



Date & Time	Tuesday 10 th December 2024, 11:30am to 12:30pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 20241210 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), s 9(2)(a) [Redacted] [Redacted] [Redacted]
Apologies	Michael Alp, s 9(2)(a) [Redacted]

1. Minutes of previous meeting

- o s 9(2)(a) has highlighted that the percentage of defect fixes in the following bullet point from the previous minutes is less than reported, though it was still higher than usual.
 - Around 25-30% of the defect fixes received in the release last Friday (22 NOV) have not passed testing.
- Previous minutes for the Steering Group meeting on 26 November were then accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - o Current Overall Rag Status is Amber
 - o NEC are ensuring that they have all of the required licenses ahead of the biometric data extraction.
 - o Severity 2 Defect Remediation is the main focus, with two software releases remaining.
 - o Approximately 23 or 24 defect fixes are scheduled to be delivered on Thursday 12 December, with the remaining approximately 10 defect fixes to be delivered on Thursday 16 January.
 - o A query was raised around when the Capping Defect fix was being delivered; s 9(2)(a) noted that he will confirm the delivery date. **Action**
 - o s 9(2)(a) noted that there are 4 or 5 existing security fixes expected, and asked if they would be delivered on 12 December or 16 January; s 9(2)(a) requested s 9(2)(a) send him the information on the security fixes, and he will confirm when they will be delivered. **Action**
 - o Non-functional requirements and performance testing progress is limited and will likely go into the new year; this raises a risk to MVP if any related defects are raised.

Commercials:

s 9(2)(b)(ii)



- o s 9(2)(a) noted that there was an issue around the reliance on a rollout s 6(c) IBW and he wanted to understand from NEC's point of view how big of an issue this is.

- o NEC advised that they understood there is a workaround S 6(c) and are investigating whether Datacom have any expertise in that space, but the best outcome is S 6(c) rollout for IPE devices.
- o An action was raised to follow up on the timing S 6(c), and to understand the implication on BCU and IPE GoLive. **Action** S 9(2)(a)
- o S 9(2)(a) noted that an updated version of the MBIE A3 Swim-Lane document has been sent to S 9(2)(a)
- Outstanding Commercial Documents
 - o Discussed previously
- NEC Left the meeting at **12.01PM**

3. **MBIE Update:** S 9(2)(a)

- Status Report
 - o Taken as read.
- Project Change Request
 - o Project Change Request CR6.1 was endorsed by the BCU Project Steering Group.
- Commercial Update S 9(2)(a) (*Redacted in Shared Meeting Minutes*)
 - o Michael met with S 9(2)(a) yesterday (09 DEC) to discuss the MSA, which NEC received last week.
 - o Minimal progress has been made and some positions that NEC agreed to with MBIE have been walked back.
 - o MBIE are planning to send the BCU Support SoW to NEC this Friday (13 DEC); Jackson has provided his feedback which will be reviewed this afternoon.
 - o S 9(2)(a) are meeting with S 9(2)(a) tomorrow afternoon (11 DEC) to discuss feedback.
 - o All other commercial documents are with NEC, and it is disappointing that NEC are 'parking' progress of some commercial documents that are ready to be signed off.
 - o Further discussion was held, and an action was raised S 9(2)(a) to explore further options around progressing commercial negotiations. **Action**
- Risks and Issues
 - o Brief discussion held under Open Actions around Risk 82 re Override Rules
 - o S 9(2)(a) noted that Risk 56 (Commercial Negotiations between MBIE and NEC) are now an issue.

4. **MBIE & NEC Executive Report** S 9(2)(a)

- Taken as read
- MVP is on track for end January and GoLive is still scheduled for April 2025, subject to the amount of defects resolved on Thursday 12 December and 16 January 2025.
- A formal announcement around the GoLive date needs to be made by the end of January 25, as the Business will need time to prepare.

5. **Other Business**

- Richard acknowledged that although this has been a challenging project, good progress has been made this year.
- A big thanks from Richard and Michael to the Project Team for their tremendous efforts; GoLive is getting closer.

6. **Summary of Action Points**

- ACTION: A query was raised around when the Capping Defect fix was being delivered; S 9(2)(a) noted that he will confirm the delivery date.
- ACTION S 9(2)(a) will confirm with S 9(2)(a) when the security fixes will be delivered.
- ACTION S 9(2)(a) to follow up with S 9(2)(a) for a date for the IPE EULA.
- ACTION: S 9(2)(a) will follow up on the timing S 6(c), and to understand the implication on BCU and IPE GoLive.
- ACTION: S 9(2)(a) explore further options around commercial negotiations. (*Redacted in Shared Meeting Minutes*)

The meeting finished at 12:27PM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#436	10/12/2024	A query was raised around when the Capping Defect fix was being delivered; s 9(2)(a) noted that he will confirm the delivery date.	s 9(2)(a)		13/01/25: Capping defect fixes were delivered in the last release of 2024 (1.0.30), has highlighted some issues with Override timing that NEC are investigating. 10/12: Opened	14/01/2025
AP#435	10/12/2024	s 9(2)(a) confirm with s 9(2)(a) when the security fixes will be delivered.			13/01/25: This action was specific to the “4 or 5 existing security fixes expected” s 9(2)(a) provided a summarised update to s 9(2)(a) on Thursday 19 th December. 10/12: Opened	14/01/2025
AP#434	10/12/2024	s 9(2)(a) follow up with s 9(2)(a) for a date for the IPE EULA.			13/01/25: A specific date is unable to be confirmed as yet. s 9(2)(a) sent an email on 13th December 2024, noting that NEC advised delivery of the IPE EULA as follows “And NEC will be providing the IPE EULA early in the new year when our External Legal Counsel is back from leave.” 10/12: Opened	14/01/2025

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#438	10/12/2024	s 9(2)(a) will follow up on the timing for s 6(c) and to understand the implication on BCU and IPE GoLive.	s 9(2)(a)		10/12: Opened	14/01/2025
AP#437	10/12/2024	s 9(2)(a) explore further options around commercial negotiations (redacted in Shared meeting Minutes)			10/12: Opened	14/01/2025
AP#411	09/07/2024	s 9(2)(a) review the test plan for fingerprint & face thresholds and			10/12: Override Rules: There are delays to finalising the override rules, as it was discovered that the data being tested is not in good form, and approximately 2m ‘bad data’ identities are now being deleted. Once the ‘bad	10/12/24

