

Meeting minutes

Digital Economy and Digital Inclusion Advisory Group Zoom meeting

Date and time of meeting	30 May 2018, 10:00am-2:00pm
Location	DIA Offices, 45 Pipitea Street
Attendees - members	Potaua Biasiny-Tule, Jordan Carter, Amber Craig, Kaila Colbin, Cathy Hardinge, Robyn Kamira, Brenda Leeuwenberg, Rohan MacMahon, Victoria MacLennan, Gregory Morgan, David Moskovitz, Chris O’Connell, Damon Odey, Michael Taitoko
Attendees - other	Officials - Kim Connolly-Stone (MBIE), Graeme Osborne (DIA), Karl McDiarmid (DIA), Kirk Mariner (DIA), Lucy Power (MBIE), Secretariat (DIA and MBIE) Minister – Hon Clare Curran
Apologies	
Chair	Frances Valentine

Item

Introductions and apologies

The Chair, Frances Valentine, welcomed the members of the Group and noted there were no apologies, with Potaua dialling in to the meeting from Rotorua.

Common platform to aggregate information

Frances spoke to the Group about the previously discussed idea for a platform that aggregates and provides a single-view of the Digital Inclusion and Digital Economy programmes and activities taking place in New Zealand. This was identified as a key priority for the Group.

It was decided that a one or two-pager should be drafted outlining the problem the platform was looking to solve, and how any potential platform would solve the problem. Graeme Osborne took ownership of developing the one or two-pager.

Frances had identified a possible solution, and would speak to the developers and update the Group. [Subsequent investigation found that this solution would not be suitable, so it is not being considered further]

Transparency of Group meetings

The Group took the opportunity to discuss the transparency or openness of their meetings with Minister Curran. There was a range of views expressed in terms of how open the Group’s meetings should be. Amber Craig offered to draft a range of options for consideration at a future meeting. In the meantime the group decided to adopt a more conversational style of minutes, rather than focusing on actions only.

Sub-group report backs

Each of the sub-groups gave a verbal report-back on their thinking and actions to date. The sub-groups are:

- Digital Inclusion (Cathy Hardinge, Greg Morgan, Jordan Carter) – Currently developing a strawperson Blueprint for Digital Inclusion;
- ICT/Tech sector (Vic MacLennan, Mike Taitoko, Dave Moskovitz, Robyn Kamira) – Currently defining ICT and how to measure improvements;
- SME/non-tech business (Rohan MacMahon, Chris O’Connell, Amber Craig) – Currently working towards a comprehensive dataset in terms of business, regions, ages, skillsets etc;
- Digital connectivity (Chris O’Connell, Damon Odey) – Currently looking at barriers in the field and funding models which ensure greater access and affordability; and
- Adapting to disruption (Kaila Colbin, Brenda Leeuwenberg, Potaua Biasiny-Tule) – Currently looking to understand the broader impact of technology across sectors/industries.

The sub-groups had progressed their thinking to different degrees, and there was a lot of engagement and conversation around where each of the sub-groups were focussing their attention.

The sub-groups were also very positive in providing advice and resources they felt would be useful to each other.

Chief Technology Officer (CTO)

The Minister has taken advice from the Group on the CTO Terms of Reference and used it in this recruitment round. A subset of the Group will be involved in the recruitment (short-listing) process, and there will also be representation on the interview panel. The Group decided that it was appropriate for a member from each of the sub-groups to be a part of the subset, to ensure there is appropriate representation.

The Minister explained the difficulties of the previous CTO recruitment process and the lessons learned. She also outlined the proposed timeline for this round of recruitment.

Vic M asked if the Minister had considered appointing a panel of people rather than one Chief Technology Officer. Minister Curran said that approach had been considered, however, as the CTO role is designed to be inspirational and influential it is more suited to a single individual. The CTO will require charisma to bring people on a journey. The Minister also said she is keen to tease out more ideas with the Group on the CTO role, and reiterated that the CTO would be working closely with the Group.

Break-out session

The sub-groups were assigned an official who would work with them and provide an interface with government. The sub-groups and officials are:

- Digital inclusion – Karl MacDiarmid (DIA)
- ICT/Tech sector – Kim Connolly-Stone (MBIE)

- SME/non-tech business – Jill McKenzie (MBIE) will be Abbe Marks (MBIE)
- Digital Connectivity – Lucy Power (MBIE)
- Adapting to disruption – Graeme Osborne (DIA)

The sub-groups set out their next steps, in terms of what they need to do in order to get to their ideal future state, and also what measures and metrics are available to track getting to that ideal state.

The Group came together to whiteboard each of the sub-groups' ideal future states, and identify where there was commonality. The Group intends to further refine the whiteboarded ideas (via a Google doc), and include it as part of these meeting minutes.

The Group discussed the ways it could engage with the wider network of people interested in the Digital Economy and Digital Inclusion. A proposal was that the network could indicate which of the sub-groups work most closely aligned with their interests. That sub-group could then reach out to those in the network that wanted to be involved.

Next steps

The Group is keen to have another face-to-face session soon (possibly July) in order to maintain the momentum they have built.

Invites to the Zoom sessions to be sent out to enable members to plan.

Actions

Item	Action	Owner	Due date
1.	1-2 pager on common platform	Graeme Osborne	ASAP
2.	Document on meeting transparency	Amber Craig	20 June
3.	Share briefing on measuring the tech sector	Kim Connolly-Stone	ASAP
4.	Investigate sharing Productivity Commission report	Minister	TBC
5.	Share document on Provincial Growth Fund (PGF) framework	Kim Connolly-Stone	ASAP
6.	Subset of Group to work on PGF framework	Group members	20 June
7.	Collate information from Education for Digital Connectivity sub-group	Frances Valentine	TBC
8.	Refine sub-groups' ideal future states	Group members and officials	20 June
9.	Contact the wider network to ask for indication in working with particular sub-groups	Secretariat	20 June
10.	Start scoping dates for another session in July	Group and Secretariat	ASAP