



## AEWV STEERING GROUP MEETING MINUTES

<b>MEETING PURPOSE</b>	Steering Group
<b>DATE</b>	2 September 2022
<b>TIME</b>	1:15pm – 2:00pm
<b>ATTENDEES</b>	Alison McDonald (Chair), Stephen Dunstan, Andrew Craig, Jeannie Melville, Dan Smidt, Nick Aldous, Karl Woodhead
<b>APOLOGIES</b>	<small>Privacy of natural persons</small> (DPMC), Jivan Grewal, Stephen Vaughan, Yvette McKinley, Alejandra Mercado
<b>PREPARED BY</b>	Jeannie Melville

## Minutes & Actions from 2 September

Agenda Item	Discussion / Notes / Outcomes
1. Review previous minutes and open actions	<p>Review of previous minutes:</p> <p>Alison noted that under the other business in the previous minutes it should be noted that a memo regarding the requirement to submit passports with every application has been received by her.</p> <p>Actions are recorded below:</p> <p>A07: Pass to the Visa Processing Taskforce and close this action.</p> <p>A15: extend deadline to 16 September.</p> <p>A17: Close</p> <p>A18: Ask <small>Privacy of natural persons</small> to come to AEWV Steering with plan and timetable for post decision verification.</p> <p>A20: Talk to IMT about comms refresh for AEWV and close the action.</p>
2. Review of waivers and declines	<p>Two declines to review:</p> <p>JC00001404: Agree to decline as employer has confirmed they do not intend to provide any further information or comment. Instructions still not met. Roles are paid below median wage.</p> <p>JC00004678: Approve the job check for one of the roles with the most jobs associated with them if instructions for that role are met. Contact the employer to let them know that the two other roles must be on separate job check applications.</p>
3. Accreditation and Job check	<p>Discussion around the issues arising regarding the differentiation with cooks and chefs, specifically the requirement for chefs to hold a Level 4 qualification. This appears to be having some unintended consequences</p>



	<p>and there are a number of examples of this that have been raised through the media and other channels such as LIAs.</p> <p>Action: AC to raise with the MOI on Tuesday and come back to Jeannie with a direction of travel. Jeannie to advise the processing offices to hold any work visas until Tuesday rather than declining them.</p>	
4. Work visa	<p>Discussion about the work visa processing in the hybrid system. NADO is almost in flow and the processing offices are getting to grips with what is required following the general instruction.</p> <p>Jeannie working on a transition plan for moving from hybrid model to back end processing in ADEPT. This has also now been tasked by IMT.</p>	
5. Other business	<p>Order of processing in ADEPT: Stephen to follow up with ADEPT whether identity, health and character activities can be processed concurrently in ADEPT rather than sequentially. Currently identity is checked, then medicals and NZPC is requested at the same time and then NSC is requested. Functionality has been developed to do the health, NZPC, and NSC at the same time. Just checking deployment.</p> <p>Green list: Stephen outlined the provisions that are in place for the deployment of the Green List on Monday, particularly if volumes are higher than expected.</p> <p>2021 RV: discussion around whether customers might choose to switch from 21 RV to Green List.</p> <p>Action: Dan to figure out how to cross check any Green List applications with 21 applications and have a plan for options to progress these customers.</p> <p>Interims/CPVVs: item in MOI weekly report. Action: to find a solution by 16 September.</p>	10





### Open Actions

Ref	Action points	Responsible	Date Due	Comments
A15	AC and Ale to work together to flesh out a table of deliverables and details for the rebalance work	Ale and AC	16 September 2022	Underway. AC to email the deliverables.
A18	Determine post decision verification approach	V&C	16 September 2022	Ask <small>Privacy of natural persons</small> to come to an AEWV Steering Group with a plan for the post decision verification approach and a date for the plan and the feedback from the post decision verification.
A21	Cooks/chefs: AC to raise with the MOI on Tuesday and come back to Jeannie with a direction of travel. Jeannie to advise the processing offices to hold any work visas until Tuesday rather than declining them.	AC, Jeannie	6 September 2022	
A22	Transition plan for moving from the hybrid model for work visas to full processing in ADEPT	Jeannie	9 September 2022	Note: this has also been tasked by IMT.
A23	Confirm deployment date for releasing functionality to check health, NZPC and NSC concurrently.	Stephen	16 September 2022	
A24	Dan to figure out how to cross check any Green List applications with 21 applications and have a plan for options to progress these customers.	Dan	9 September 2022	
A25	Find a solution to make sure customers on interims and CPVV are well catered for.	AC	16 September 2022	
A26	Book a check in meeting next Friday to discuss Green List/21 RV	<small>Privacy of natural persons</small>		