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
		override rules, and provide feedback to § 9(2)(a) § 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			data' is removed, new identities will be added; § 9(2)(a) currently working on these. It is likely that the override rules won't be ready for testing until the end of January, which will leave 2 months for testing and creates a risk for GoLive. MBIE is working with the involved vendor to speed up the data deletion process. There is no dependency on NEC for the override rules, however there is a dependency on § 9(2)(a) is determining mitigations around additional resourcing, and will discuss this with Richard. The Face thresholds were scheduled for completion at the end of November; however, they are delayed with the prioritisation of the override rules; once these are dealt with, the face thresholds will be under review. This action to be kept open. 26/11: Face thresholds should be completed Friday this week (29 NOV); a memo for Richard's approval will then be drafted. A meeting was held last week regarding override rules, where it was proposed to use production data to get a better representation of identities; this was verbally approved by § 9(2)(a) but written approval is requested so that § 9(2)(a) can then pull together some further details and commence testing. It was noted that the impact of the override rules on the interdependence of other delivery milestones is not significant, and there is no impact at all to NEC. § 9(2)(a) is hoping to have the override rules finalised by the end of February. § 9(2)(a) provide written approval around using Production data for the override rules thresholds. This action to remain open until the Memo re face thresholds has been approved, and the override rules have been confirmed. 12/11: Work is still in progress but taking longer than hoped. Face thresholds are likely to be completed at the end of November. Override rules continue to be a challenge, as the data needs to be 'cleaned up' so that it is more representative of Production data. An update to be provided at the next Steering Group meeting. 29/10: Work on the face thresholds is likely to be completed by next week (w/e 08NOV). Override rules are waiting for some data issues to be resolved and for the workflow registration defect fix. § 9(2)(a) asked what impact the findings would have around additional work required. She is happy to close this action if there is no impact to NEC, but if NEC is impacted, it should stay open. § 9(2)(a) advised that the outcomes from the workflow registration defect fix might affect § 9(2)(a) analysis; § 9(2)(a) provide an update at the next Steering Group meeting. 15/10: Not updated this meeting 01/10: § 9(2)(a) should complete work on the face thresholds in the next week, with testing starting this week. In regard to override rules, barriers are being	

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					worked through with DXC around using production data for testing, however until the workflow defect is fixed, MBIE are unable to start testing. 26/09: Override rule barriers are still being worked through. Face is ongoing, but should be completed in next 1-2 weeks. Fingerprint thresholds are progressing. 17/09: Ongoing – override rules have hit some barriers with the quality of data in the UAT environment. s 9(2)(a) and s 9(2)(a) working with s 9(2)(a) sort this. s 9(2)(a) continue to monitor progress. Action to remain open. 03/09: s 9(2)(a) currently working closely with fingerprint experts to ensure this is progressing. Two more days are needed for surety on the fingerprint thresholds, and the time frame for face images is 2.5 weeks. Action to remain open 20/08: s 9(2)(a) has created a test plan for fingerprint thresholds; he is waiting for feedback from s 9(2)(a) Action moved to MBIE open actions. 06/08: This action to be left open until the Fingerprint thresholds have been provided. 23/07: A meeting is arranged for 1.30PM today with s 9(2)(a) discuss fingerprint threshold requirements and what's possible given where we're at. Something could potentially be done in Pre-prod, but we don't have the volume of data. s 9(2)(a) will confirm this today. s 9(2)(b)(ii) 09/07: Opened:	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#431	26/11/2024	s 9(2)(a) share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).	s 9(2)(a)	10/12 s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner. s 9(2)(a) noted that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table s 9(2)(a) has provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined, The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13th December; from there the determination on which risks are being raised with NEC can be made and s 9(2)(a) will commence discussion with NEC next week. Action Closed

AP#	Date	Action	Owner	Update/Comments
				26/11: Opened
AP#430	26/11/2024	s 9(2)(a) will follow up with s 9(2)(a) around the IPE EULA, and will send the Rate Card through to s 9(2)(a) once NEC have finished reviewing it.	s 9(2)(a)	10/12: Rate card for IPE SOW variation provided. The work for the IPE EULA has not been completed yet due to the higher priority commercial work on the MSA – Delivery date for IPE EULA TBC. s 9(2)(a) raised a query around the IPE EULA, asking what the license is for and noting that MBIE had been initially told that an IPE EULA wasn't required. She noted that if the IPE EULA is around notified terms, to the End User, than it should be available immediately, but it seems that its currently being drafted s 9(2)(a) said that he thought that an IPE EULA was being included to align IPE with BCU, however he would pass s 9(2)(a) question to s 9(2)(a) Richard suggested to close this action and raise a new action for s 9(2) to follow up with s 9(2)(a) for a date for the IPE EULA. Action Closed 26/11: Opened
AP#433	26/11/2024	s 9(2)(a) to send through a plan for the remaining Severity 2 defects to be resolved as much as possible by the end of December, and provide an email update to the Steering Group.		10/12: Plan for the remaining Sev 2 defects has been agreed via the Executive report, with the delivery being completed via 2 remaining releases – 12th December and 16th January. Exact numbers in each release are dependent on new defects being raised and complexities involved in analysis, reproduction & remediation. s 9(2)(a) noted that approximately 23 or 24 defect fixes are scheduled to be delivered on Thursday 12 December, with the remaining approximately 10 defect fixes to be delivered on Thursday 16 January. s 9(2)(a) raised a query around whether new test cases were still being raised; s 9(2)(a) advised that new defects are being raised as a result of testing on current defect fixes, but no new test cases are being created, and the amount of new defects has decreased. Non-functional requirements testing is still progressing. Action Closed 26/11: Opened

Closed Actions Register – including redacted actions:



BCU Project -Closed
Actions Register_inc

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441

	04/05/21		
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	



Date & Time	Tuesday 14 th January 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 20250114 BCU Steering Group Mee
In Attendance	s 9(2)(a) [Redacted] [Redacted]
Apologies	Richard Owen, Michael Alp

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 10 December 2024 were then accepted and actions updated.

2. NEC Update s 9(2)(a)

- Status Report
 - Current Overall Rag Status is still Amber due to the related to the Severity 2 defects around Workflow, including Capping and Override rules.
 - NEC are waiting for access to the Production Environment so that they may check components for biographic migration.
 - Action:** s 9(2)(a) will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)
 - Datacom extracts are progressing for biometrics.
 - NEC are still 'Laser-focused' on Severity 2 defect remediation.
 - A software release will occur on Thursday, 16 January; of the 36 items included, approximately 14 or 15 of these are Severity 2 defect fixes, as well as some security items.
 - There will be a further software release on Thursday 30 January 2025, however s 9(2)(a) confirmed that the release on 16 January is the main release, and any 'wash up' will be included on 30th January, with no releases thereafter.
 - s 9(2)(a) advised that there are 19 open defects to be fixed by the end of January, not including those tagged to the 16 January release; s 9(2)(a) advised that he would follow up and go through the remaining items in detail once the 16 January release has been delivered.
 - The Issue around Datacom Level 2 support is largely resolved; however, input from Datacom is still required for other aspects; this issue will remain open until NEC have full support and Datacom are comfortable in taking over for Production.
 - Progress on the Commercial documents is progressing, with the agreement by MBIE to 'park' the IPE SoW, and work to include the security components.
 - Change requests are being logged and progressed for Security remediation of remaining inflight and must items.
 - NECAM is working through the security items, s 9(2)(a) will provide this information to MBIE early next week (week commencing 20 January 2025).
 - s 9(2)(a) raised a query around the responsibility for Datacom upskilling in terms of things they need to know from NEC.
 - MBIE is the responsible party; a statement of work for Knowledge transfer will be arranged with Datacom.
 - s 9(2)(a) raised a query around the NEC Status report, asking what was meant by 'Planning for post go-live support in progress'; s 9(2)(a) advised that this was linked to the BCU Support SoW.
 - s 9(2)(a) said that he and s 9(2)(a) would meet to discuss next week.
- Outstanding Commercial Documents
 - MSA – a meeting was held last Friday (10JAN25) with Carolyn Tremain; good progress was made.
 - s 9(2)(a) advised that she won't be able to have an MSA ready for NEC by this Thursday (16 JAN 25), but will come back to s 9(2)(a) offline.

