



26 October 2017

Dear Minister

Congratulations on your appointment as Minister for Economic Development and as Minister Responsible for the Ministry of Business, Innovation and Employment (MBIE).

On behalf of MBIE, we welcome the opportunity to discuss with you your portfolio priorities, and look forward to supporting you to achieve your objectives in your role.

To assist you in your first days as Minister for Economic Development and as Minister Responsible for MBIE, attached are introductory briefings on the Economic Development portfolio and the role of Minister Responsible for MBIE.

The Economic Development briefing, which will be followed by subsequent briefings on issues of importance to you, provides an overview of the portfolio, including the key policy, funding and legislative elements, and upcoming events. It also introduces the key people at MBIE who will support you in your portfolio.

The MBIE ownership briefing provides an overview of the MBIE's role and your responsibilities, and upcoming events.

I look forward to meeting you on Friday to discuss the portfolio, your role as Minister Responsible for MBIE and how we can support you. We are ready to engage with you on government priorities, including coalition agreement commitments to reform government procurement rules to give New Zealand companies greater access.

We would value early conversations on these and other matters of priority for you. In addition, we would like to discuss the following issues in the near future:

- the October baseline update and priorities for Budget 2018
- statutory responsibilities relating to MBIE and the Crown Entities in the portfolio.

I am also keen to ensure you have the support you need in your Office in relation to your portfolio and would like to begin a conversation about these arrangements when we meet.

The lead Deputy Chief Executive for your portfolio is Paul Stocks.

I look forward to meeting with you shortly,

Carolyn Tremain
Chief Executive
Ministry of Business, Innovation and Employment

