



BRIEFING

Final draft MBIE Performance Plan submitted to Treasury

Date:	8 November 2024	Priority:	High
Security classification	Budget - Sensitive	Tracking number:	BRIEFING-REQ-0006046

Action sought		
	Action sought	Deadline
Hon Melissa Lee Minister for Economic Development	Note MBIE's final draft Performance Plan submitted and Independent Assurance Review report Agree for MBIE to share the uploaded version of the final draft Performance Plan with Ministers.	11 November 2024

Contact for telephone discussion (if required)			
Name	Position	Telephone	1st contact
Robert Pigou	Acting Chief Executive	Privacy of natural persons	✓
Melanie Taylor	Head of Kōkiritia		

The following departments/agencies have been consulted

Minister's office to complete:

☐ Approved

☐ Declined

☐ Noted

☐ Needs change

☐ Seen

☐ Overtaken by Events

☐ See Minister's Notes

☐ Withdrawn

Comments



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Purpose

To provide you with the final draft of MBIE's Performance Plan that has been submitted to the Treasury on 7 November 2024 and the Independent Assurance Review report commissioned by MBIE as part of the Performance Plan process.

Recommended action

The Ministry of Business, Innovation and Employment (MBIE) recommends that you:

- a. **Note** MBIE's final draft Performance Plan uploaded to the Treasury on 7 November 2024.

Noted

- b. **Agree** to MBIE sharing MBIE's final draft Performance Plan with other MBIE Ministers.

Agreed

- c. **Note** the observations and recommendations outlined in the Independent Assurance Review report.

Noted

Melanie Taylor
Head of Kōkiritia
Ministry of Business, Innovation and
Employment

8 / 11 / 2024

Hon Melissa Lee
Minister for Economic Development

..... / 11 / 2024

Background

1. Following your receipt of MBIE's final draft Performance Plan on 1 November 2024 and subsequent approval received by MBIE on 5 November, attached for completeness is MBIE's final draft Performance Plan that was uploaded to the Treasury on 7 November 2024.

Independent Assurance Review

2. MBIE commissioned an assurance review to provide independent advice on the objectives, governance and readiness of its draft Performance Plan. The assurance process was designed to improve delivery confidence, provide assurance, identify issues and risks that would need to be managed post-submission of the Plan on 7 November 2024.
3. MBIE engaged Brendan Boyle to undertake the independent assurance review. Brendan was the Independent Reviewer for MBIE as part of the Rapid Review exercise commissioned early this year.
4. The main observations from the review included:
 - a. The Reviewer found that MBIE's draft Performance Plan met the requirements as set out by Treasury except for the expectation that MBIE's plan balance to zero. The Reviewer highlighted for this to be achieved discussions and trade-off decisions are required by MBIE's Ministers.
 - b. The Reviewer considered that MBIE's draft Performance Plan provides a credible overview of the risks, cost pressures and issues associated with the operation of MBIE.
 - c. The Reviewer made nine (9) recommendations including:
 - i. Preparatory work to accommodate possible savings target(s) and coordination of Ministers across MBIE's portfolios to aid discussions.
 - ii. Continuing discussions with central agencies to advance outstanding recommendations from the Rapid Review.
 - iii. Building the Performance Plan process into its corporate planning cycle, clarification of ownership and governance of the next stages, and continuation of the small team established to test assumptions and drivers.

Next steps

5. MBIE is preparing for the receipt of Budget letters and will provide Ministers detailed information on each of the cost pressure(s) relating to their Portfolio including options, trade-offs, and impacts (e.g. impacts on service delivery) taking account of the expectations within the Budget letters.
6. Following final submission, it may be helpful for a subset of Ministers to meet to discuss potential trade-offs to manage the cost pressures identified in the MBIE Performance Plan, whether convened by the Minister of Finance as suggested above, or by you.

Annexes

Annex One: Final draft MBIE Performance Plan

Annex Two: Independent Assurance Review Report

Annex One: Final draft MBIE Performance Plan

Attached as separate document.

Annex Two: Independent Assurance Review report

Attached as separate document.