- o The BCU Support SoW was provided to NEC on Friday 20 December 2024; MBIE are waiting for feedback.
- o The intention for both parties is to have all commercial documents finalised by the end of February.
- NEC Left the meeting at **11.31 AM**

3. MBIE Update: s 9(2)(a)

- Status Report
 - o Taken as read.
 - o As IPE has officially been separated from BCU, there will be two separate PSRs included in the Steering Group Papers.
 - o Once the solution is completed, work will continue for release 1.1 (fast followers) under a maintenance workstream.
- Commercial Update – s 9(2)(a)
 - o At the MSA meeting on Friday, Carolyn highlighted that MBIE and the NZ Governments relationship with NEC is long term and strategic.
 - o s 9(2)(a) will liaise with NEC offline around some points from NEC that she doesn't believe MBIE agreed to at Friday's meeting.
 - o The Datacom Support agreement is not currently on the radar; this is crucial to get under way.
 - o **Action:** s 9(2)(a) facilitate the Datacom Support Agreement.
 - o Early Life Support arrangements for Datacom also need to be considered – these will be separate to the support agreement.
- Risks and Issues
 - o Not discussed

4. MBIE & NEC Executive Report s 9(2)(a)

- Taken as read
- The confidence from NEC to have a release candidate for the end of January is good s 9(2)(b)(ii)
- Commercial Rag status is still Red, until MBIE has agreement on the revised MSA wording and feedback on the BCU Support SoW.
- Executive Meetings will recommence next week (w/c 20 January)
- Highlighting a revised timeframe will happen once we have clear understanding on the project timeframe.

5. Other Business

- s 9(2)(a) team is working on the Risk position memo; Richard to review this next week.
- s 9(2)(a)
- s 9(2)(a) advised that s 9(2)(a) will be taking a more active role in BCU and IPE and s 9(2)(a) will still be available where needed.

6. Summary of Action Points

- ACTION: s 9(2)(a) will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)
- ACTION: s 9(2)(a) to facilitate the Datacom Support Agreement (**redacted action**).
- ACTION: A copy of the Memo about the definition and identification of BCU must fix defects will be sent to internal Steering Group attendees s 9(2)(a) (**redacted action**)
- ACTION: s 9(2)(a) will organise a meeting with NEC to discuss Override rules – see Action AP#411
- ACTION: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025. See Action AP#431

The meeting finished at 12:00PM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#440	14/01/2025	S will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)	s 9(2)(a)		14/01/2025: Opened	17/01/2025
AP#439	14/01/2025	S to facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>			14/01/2025: Opened	29/01/2025
AP#431	26/11/2024	S will share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).			14/01/25: Action re-opened and updated: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025. 10/12: s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner. s 9(2)(a) noted that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table that s 9(2)(a) has provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined. The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13th December; from there the	29/01/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
			s 9(2)(a)		determination on which risks are being raised with NEC can be made and s 9(2)(a) team will commence discussion with NEC next week. Action Closed 26/11: Opened	
AP#438	10/12/2024	s 9(2)(a) will follow up on the timing for s 6(c) and to understand the implication on BCU and IPE GoLive.			14/01/25: Datacom is working with MBIE to make sure that IBW can work on MBIE devices; this action to remain open for further updating. 10/12: Opened	29/01/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. 10/12: Override Rules: There are delays to finalising the override rules, as it was discovered that the data being tested is not in good form, and approximately 2m 'bad data' identities are now being deleted. Once the 'bad data' is removed, new identities will be added; s 9(2)(a) is currently working on these. It is likely that the override rules won't be ready for testing until the end of January, which will leave 2 months for testing and creates a risk for GoLive. MBIE is working with the involved vendor to speed up the data deletion process. There is no dependency on NEC for the override rules, however there is a dependency on s 9(2)(a) is determining mitigations around additional resourcing, and will discuss this with Richard. The Face thresholds were scheduled for completion at the end of November; however, they are delayed with the prioritisation of the override rules; once these are dealt with, the face thresholds will be under review. This action to be kept open. 26/11: Face thresholds should be completed Friday this week (29 NOV); a memo for Richard's approval will then be drafted. A meeting was held last week regarding override rules, where it was proposed to use production data to get a better representation of identities; this was verbally approved by s 9(2)(a) but written approval is requested so that s 9(2)(a) can then pull together some further details and commence testing. It was noted that the impact of the override rules on the interdependence of other delivery milestones is not significant, and there is no impact at all to NEC. s 9(2)(a) hoping to have the override rules finalised by the end of February. s 9(2)(a) to provide written approval around using Production data for the override rules thresholds. This action to remain open until the Memo re face thresholds has been approved, and the override rules have been confirmed.	29/01/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					12/11: Work is still in progress but taking longer than hoped. Face thresholds are likely to be completed at the end of November. Override rules continue to be a challenge, as the data needs to be 'cleaned up' so that it is more representative of Production data. An update to be provided at the next Steering Group meeting. 29/10: Work on the face thresholds is likely to be completed by next week (w/e 08NOV). Override rules are waiting for some data issues to be resolved and for the workflow registration defect fix. § 9(2)(a) asked what impact the findings would have around additional work required. She is happy to close this action if there is no impact to NEC, but if NEC is impacted, it should stay open. § 9(2)(a) advised that the outcomes from the workflow registration defect fix might affect § 9(2)(a) analysis, § 9(2)(a) will provide an update at the next Steering Group meeting. 15/10: Not updated this meeting 01/10: § 9(2)(a) should complete work on the face thresholds in the next week, with testing starting this week. In regard to override rules, barriers are being worked through with DXC around using production data for testing, however until the workflow defect is fixed, MBIE are unable to start testing. 26/09: Override rule barriers are still being worked through. Face is ongoing, but should be completed in next 1-2 weeks. Fingerprint thresholds are progressing. 17/09: Ongoing – override rules have hit some barriers with the quality of data in the UAT environment. § 9(2)(a) and § 9(2)(a) are working with § 9(2)(a) to sort this § 9(2)(a) will continue to monitor progress. Action to remain open. 03/09: § 9(2)(a) is currently working closely with fingerprint experts to ensure this is progressing. Two more days are needed for surety on the fingerprint thresholds, and the time frame for face images is 2.5 weeks. Action to remain open 20/08: § 9(2)(a) has created a test plan for fingerprint thresholds; he is waiting for feedback from § 9(2)(a). Action moved to MBIE open actions. 06/08: This action to be left open until the Fingerprint thresholds have been provided. 23/07: A meeting is arranged for 1.30PM today with § 9(2)(a) to discuss fingerprint threshold requirements and what's possible given where we're at. Something could potentially be done in Pre-prod, but we don't have the volume of data. § 9(2)(a) will confirm this today. § 6(c)	