### Closed Actions

Ref	Action points	Responsible	Date Due	Comments
A01	Invite <small>Privacy of natural persons</small> from DPMC to attend Steering Group	Nick Aldous	23 May 2022	Closed.



Ref	Action points	Responsible	Date Due	Comments
A02	MOI has requested videos about the rebalance programme. Follow up and determine what the AEWV component is.	Yvette McKinley	TBC	Yvette is picking this up. More focused on the rebalance rather than the AEWV process.  Done.
A03	Follow up to determine what the social media strategy is for AEWV.	Jeannie Melville		Closed.  Note the update in 4 above. Social media content has been developed for MBIE channels and other channels such as employer channels.
A04	Question around RV21: if a work visa has been extended by the special direction and that person has applied for RV21, do they drop down the priority list based on expiry of their work visa?	Jeannie Melville		Closed  No, the prioritization based on the expiry of the current visa was used for the release of applications from the cold storage for processing.
A05	Ensure paper on ICC in and outbound calling includes piece on impact of volumes on staffing	Jeannie Melville/Fay Holdom		Closed. ICC employer line is open. Circa 50 calls in the first 3 days, approx. 15 of these related to fee waiver tokens.
A06	Escalations/waivers to be added to the agenda for next meeting.	Jeannie Melville	10 June 2022	Done
A07	Schedule in a review of the guidance around the key person definition and the definitions and descriptions of triangular and franchise once we have seen the initial applications pass through the system.	Jeannie Melville	End August 2022	Pass to the Visa Processing Taskforce. Close action item.
A08	Provide names for user testing of job check form to the ADEPT programme.	Jeannie Melville	27 May 2022	Done
A09	Ensure that reporting for AEWV is on the "master" dashboard and that Sash, Meegan and Jacqui are joined up in terms of reporting.	Jeannie Melville	31 May 2022	Done.



Ref	Action points	Responsible	Date Due	Comments
A10	Agenda item to review comms in light of accreditation applications received by category and sector to determine whether any further targeted comms is required.	Jeannie Melville	24 June 2022	Superseded. Key talking points being developed every week.
A11	Ensure other government departments are aware of the requirement to obtain registration if they want to recruit migrants.	Jeannie Melville	31 May 2022	Done
A12	Ask Greg Forsythe to share customer insights work with Yvette with a view to assisting with the proactive media piece.	Jeannie Melville	10 June 2022	Done
A13	Circulate some job check scenarios to Steering Group to begin process of calibration and to enable clear direction and guidance to be given to processing staff.	Jeannie Melville	17 June 2022	Done
A14	Agenda for 17 June: add the timeframe for the implementation of the rest of the elements of the rebalance work.	Jeannie Melville	17 June 2022	Done
A16	Implementation of changes to job check processing: <ul style="list-style-type: none"><li>• A memo will be prepared on for the Deputy Secretary to consider pragmatic application of instructions for an initial period by Monday (OTI)</li><li>• Senior leaders will travel to Christchurch on Tuesday to support the National Manager and Head of Operations (OTI)</li><li>• Implementation asap of changes agreed by Dep Sec on Monday (BVO)</li><li>• An aide memoire will be prepared for the Minister by Wednesday (OTI)</li></ul> AEWV reporting will be reviewed and adjusted taking on board today's comments (OTI)	Dan	29 July 2022	Done





Ref	Action points	Responsible	Date Due	Comments
A17	Consideration of policy intent and potential changes to instructions with advice prepared	Task force and Op Pol	End August 2022	Close.
A19	Visit to Chch office on 9 August to understand job check settings and clear any blockages and to set direction for the work visa processing.	Jeannie, AC, Ale and Annie KIm	9 August 2022	Done
A20	Refresh of AEWV comms	Yvette and Jeannie		Refer to IMT for a refreshed AEWV comms plan. Close action item.