



Cabinet Office

CO (23) 2
(updated 12 May 2023)

Circular

10 February 2023

Intended for

- All Ministers
- All Chief Executives
- Chief of Staff, Prime Minister's Office
- All Senior Private Secretaries
- All Private Secretaries
- Chief Parliamentary Counsel

Cabinet Committees: Terms of Reference and Membership

This circular has been updated to reflect the changes to Ministerial portfolios that took effect on 10 May 2023.

- 1 The Prime Minister has agreed to the updated terms of reference and membership of Cabinet committees. The Cabinet committees are:
 - 1.1 the Cabinet Appointments and Honours Committee (APH);
 - 1.2 the Cabinet Business Committee (CBC);
 - 1.3 the Cabinet Priorities Committee (CPC);
 - 1.4 the Cabinet Economic Development Committee (DEV);
 - 1.5 the Cabinet Environment, Energy and Climate Committee (ENV);
 - 1.6 the Cabinet External Relations and Security Committee (ERS);
 - 1.7 the Cabinet Extreme Weather Recovery Committee (EWR);
 - 1.8 the Cabinet Government Administration and Expenditure Review Committee (GOV);
 - 1.9 the Cabinet Legislation Committee (LEG);
 - 1.10 the Cabinet Māori Crown Relations: Te Arawhiti Committee (MCR); and
 - 1.11 the Cabinet Social Wellbeing Committee (SWC).
- 2 The updated Cabinet committee terms of reference and membership are attached.

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Secretary of the Cabinet

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Cabinet Appointments and Honours Committee (APH)

To consider appointments to statutory and other government agencies, chief executive appointments, nominations for New Zealand Royal Honours, and associated policy.

Membership

Rt Hon Chris Hipkins (Chair)

Hon Carmel Sepuloni (Deputy Chair)

Hon Kelvin Davis

Hon Grant Robertson

Hon Jan Tinetti

Hon Dr Ayesha Verrall

Hon Willie Jackson

Hon Kiri Allan

Hon Andrew Little

Hon Nanaia Mahuta

Hon Priyanca Radhakrishnan

Hon Ginny Andersen

Hon Barbara Edmonds

Relevant Portfolios

All portfolios

Timing

Meets weekly during sitting weeks

Cabinet Business Committee (CBC)

To consider policy issues, appointments, bills, and regulations, and other matters that require decisions before the next scheduled relevant Cabinet committee meeting, when other committees are not meeting and the House of Representatives is adjourned. CBC will meet only on a strictly if required basis.

Membership

Rt Hon Chris Hipkins (Chair)

Hon Carmel Sepuloni (Deputy Chair)

Hon Kelvin Davis

Hon Grant Robertson

Hon Dr Megan Woods

Hon Jan Tinetti

Hon Michael Wood

Hon Dr Ayesha Verrall

Hon Willie Jackson

Hon Kiri Allan

Hon Damien O'Connor

Hon Andrew Little

Hon David Parker

Relevant Portfolios

All portfolios

Timing

Meets during non-sitting weeks if required

Cabinet Priorities Committee (CPC)

- Consider overall government priorities and major strategic issues.
- Consider significant issues as determined by the Prime Minister or Cabinet. Implementation aspects of these issues will be considered by the appropriate committee, once major policy directions have been set.
- Responsible for the overall coordination of the delivery of the government's priorities.

Membership

Rt Hon Chris Hipkins (Chair)

Hon Carmel Sepuloni (Deputy Chair)

Hon Kelvin Davis

Hon Grant Robertson

Hon Dr Megan Woods

Hon Jan Tinetti

Hon Michael Wood

Hon Dr Ayesha Verrall

Hon Willie Jackson

Hon Kiri Allan

Hon Damien O'Connor

Hon Andrew Little

Hon David Parker

Relevant Portfolios

All portfolios

Frequency

Meets monthly, or as required

Cabinet Economic Development Committee (DEV)

To consider strategy and policy relating to building an inclusive, sustainable economy.