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					09/07: Opened:	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#441	14/01/2025	A copy of the Memo about the definition and identification of BCU must fix defects will be sent to internal Steering Group attendees. <i>Redacted action – MBIE Only</i>	s 9(2)(a)	16/01: Memo sent – Action Closed 14/01: Opened
AP#436	10/12/2024	A query was raised around when the Capping Defect fix was being delivered; s 9(2)(a) noted that he will confirm the delivery date.		14/01: Action Closed 13/01/25: Capping defect fixes were delivered in the last release of 2024 (1.0.30), has highlighted some issues with Override timing that NEC are investigating. 10/12: Opened
AP#435	10/12/2024	s 9(2)(a) will confirm with s 9(2)(a) when the security fixes will be delivered.		14/01: s 9(2)(a) to discuss as part of the normal security suite of work. Action Closed 13/01/25: This action was specific to the “4 or 5 existing security fixes expected” s 9(2)(a) provided a summarised update to s 9(2)(a) on Thursday 19 th December. 10/12: Opened
AP#434	10/12/2024	s 9(2)(a) to follow up with s 9(2)(a) for a date for the IPE EULA.		14/01: Action Closed 13/01/25: A specific date is unable to be confirmed as yet s 9(2)(a) sent an email on 13th December 2024, noting that NEC advised delivery of the IPE EULA as follows “And NEC will be providing the IPE EULA early in the new year when our External Legal Counsel is back from leave.” 10/12: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) <i>Note this decision has been reversed. Decommissioning will remain in scope for CR03.</i>	D00441

IN CONFIDENCE

	04/05/21		
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 14 January 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L16.02**

MEMBERS ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ
➤ Michael Alp, Chief Operations Officer, Corporate & Digital Shared Services
s 9(2)(a)

ATTENDEES

NEC

APOLOGIES ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ
➤ Michael Alp, Chief Operations Officer, Corporate & Digital Shared Services

#	Description	Time	Presenter
1	Welcome, apologies and minutes / actions – included in pack	11.30AM	s 9(2)(a)
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.35AM	
3	MBIE • Status Report (included) • Commercial Update (internal) s 9(2)(a) • Risks & Issues	11.50AM	
4	MBIE & NEC Executive Report for discussion – (included)	12.05PM	
5	Other Business	12.15PM	
6	Summary of Action Points (Time permitted)		

UPCOMING MEETINGS

Date	Time
Tuesday, 28 January 2025	11.00AM – 12.00 PM
Tuesday, 11 February 2025	11.00AM – 12.00 PM
Tuesday, 25 February 2025	11.00AM – 12.00 PM
Tuesday, 11 March 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 10 th December 2024, 11:30am to 12:30pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 20241210 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), S 9(2)(a) [Redacted] [Redacted]
Apologies	Michael Alp, S 9(2)(a)

1. Minutes of previous meeting

- o S 9(2)(a) has highlighted that the percentage of defect fixes in the following bullet point from the previous minutes is less than reported, though it was still higher than usual.
 - Around 25-30% of the defect fixes received in the release last Friday (22 NOV) have not passed testing.
- Previous minutes for the Steering Group meeting on 26 November were then accepted and actions updated.

2. NEC Update – S 9(2)(a)

- Status Report
 - o Current Overall Rag Status is Amber
 - o NEC are ensuring that they have all of the required licenses ahead of the biometric data extraction.
 - o Severity 2 Defect Remediation is the main focus, with two software releases remaining.
 - o Approximately 23 or 24 defect fixes are scheduled to be delivered on Thursday 12 December, with the remaining approximately 10 defect fixes to be delivered on Thursday 16 January.
 - o A query was raised around when the Capping Defect fix was being delivered; S 9(2)(a) noted that he will confirm the delivery date. **Action**
 - o S 9(2)(a) noted that there are 4 or 5 existing security fixes expected, and asked if they would be delivered on 12 December or 16 January; S 9(2)(a) requested S 9(2)(a) send him the information on the security fixes, and he will confirm when they will be delivered. **Action**
 - o Non-functional requirements and performance testing progress is limited and will likely go into the new year; this raises a risk to MVP if any related defects are raised.
 - o Commercial:
 - o NEC are looking forward to receiving the BCU support SoW on 13 December.
 - o S 9(2)(b)(ii) [Redacted] will follow up with S 9(2)(a) for a date for the IPE EULA. **Action.**
 - o The new version of the IPE SOW has been issued; S 9(2)(b)(ii) [Redacted]
 - o NEC are waiting on sign off for CR133, the Production Volume increase from S 9(2)(b)(ii) [Redacted] this will likely be next week, once the internal process is complete.
 - o S 9(2)(a) noted that there was an issue around the reliance on a rollout S 6(c) [Redacted] IBW and he wanted to understand from NEC's point of view how big of an issue this is.

- o NEC advised that they understood there is a workaround S 6(c) and are investigating whether Datacom have any expertise in that space, but the best outcome is S 6(c) rollout for IPE devices.
- o An action was raised to follow up on the timing S 6(c) and to understand the implication on BCU and IPE GoLive. **Action** s 9(2)(a)
- o s 9(2)(a) noted that an updated version of the MBIE A3 Swim-Lane document has been sent to s 9(2)(a)
- Outstanding Commercial Documents
 - o Discussed previously
- NEC Left the meeting at **12.01PM**

3. **MBIE Update:** s 9(2)(a)

- Status Report
 - o Taken as read.
- Project Change Request
 - o Project Change Request CR6.1 was endorsed by the BCU Project Steering Group.
- Commercial Update s 9(2)(a)
 - o MBIE Confidential
- Risks and Issues
 - o Brief discussion held under Open Actions around Risk 82 re Override Rules
 - o s 9(2)(a) noted that Risk 56 (Commercial Negotiations between MBIE and NEC) are now an issue.

4. **MBIE & NEC Executive Report** s 9(2)(a)

- Taken as read
- MVP is on track for end January and GoLive is still scheduled for April 2025, subject to the amount of defects resolved on Thursday 12 December and 16 January 2025.
- A formal announcement around the GoLive date needs to be made by the end of January 25, as the Business will need time to prepare.

5. **Other Business**

- Richard acknowledged that although this has been a challenging project, good progress has been made this year.
- A big thanks from Richard and Michael to the Project Team for their tremendous efforts; GoLive is getting closer.

6. **Summary of Action Points**

- ACTION: A query was raised around when the Capping Defect fix was being delivered; s 9(2)(a) noted that he will confirm the delivery date.
- ACTION: s 9(2)(a) will confirm with s 9(2)(a) when the security fixes will be delivered.
- ACTION: s 9(2)(a) to follow up with s 9(2)(a) (NEC Commercial) for a date for the IPE EULA.
- ACTION: s 9(2)(a) will follow up on the timing S 6(c) and to understand the implication on BCU and IPE GoLive.

