Third meeting of Digital Economy and Digital Inclusion Ministerial Advisory Group

Meeting details

Date and time of meeting	14 May 2018; 10:30am
Location	Video-conference via *Zoom*
Attendees - Members	Potaua Biasiny-Tule, Jordan Carter, Kaila Colbin, Amber Craig, Cathy Hardinge, Robyn Kamira, Brenda Leeuwenberg, Victoria MacLennan, Rohan MacMahon, David Moskovitz, Gregory Morgan, Chris O'Connell, Damon Odey, Michael Taitoko.
Attendees - Other	Hon Clare Curran Kim Connolly-Stone – MBIE Graeme Osborne – DIA Karl McDiarmid – DIA, Secretariat – MBIE and DIA
Apologies	
Chair	Frances Valintine

Agenda items

Item	Description	Papers	Time allocated
1. Introductions and apologies (Chair)	Chair to confirm Group member attendance and apologies.	No	10 mins (10:30 am)
2. Housekeeping (Chair)	Questions or clarifications on induction pack. Ensure everyone has completed the Register of Interests and Contact Details documents. Confirm dates for future meetings.	• Member details form • Member Claims form • Register of Interests • Contact details sheet	20 mins (10:40 am)
3. Break-out groups (Chair)	Focus in on three workstreams: 1. Digital Inclusion 2. Maximise tech sector potential 3. Build digital capability of SMEs	MBIE & DIA Work Programme Overview	30 mins (11:00 am)

4.	Discussion with Minister (Minister and Group members)	Minister to discuss her key priorities and expectations with Group.	No	50 mins (11:30 am)
5.	Actions and next steps (Chair)	Summarise what will happen before next meeting. Self-selected workstreams continue to explore initial questions.	No	10 mins (12:20 pm)