Membership

Rt Hon Chris Hipkins	Hon Priyanca Radhakrishnan
Hon Carmel Sepuloni	Hon Kieran McAnulty
Hon Grant Robertson (Chair)	Hon Ginny Andersen
<i>Hon Dr Megan Woods (Deputy Chair)</i>	Hon Barbara Edmonds
Hon Michael Wood	Hon Dr Duncan Webb
Hon Dr Ayesha Verrall	Hon Rino Tirikatene
Hon Willie Jackson	Hon Dr Deborah Russell
Hon Kiri Allan	Hon Rachel Brooking
Hon Damien O'Connor	Hon Jo Luxton
Hon David Parker	
Hon Peeni Henare	

Relevant Portfolios¹

ACC	Infrastructure
Agriculture	Land Information
Auckland	Local Government
Biosecurity	Māori Crown Relations: Te Arawhiti
Broadcasting and Media	Māori Development
Building and Construction	Oceans and Fisheries
Commerce and Consumer Affairs	Racing
Customs	Research, Science and Innovation
Digital Economy and Communications	Regional Development
Education	Revenue
Economic Development	Rural Communities
Emergency Management	Small Business
Energy and Resources	Statistics
Environment	State Owned Enterprises
Finance	Tourism
Food Safety	Trade and Export Growth
Forestry	Transport
Housing	Workplace Relations and Safety
Immigration	

Timing

Meets weekly during sitting weeks

¹ This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

Cabinet Environment, Energy and Climate Committee (ENV)

To consider strategic and policy matters relating to the environment, climate change, sustainable energy use, natural resources, and resource management.

Membership

Rt Hon Chris Hipkins

Hon Carmel Sepuloni

Hon Kelvin Davis

Hon Dr Megan Woods (Deputy Chair)

Hon Michael Wood

Hon Willie Jackson

Hon Kiri Allan

Hon Damien O'Connor

Hon David Parker (Chair)

Hon Peeni Henare

Hon Kieran McAnulty

Hon Barbara Edmonds

Hon Willow-Jean Prime

Hon Rachel Brooking

Hon Jo Luxton

Relevant Portfolios²

Agriculture

Biosecurity

Climate Change

Conservation

Economic Development

Emergency Management

Energy and Resources

Environment

Forestry

Local Government

Māori Crown Relations: Te Arawhiti

Māori Development

Oceans and Fisheries

Research, Science and Innovation

Regional Development

Rural Communities

Transport

Treaty of Waitangi Negotiations

Timing

Meets fortnightly during sitting weeks

² This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

Cabinet External Relations and Security Committee (ERS)

- Oversight of the national security and intelligence sector, and to consider strategic, policy, and legislative matters relating to the sector, foreign affairs, defence (excluding Defence procurement), and significant hazards.
- Coordinate and direct national responses to major crises or circumstances affecting national security (either domestic or international).

ERS, or a subcommittee of ERS as determined by the Prime Minister, will have Power to Act where the need for urgent action and/or operational or security considerations require it.

Membership

Rt Hon Chris Hipkins (Chair)

Hon Carmel Sepuloni
 Hon Kelvin Davis
 Hon Grant Robertson
 Hon Michael Wood
 Hon Damien O'Connor
 Hon Andrew Little
 Hon David Parker

Hon Nanaia Mahuta (Deputy Chair)

Hon Kieran McAnulty
 Hon Ginny Andersen

With the addition of the relevant portfolio Minister as appropriate.

Relevant Portfolios³

Biosecurity	GCSB
Customs	Health
Digital Economy and Communications	Immigration
Disarmament and Arms Control	National Security and Intelligence
Emergency Management	NZSIS
Defence	Police
Foreign Affairs	

Timing

Meets monthly, or as required

³ This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

Cabinet Extreme Weather Recovery Committee (EWR)

To co-ordinate and direct the government response to recovery from the severe weather events that occurred in the upper and eastern North Island in January and February 2023, and related matters.

The committee has Power to Act to take decisions on the Government response as needed.

Membership

Rt Hon Chris Hipkins

Hon Carmel Sepuloni

Hon Kelvin Davis

Hon Grant Robertson (Chair)

Hon Dr Megan Woods

Hon Michael Wood

Hon Willie Jackson

Hon Kiri Allan

Hon Damien O'Connor

Hon Kieran McNulty

Hon Barbara Edmonds (Deputy Chair)

Relevant Portfolios

Auckland

Agriculture

Building and Construction

Climate Change

Community and Voluntary Sector

Cyclone Recovery

Defence

Digital Economy and Communications

Economic Development

Emergency Management

Environment

Finance

Health

Housing

Infrastructure

Immigration

Local Government

Māori Development

Regional Development

Revenue

Rural Communities

Small Business

Social Development and Employment

Transport

Workplace Relations and Safety

Timing

The committee will meet weekly during sitting weeks and/or as required, including by teleconference.