The meeting finished at 12:27PM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#436	10/12/2024	A query was raised around when the Capping Defect fix was being delivered; s 9(2)(a) noted that he will confirm the delivery date.	s 9(2)(a)		10/12: Opened	14/01/2025
AP#435	10/12/2024	s 9(2)(a) will confirm with s 9(2)(a) when the security fixes will be delivered.			10/12: Opened	14/01/2025
AP#434	10/12/2024	s 9(2)(a) follow up with s 9(2)(a) for a date for the IPE EULA.			10/12: Opened	14/01/2025

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#438	10/12/2024	s 9(2)(a) will follow up on the timing for s 6(c) and to understand the implication on BCU and IPE GoLive.	s 9(2)(a)		10/12: Opened	14/01/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			10/12: Override Rules: There are delays to finalising the override rules, as it was discovered that the data being tested is not in good form, and approximately s 6(c). Once the 'bad data' is removed, new identities will be added; s 9(2)(a) currently working on these. It is likely that the override rules won't be ready for testing until the end of January, which will leave 2 months for testing and creates a risk for GoLive. MBIE is working with the involved vendor to speed up the data deletion process. There is no dependency on NEC for the override rules, however there is a dependency on s 9(2)(a) determining mitigations around additional resourcing, and will discuss this with Richard.	10/12/24

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					The Face thresholds were scheduled for completion at the end of November; however, they are delayed with the prioritisation of the override rules; once these are dealt with, the face thresholds will be under review. This action to be kept open. 26/11: Face thresholds should be completed Friday this week (29 NOV); a memo for Richard's approval will then be drafted. A meeting was held last week regarding override rules, where it was proposed to use production data to get a better representation of identities; this was verbally approved by § 9(2)(a), but written approval is requested so that § 9(2)(a) can then pull together some further details and commence testing. It was noted that the impact of the override rules on the interdependence of other delivery milestones is not significant, and there is no impact at all to NEC. § 9(2)(a) is hoping to have the override rules finalised by the end of February. § 9(2)(a) to provide written approval around using Production data for the override rules thresholds. This action to remain open until the Memo re face thresholds has been approved, and the override rules have been confirmed. 12/11: Work is still in progress but taking longer than hoped. Face thresholds are likely to be completed at the end of November. Override rules continue to be a challenge, as the data needs to be 'cleaned up' so that it is more representative of Production data. An update to be provided at the next Steering Group meeting. 29/10: Work on the face thresholds is likely to be completed by next week (w/e 08NOV). Override rules are waiting for some data issues to be resolved and for the workflow registration defect fix. § 9(2)(a) asked what impact the findings would have around additional work required. She is happy to close this action if there is no impact to NEC, but if NEC is impacted, it should stay open. § 9(2)(a) advised that the outcomes from the workflow registration defect fix might affect § 9(2)(a) analysis; § 9(2)(a) will provide an update at the next Steering Group meeting. 15/10: Not updated this meeting 01/10: § 9(2)(a) should complete work on the face thresholds in the next week, with testing starting this week. In regard to override rules, barriers are being worked through with DXC around using production data for testing, however until the workflow defect is fixed, MBIE are unable to start testing. 26/09: Override rule barriers are still being worked through. Face is ongoing, but should be completed in next 1-2 weeks. Fingerprint thresholds are progressing. 17/09: Ongoing – override rules have hit some barriers with the quality of data in the UAT environment. § 9(2)(a)	

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					and s 9(2)(a) are working with s 9(2)(a) to sort this s 9(2)(a) will continue to monitor progress. Action to remain open. 03/09: S s 9(2)(a) currently working closely with fingerprint experts to ensure this is progressing. Two more days are needed for surety on the fingerprint thresholds, and the time frame for face images is 2.5 weeks. Action to remain open 20/08: s 9(2)(a) has created a test plan for fingerprint thresholds; he is waiting for feedback from s 9(2)(a). Action moved to MBIE open actions. 06/08: This action to be left open until the Fingerprint thresholds have been provided. 23/07: A meeting is arranged for 1.30PM today with s 9(2)(a), and s 9(2)(a) to discuss fingerprint threshold requirements and what's possible given where we're at. Something could potentially be done in Pre-prod, but we don't have the volume of data s 9(2) will confirm this today. s 9(2)(b)(ii) 09/07: Opened:	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#431	26/11/2024	s 9(2)(a) will share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).	s 9(2)(a)	10/12: s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner. s 9(2)(a) that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table that s 9(2)(a) has provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined. The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13th December; from there the determination on which risks are being raised with NEC can be made and s 9(2)(a) will commence discussion with NEC next week. Action Closed 26/11: Opened
AP#430	26/11/2024	s 9(2)(a) will follow up with s 9(2)(a) around the IPE EULA, and will send the Rate Card through to s 9(2)(a) once NEC have finished reviewing it.	s 9(2)(a)	10/12: Rate card for IPE SOW variation provided. The work for the IPE EULA has not been completed yet due to the higher priority commercial work on the MSA – Delivery date for IPE EULA TBC. s 9(2)(a) raised a query around the IPE EULA, asking what the license is for and noting that MBIE had been initially told that an IPE EULA wasn't required.

AP#	Date	Action	Owner	Update/Comments
				She noted that if the IPE EULA is around notified terms, to the End User, than it should be available immediately, but it seems that its currently being drafted s 9(2)(a) said that he thought that an IPE EULA was being included to align IPE with BCU, however he would pass s 9(2)(a) question to s 9(2)(a) Richard suggested to close this action and raise a new action for s 9(2)(a) follow up with s 9(2)(a) (NEC Commercial) for a date for the IPE EULA. Action Closed 26/11: Opened
AP#433	26/11/2024	s 9(2)(a) send through a plan for the remaining Severity 2 defects to be resolved as much as possible by the end of December, and provide an email update to the Steering Group.	s 9(2)(a)	10/12: Plan for the remaining Sev 2 defects has been agreed via the Executive report, with the delivery being completed via 2 remaining releases – 12th December and 16th January. Exact numbers in each release are dependent on new defects being raised and complexities involved in analysis, reproduction & remediation s 9(2)(a) noted that approximately 23 or 24 defect fixes are scheduled to be delivered on Thursday 12 December, with the remaining approximately 10 defect fixes to be delivered on Thursday 16 January. s 9(2)(a) raised a query around whether new test cases were still being raised, s 9(2)(a) advised that new defects are being raised as a result of testing on current defect fixes, but no new test cases are being created, and the amount of new defects has decreased. Non-functional requirements testing is still progressing. Action Closed 26/11: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register.docx

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	

Overall RAG Status	BCU & IPE	Mitigation/Path to Green
Commentary	Defect remediation continues with the same laser-like focus for the MVP related defects (Sev 1 & 2), however severity 2 defects are continuing to be raised with an additional 2 workflow issues raised on the last day of 2024 – unfortunately this will make it difficult to achieve final delivery for the MVP on 16th Jan, so the contingency of 31st Jan will be required. This will still allow for a 4 week regression with hotfixes being applied if/as required, followed by another 2-4 weeks for completion of security and change approvals. Production environment build activity & approvals progressing slowly, increasing the risk of delays for production data migration. UAT Non-Functional & performance testing has been progressing, albeit slowly, and expecting to complete in early February. MBIE data cleanup exercise in the UAT environment in December may result in requirements to update the status of specific records to be “Done” in the NEC solution. MBIE to confirm requirements to enable sizing if this needs to progress. Datacom level 2 resources have indicated that they have sufficient information to carry out specific activities around gathering logs for issues, leaving a significant resourcing gap for MBIE – Issue I427 logged to ensure continuity for the project. MBIE have confirmed priority for Security remediation items and requested delivery dates for everything. Change requests have been logged to progress the sizing of the work for the “Must” priority items that are not already in flight. Approvals will be sought to progress these items via the Steering Group as this may impact schedule & cost.	Status remains amber following the late Sev 2 defects related to the workflow (override vs Capping rules order) and the assessment of the security changes being progressed. UAT/Production potential data changes also have potential to impact on schedule.

