



COVERSHEET

Minister	Hon Ginny Andersen	Portfolio	Small Business
Title of Cabinet paper	Proposed Overseas Travel: Hon Ginny Andersen	Date to be published	4 July 2023

List of documents that have been proactively released

Date	Title	Author
June 2023	Proposed Overseas Travel: Hon Ginny Andersen	Office of the Minister for Small Business
19 June 2023	Proposed Overseas Travel: Hon Ginny Andersen CAB-23-MIN-0248 Minute	Cabinet Office

Information redacted

YES / NO (please select)

Any information redacted in this document is redacted in accordance with MBIE's policy on Proactive Release and is labelled with the reason for redaction. This may include information that would be redacted if this information was requested under Official Information Act 1982. Where this is the case, the reasons for withholding information are listed below. Where information has been withheld, no public interest has been identified that would outweigh the reasons for withholding it.

In Confidence

Office of the Minister for Small Business

Chair, Cabinet

Proposed Overseas Travel: Hon Ginny Andersen

- 1 I seek Cabinet approval to travel to Paris, France from 24 to 30 June 2023 to attend and chair the Organisation for Economic Co-operation and Development (OECD) Committee on Small and Medium Enterprises and Entrepreneurship (CSMEE) ministerial meeting on 27 and 28 June 2023. I will also attend the OECD stakeholder event on 26 June.
- 2 The Prime Minister has approved the travel in-principle, and House leave has been sought from the Party Whip.

Purpose of Travel

- 3 This travel will enable me to chair the CSMEE ministerial meeting in Paris. The theme for the ministerial meeting will be *“Managing Shocks and Transitions: Future-Proofing SME and Entrepreneurship Policies”*. This theme is inspired by the ongoing impact of the COVID-19 pandemic and Russian-Ukraine war.
- 4 Key issues that are on the agenda for the meeting include how to support SMEs and entrepreneurs through:
 - 4.1 strengthening SME resilience to future crises and shocks (improving access to finance, upskilling and reskilling SMEs, and inclusive SME and entrepreneurship policies);
 - 4.2 fostering the contribution of SMEs and entrepreneurs to green and digital transitions (rebooting start-up and scale-up policies, viewing broad-based policies through a SME and entrepreneurship lens, and how SMEs can contribute to net zero); and
 - 4.3 enabling SMEs and entrepreneurs to navigate the changing global trade and investment landscape.
- 5 The creation of the CSMEE in 2021 was a New Zealand lead initiative, led by the then Minister for Small Business, Hon Stuart Nash who drove the work to elevate the profile of SMEs within the OECD.
- 6 I note that New Zealand contributed €200,000 (approx. NZ\$350,000) to support the OECD to develop this meeting on our behalf as Chair.
- 7 New Zealand has a lot to offer, and a lot to learn, from its OECD counterparts on the role of SMEs in moving to a sustainable and inclusive economy. New Zealand has been highlighting to OECD members the importance of a

'people-centred' approach to SMEs. Through this ministerial meeting I will be highlighting New Zealand's support for SMEs , including where we have taken a 'people-centred' approach such as the *First Steps* programme that encourages SMEs to prioritise health and wellbeing, plus our Digital Boost work to drive digitalisation of our small businesses. It will also allow me to engage with my Ministerial counterparts on the future SME work programme in the OECD as well as our respective economic development work and other issues of bilateral interest.

- 8 The travel will seek to achieve the following objectives:
 - 8.1 ensure New Zealand continues to be seen as a leader of the SME and Entrepreneurship agenda in the OECD;
 - 8.2 showcase the role of New Zealand in the OECD Digital for SME Global Initiative, of which New Zealand is also the Chair;
 - 8.3 highlight New Zealand's work to support SMEs resilience in the face of recent crises and the green and digital transition;
 - 8.4 mobilise high-level policymakers to support New Zealand's priorities for the OECD SME work programme;
 - 8.5 engage with my ministerial counterparts from other member states to learn about the successes and failure of their programmes designed to support viable-but-vulnerable SMEs; and
 - 8.6 highlight work, and build linkages with, my other portfolios, particularly my digital portfolio.
- 9 My intent will be to depart New Zealand on Saturday 24 June and return to New Zealand on Friday 30 June 2023 to optimise my attendance and permit bilateral meetings with Ministers from a number of member countries who have confirmed they will be attending the ministerial meeting.

Ministerial Party

- 10 I intend to lead a New Zealand delegation that will likely comprise of:
 - 10.1 Officials from the Ministry of Business, Innovation and Employment (MBIE). Costs for their travel will be met by MBIE.
 - 10.2 Officials from our Embassy in Paris; and
 - 10.3 A staff member from my office.

Travel Costs

- 11 List the estimated costs of the travel:

Airfares:	\$36,000.00
Accommodation:	\$5,223.00

Other expenses:	\$1,500.00
Contingency (20%):	\$8,560.00
Total:	\$51,290.00

Acting Ministers

- 12 Should Cabinet approve this request, I propose that:
- 12.1 Hon Little act as Minister for Digital Economy and Communications,
 - 12.2 Hon Allan act as Minister of Police,
 - 12.3 Hon Verrall act as Minister for Seniors, and
 - 12.4 Hon Parker act as Minister for Small Business from 24 to 28 June, and Hon Webb to act as Minister for Small Business from 29 to 30 June.

Proactive release

- 13 I intend to proactively release the paper, subject to redactions as appropriate and consistent with the Official Information Act 1982.

Recommendations

- 1 I recommend that Cabinet:
- 1.1 **authorise** my absence from New Zealand, subject to leave from Parliament being secured, from 24 to 30 June to travel to Paris, France to attend and chair the Organisation for Economic Co-operation and Development (OECD) Committee on Small and Medium Enterprises and Entrepreneurship (CSMEE) ministerial meeting on 27 and 28 June 2023;
 - 1.2 **agree** that I be accompanied by one member of staff from my office; and Officials from our Embassy in Paris;
 - 1.3 **approve** the estimated expenditure of \$51,290.00 for the travel expenses of the Ministerial party, as a charge to Vote: Internal Affairs [Members of the Executive – Travel];
 - 1.4 **note** that I will be accompanied by officials from Officials from the Ministry of Business, Innovation and Employment (MBIE), whose travel costs will be met by MBIE, and Officials from our Embassy in Paris;
 - 1.5 **agree** that in my absence:
 - 1.5.1 Hon Little act as Minister for Digital Economy and Communications,
 - 1.5.2 Hon Allan act as Minister of Police,

1.5.3 Hon Verrall act as Minister for Seniors, and

1.5.4 Hon Parker act as Minister for Small Business from 24 – 28 June, and Hon Webb act as Minister for Small Business from 29 to 30 June.

1.6 **note** that leave from Parliament has been sought from the Party Whip.

Authorised for lodgement

Hon Ginny Andersen

Minister for Small Business