Cabinet Government Administration and Expenditure Review Committee (GOV)

- Consider strategic and policy matters relating to the public sector and government expenditure, including significant sector infrastructure and investment proposals (e.g. defence, schools, hospitals).
- Consider matters relating to local government and emergency management.

Membership

Rt Hon Chris Hipkins

Hon Carmel Sepuloni

Hon Grant Robertson (Chair)

Hon Dr Megan Woods

Hon Jan Tinetti

Hon Michael Wood (Deputy Chair)

Hon Andrew Little

Hon David Parker

Hon Kieran McAnulty

Hon Ginny Andersen

Hon Dr Duncan Webb

Hon Dr Deborah Russell

Relevant Portfolios⁴

Auckland

Corrections

Defence

Digital Economy and Communications

Education

Emergency Management

Finance

Health

Infrastructure

Internal Affairs

Local Government

Revenue

State Owned Enterprises

Public Service

Statistics

Transport

Frequency

Meets fortnightly during sitting weeks

⁴ This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

Cabinet Legislation Committee (LEG)

To consider the legislation programme, draft Bills and regulations, government responses to petitions, select committee reports, and Law Commission reports. LEG may also consider minor policy issues relating to these matters.

Government responses to significant select committee reports and Law Commission reports should be dealt with at a policy committee if they involve significant new policy or amendments to existing policy.

Membership

Rt Hon Chris Hipkins

Hon Carmel Sepuloni

Hon Grant Robertson (Chair)

Hon Michael Wood

Hon Kiri Allan

Hon Andrew Little

Hon David Parker

Hon Kieran McAnulty (Deputy Chair)

Hon Barbara Edmonds

Hon Dr Duncan Webb

Hon Willow-Jean Prime

Tangi Utikere, MP (Chief Government Whip)

Relevant Portfolios

All portfolios

Timing

Meets weekly during sitting weeks

Cabinet Māori Crown Relations: Te Arawhiti Committee (MCR)

To consider strategic and policy matters relating to Treaty of Waitangi settlement negotiations and the delivery of post-settlement commitments, the Crown's Treaty obligations, the revitalisation of te reo Māori, and opportunities that exist in the post-Treaty settlement environment.

Membership

Rt Hon Chris Hipkins

Hon Carmel Sepuloni

Hon Kelvin Davis (Chair)

Hon Willie Jackson

Hon Kiri Allan

Hon Andrew Little (Deputy Chair)

Hon David Parker

Hon Peeni Henare

Hon Nanaia Mahuta

Hon Kieran McAnulty

Hon Ginny Andersen

Hon Barbara Edmonds

Hon Willow-Jean Prime

Hon Rino Tirikatene

Hon Rachel Brooking

Relevant Portfolios⁵

Agriculture

Attorney-General

Conservation

Economic Development

Environment

Local Government

Māori Crown Relations: Te Arawhiti

Māori Development

Oceans and Fisheries

Regional Development

Rural Communities

Treaty of Waitangi Negotiations

Whānau Ora

Timing

Meets monthly, or as required

⁵ This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.

Cabinet Social Wellbeing Committee (SWC)

To consider strategic and policy matters which support an equal, inclusive, and fair standard of living for all New Zealanders, including education, health, justice, income support, homelessness, public housing and residential tenancy issues.

Membership

Rt Hon Chris Hipkins
Hon Carmel Sepuloni (Chair)

Hon Kelvin Davis

Hon Grant Robertson

Hon Dr Megan Woods

Hon Jan Tinetti (Deputy Chair)

Hon Dr Ayesha Verrall

Hon Willie Jackson

Hon Kiri Allan

Hon Peeni Henare

Hon Priyanca Radhakrishnan

Hon Kieran McAnulty

Hon Ginny Andersen

Hon Barbara Edmonds

Hon Willow-Jean Prime

Hon Rino Tirikatene

Hon Jo Luxton

Relevant Portfolios⁶

ACC

Arts, Culture and Heritage

Child Poverty Reduction

Children

Community and Voluntary Sector

Corrections

Courts

Disability Issues

Diversity, Inclusion and Ethnic Communities

Education

Health

Housing

Justice

Māori Crown Relations: Te Arawhiti

Māori Development

Pacific Peoples

Police

Prevention of Family and Sexual Violence

Rural Communities

Seniors

Social Development and Employment

Sport and Recreation

Veterans

Whānau Ora

Women

Youth

Frequency

Meets weekly during sitting weeks

⁶ This is an indicative list of portfolios relevant to the committee's consideration. Portfolios may be listed under more than one committee. Papers should be submitted to the most relevant committee for the subject matter.