RAG Status of key Measures		
Scope	A	Potentially a significant impact on scope based on the completed MBIE security testing results from UAT, however MBIE have indicated they will progress exemptions to allow go-live approval (sizing in progress for all high priority items not already in flight). A request to progress a datafix in UAT that could potentially apply to production at a later date is likely representing an increase in scope.
Budget	G	Impacts of changed go-live date assessed and incorporated into agreement at exec level for both Monthly T&M and Band C to Band D payment agreement (Signed CR received Dec 24). Any additional effort required will be progressed via change control process.
Schedule	G	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed an Early April Go-Live date. Other operational readiness activities being replanned to align with the new date.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Planning for post go-live support in progress.
Commercial	A	IPE SOW Variance for Hardware Removal ready for execution, MBIE to provide next version with Security variation. BCU Support SOW under NEC review. EULA comfort letter content shared with MBIE. MSA v1.7 provided to MBIE for review & response – aspects being discussed at senior level. IPE EULA to be provided to MBIE.
Relationship	G	Relationship at both senior and working group levels very positive/productive – continued communication at senior level to maintain a positive approach.

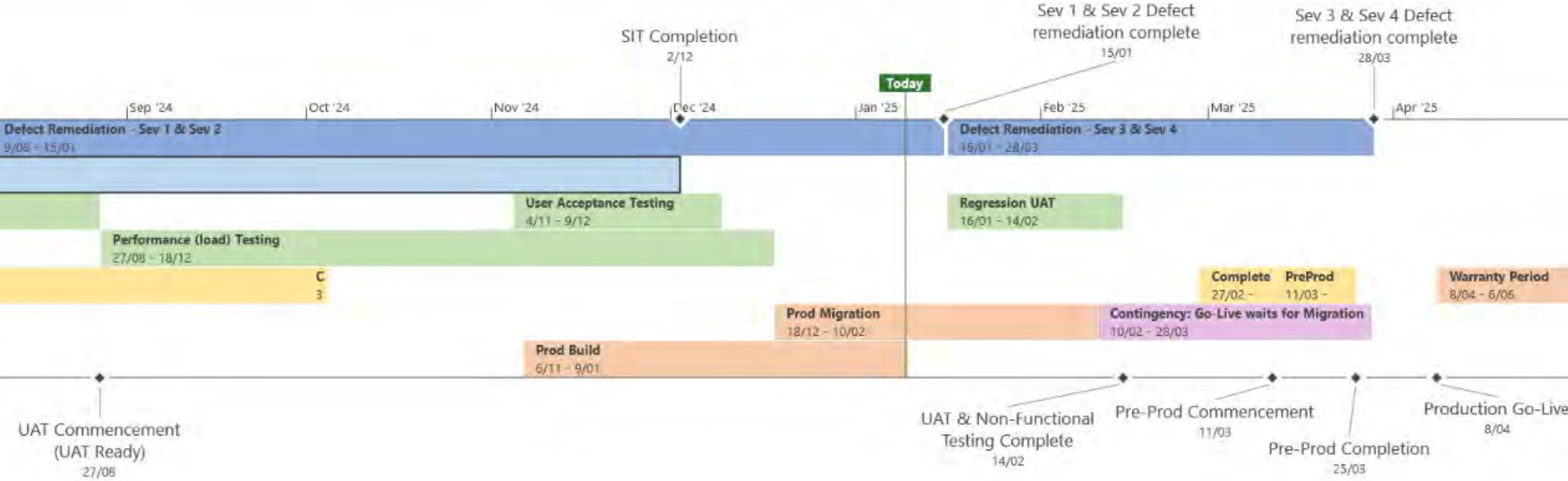
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	A	02-Dec-24	02-Dec-24	0	0	Test case execution and defect raising continues
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	G	18-Dec-24	14-Feb-25	28		NF Testing & performance testing activities have recommenced following the priority work in Pre-Production.
Pre-Production Commencement	G	07-Feb-25	11-Mar-25	22		Cutover/rollback activities completed. Full cutover to occur closer to Go-Live.
Pre-Production Complete	G	07-Mar-25	22-Mar-25	13		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	G	8-Apr-25	8-Apr-25	0	34	MBIE go/no-go decision has pushed go-live out, however there is a large contingency wait period so that production readiness activities can be completed ahead of an early April go-live with the ANZAC weekend used for fallback.

High Rated Issues				
#	Description	Impacts / Next Steps	RAG	
I427	MBIE, as the System Integrator is ultimately responsible for the level 2 support, both during the project and post go-live. The most important aspect of this L2 support is the initial triage which involves extracting the logs, looking at them to determine who then needs to be involved - Infrastructure, Network, Application, Security etc. depending on the error, then coordinating across all of the required teams to enable/determine a path to resolution. An issue was recently raised that highlighted the need to have this level 2 support resource on the project. MBIE agreed that this is a key requirement and acknowledged that to date resources from NEC had been heavily involved in this aspect of the project, so arranged for Datacom to become involved to pick up this role, and to learn from the NEC resources, where to find the logs and how to go about triaging the various different scenarios. MBIE have now advised that Datacom have learned sufficient about what they will need to do in production, so are removing the resources from the project, leaving a gap that needs to be filled. If NEC are to maintain a laser-like focus on the remediation of defects, that is where they should be using their resources, rather than coordinating level 2 support across all solution components.	1) Escalate to Project Steering Committee to assist with resolution (done) 2) Acknowledge potential impacts to defect remediation if the L2 support is no longer available, or if the NEC resources are required to fill the gap again. (done) 3) MBIE work with Datacom to ensure the required level 2 support is provided for the project. (In Progress)	A	

High Rated Risks				
#	Description	Mitigation/Treatment Plan		RAG
R420	Multiple "Must" priority application security improvements required in OOTB solution. MBIE Security have released preliminary findings of a comprehensive cyber investigation carried out by Carapace who have been provided with full access within the solution environment. The findings have identified multiple opportunities for improvements in the application security that will be investigated and assessed based on the priorities provided by MBIE. The risk assessment (not provided) and the subsequent "Must" priority of many of the items presents a significant risk for the desired go-live date of April 2025.	- NECNZ work with NECAM to size the "Must" recommendations (<i>done</i>) - NEC discuss/agree compensating controls that will be acceptable to enable current planned go-live (<i>awaiting direction/priority from MBIE</i>) - Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction		A

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
108	Monitoring & Alerting NEC Consultation	No	s 9(2)(b)(ii)	Approved & in progress
133	Production Volumes Increase from Band C to Band D	No	EULA	Signed Approval Received late December

High-level Schedule/Timeline



Release Road Map for MBIE

MBIE - BCU and IPE Defects :SIT Release 1.0.31	16/Jan/25
MBIE - BCU and IPE Defects :SIT Release 1.0.31 IPE	16/Jan/25
MBIE - BCU and IPE Defects :SIT Release 1.0.32	30/Jan/25
MBIE - BCU and IPE Defects :SIT Release 1.0.31.1 IPE	30/Jan/25
MBIE - BCU and IPE Defects :SIT Release 1.0.33	13/Feb/25
MBIE - BCU and IPE Defects :SIT Release 1.0.34	27/Feb/25

Release 1.0.30 – Released 12th Dec (47)

- SIT must have defects (21)

Release 1.0.31 – To be released 16th Jan (44)

- SIT must have defects (20)
- Security Fixes (3)

Release 1.0.31.1 IPE – Released 16th Dec (3)

- SIT must have defects (1)

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

Fixed for Go Live		
Status	Sev 2 - Major	T1
IN REVIEW - NECAM	2	2
IN PROGRESS - NZ	2	2
READY FOR TESTING N...	10	10
READY FOR DEPLOYM...	1	1
IN PROGRESS - NECAM	5	5
IN REVIEW - NZ	6	6
AWAITING MBIE	5	5
Total Unique Issues:	31	31

This is the number of SIT defects to be fixed before go live

Defects : 31
With NECAM : 7
With MBIE: 5

Overall, 3 down from last report

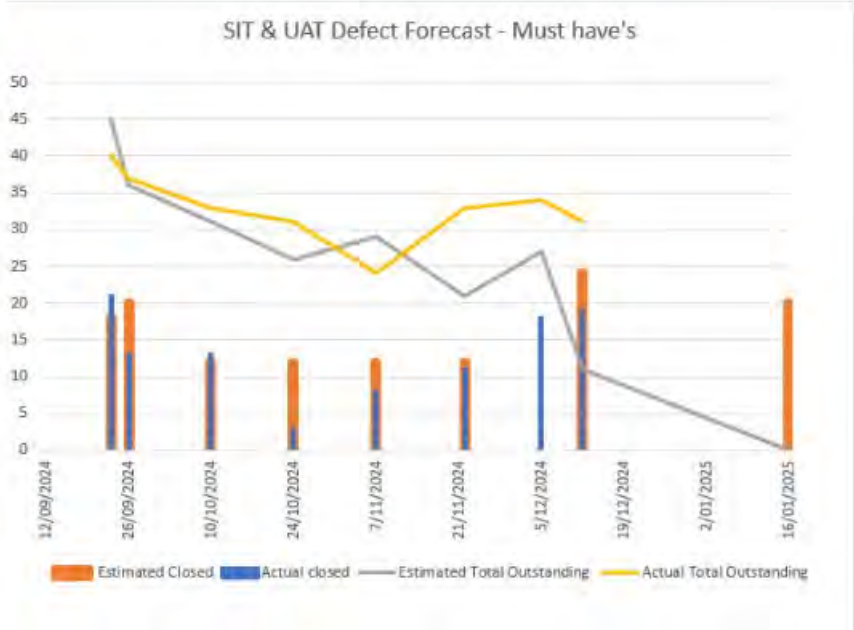
The fix go live defects have been combined and are planned to be delivered to MBIE in the following releases:

- Release 1.0.31 – 16/01/2025 - 20
- Release 1.0.32 – 30/01/2025 - 6

Awaiting MBIE – 5 – No resolution date

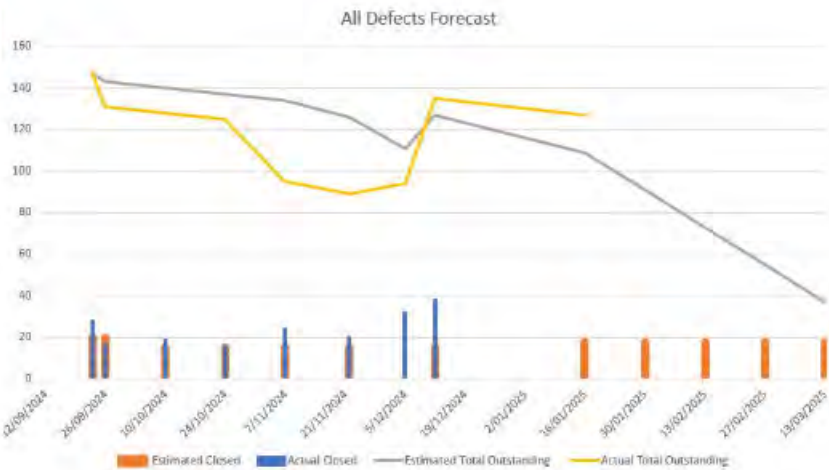
SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	12	7	8	6	29	24
Release 1.0.29	21/11/2024	12	0	11	14	21	33
	05/12/2024	0	0	18	11	27	34
Release 1.0.30	12/12/2024	24	3	19	9	11	31
Release 1.0.31	16/01/2025	20	1			0	
Release 1.0.32	31/01/2025	11					



SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	20	13	28	9	147	131
Release 1.0.25	26/09/2024	20	16	16	4	143	128
Release 1.0.26	10/10/2024	15	12	19	10	140	125
Release 1.0.27	24/10/2024	15	12	15	2	137	95
Release 1.0.28	7/11/2024	15	12	24	15	134	89
Release 1.0.29	21/11/2024	15		20	14	126	94
	5/12/2024			32	23		135*
Release 1.0.30	12/12/2024	15		38	14	127	127*
Release 1.0.31	19/12/2024	18				109	
Release 1.0.32	16/01/2025	18				91	
Release 1.0.33	30/01/2025	18				73	
Release 1.0.34	13/02/2025	18				55	
Release 1.0.35	27/02/2025	18				37	
Release 1.0.36	13/03/2025	18				19	
Release 1.0.37	27/03/2025	19				0	



*Added the UAT defects into the overall count

Project Details

Delivery Portfolio	Immigration
Sponsor	Michael Alp
Business Owner	s 9(2)(a)
Project Manager	
% Complete	69%
Overall RAG Status	
Number of Active Risks	6
Number of Active Issues	4

Project Summary

A project to significantly upgrade the biometrics matching software that is the source of identify information for all non-New Zealanders. Out-dated, complex and inflexible software will be updated so that it is fit for purpose, secure and reduces ongoing

Project Phase

Project Phase	Build/Test
Project Start Date	19/03/2020
Project Finish Date	26/06/2025

Plan to Green

* Test capacity on the project has been increased significantly to cover testing of new releases and perform regression testing without causing delays.

* “Laser focus” by NEC on defect remediation to deliver a production ready MVP by the end of January 2025 (delayed from December 2024).

* Weekly Exec meeting between the CEO of MBIE and the lead vendor, with increased focus on support SOW.

* Articulating the security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Overall Commentary

A revised schedule, with go-live and project closure in the first half of 2025 has been approved by the Delivery Governance Board (DGB). Confirmation of a go-live date will not be made until there is certainty about the production candidate solution. The go-live date is also affected by unresolved issues such as unmitigated security risk and the need for some integrated components to be upgraded to Windows 11.

Other high-profile risks include:

- 1) commercial negotiations between MBIE and NEC,
- 2) operational readiness requirements.

Progress since last report

- Released build 1.0.30 of IDme on 12/12/24.
- Completed Business Acceptance testing round 2.
- Progressed Non-functional Requirement testing.
- Increased executive focus on Commercial negotiations with lead vendor.
- Deployed the solution to the production environment.

Upcoming activities

- Release build 1.0.31 on 16/01/2025.
- Progress Non-functional Requirements testing.
- Progress commercial negotiations with lead vendor and prepare for negotiations with Datacom on service desk and Level 2 support.
- Start migration of data in production.

Highlights

Round 2 of Business Acceptance Testing completed in December 2024, providing a higher level of certainty about the outstanding requirements for business acceptance and sign-off of the solution.

Lowlights

A production ready MVP was not achieved by December 2024 as planned. The deferred date is 31 January 2025.

Commercial negotiations with the lead vendor are posing significant challenges with increasing risk for go-live.

RAG



Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
NEC	Master ICT Agreement between MBIE and NEC New Zealand Limited

Vendor Performance RAG



RAG Commentary

Benefit	
comments	Benefits have been reviewed in December 2024 and are on track.
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer and drives cost up. Cyber security Controls Validation Audit (CVA) is increasing cost for internal team as well as vendors. Uncertainty over the ongoing operational expenses makes it hard to provide Project Whole of Life Cost (WoLC) estimates.
Issue	
comments	Issues are being monitored and escalated where required. A key issue is the high number of Severity 2 defects remaining which need to be fixed to have a production release candidate. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification. A Windows 11 upgrade is required for the “IBW” integrated component to work, which adds considerable complexity as MBIE/INZ is still on Windows 10.
Resource	
comments	Project is fully resourced. Some contracts need to be extended to keep the core team intact. Contract extensions are progressing well.
Risk	
comments	Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) having missed the December 2024 milestone date for a production release candidate is a risk to the go-live date, s 6(c) 3) Operational Readiness and technical support for transition to production BAU are delayed by other priorities.
Schedule	
comments	There are ongoing delays and the production ready MVP solution had to be postponed from December 2024 to January 2025. Focus on the production ready MVP is causing delays for other work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope	
comments	Scope is amber as a large number of defects and security issues have been deferred to after go-live. These defects are required for a sustainable product and a plan still needs to be put in place to have it remediated soon after go-live. Pressure remains to fix only critical defects, and this erodes scope/system functionality. Progress is being made with planning of a follow up release for deferred defects.

Escalated Risks

Risk ID	
36	
Risk Description	Operational Support
Risk Owner	s 9(2)(a)
Inherent Risk Level	Medium
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	1. Ensuring support agreements with NEC provide assurance of locally available technical resource. 2. Ensure that support agreement SLAs are acceptable to the INZ business owners. 3. Visibility of ongoing investment in local technical resource by NEC.
56	
Risk Description	Commercial negotiations between MBIE and NEC
Risk Owner	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	Escalate delays to MBIE and NEC Steering committee members. If agreement cannot be achieved at this level, then further escalation in both organisations should be actioned
70	
Risk Description	Severity and volume of defects
Risk Owner	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	Accept vendor process changes to improve defect resolution. Monitor vendor defect resolution against targets and implement an escalation process. Escalate in project governance. Plan for regular business reviews and workaround development.
Risk Treatments	Work with key vendors to drive the number of bugs down (or mitigate), increase the defects fixed in the available time with additional resourcing. Focusing on critical, high and selected medium defects that materially impact the business outcomes.
82	
Risk Description	Override Rules may not be fit for purpose for GoLive
Risk Owner	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	The removal of bad data has commenced following a detailed analysis of what needed to be removed. MBIE's Principal Data Scientist is developing a list of good identity data to be inputted into UAT by DXC.
Risk Treatments	DXC will remove bad data and input new data as quickly as possible. MBIE's Principal Data Scientist has been freed up to fully focus on the work over the next couple of months.

Escalated Issues

Issue ID	
30	
Issue Title	Defects not fixed in a timely manner delays production ready MVP
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	31/01/2025
Issue Treatment	This has been escalated and is a key focus area at weekly meetings between MBIE and NEC executives. Release planning of defect remediation is closely monitored to align with project planning.
31	
Issue Title	Security Vulnerabilities not addressed prior to Go Live
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	31/03/2025
Issue Treatment	Project Steering Group to follow up with Lead Vendor and to be added to the agenda of the fortnightly exec Meeting with the CE of MBIE and MD of NEC. Prioritisation of Must Have Security defects and sequencing of implementation is being communicated to the lead vendor. A security memo explaining the expected risk profile of BCU is being prepared for the DCE of Immigration to test the feasibility of risk acceptance for go-live.
32	
Issue Title	Security Information and Event Management (SIEM)
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	28/11/2024
Issue Treatment	A decision has been reached for BCU to use s 6(c) which is already available. This does not allow 1) application-level monitoring and it does not seem to include 2) monitoring of database access. It is expected that monitoring of 1 and 2 above will be added after BCU is live, in the second half of the 2025 calendar year but it is not clear if that is included in scope of the MBIE project or needs to be funded separately
33	
Issue Title	IBW does not work with Windows 10
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	30/01/2025



Biometric Capability Update

MBIE Executive Steering Group – Update as at 17 December 2024

In Confidence



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI

Defect Management – NEC Defects as at 17 December 2024

- There are 36 'Must Have' defects assigned to NEC. 21 are assigned to NEC for resolution and 15 require action by MBIE (14) or Datacom (1). Of the 14 with MBIE, 8 are currently 'blocked' and this has affected the ability to retest associated NEC fixes from the last release.
- The most recent NEC release noted 23 fixes with 3 defects failing testing. The totals below assume defects/fixes assigned to MBIE are successfully passed.
- NEC are forecasting to provide 12 of these defects on 16 January 2025. NEC are determining what NECAM development activity may be possible over the holiday period to continue resolving defects while NZ NEC and MBIE are on a traditionally longer holiday period. MBIE notes there are 9 defects yet to be assigned to a future release, and some may be included as part of the 16 January 2025 release, and some possibly as part of a further release on 30 January 2025 to remediate the remaining defects. This may impact the go-live timeframe of April 2025.
- There are 13 'Must Have' and 13 'fast follower' security defects that will be implemented after go-live and 1 security defect that is currently under assessment by Cyber Security. The approach and delivery timing needs to be agreed, including the commercial mechanism.

* Resolved defects are items that require no further NEC effort at this time and are dependent on another party (i.e. another vendor or MBIE).

Month	May	June			July				August					September				October			November		December		January-25		
Date	20/05	7/06	13/06	20/06	4/07	12/07	19/07	25/07	1/08	8/08	15/08	22/08	29/08	5/09	12/09	19/09	26/09	10/10	24/10	31/10	4/11	22/11	Reserve 5/12	12/12	16/1	30/1 (TBC)	
Release #	1.0.17	1.0.18	1.0.18.1	1.0.19	1.0.20	1.0.20.1	1.0.21	1.0.21.1	1.0.22	1.0.22.1	1.0.23	1.0.22.2	1.0.23	1.0.23.1	1.0.24	1.0.24.1	1.0.25	1.0.26	1.0.27	1.0.28	1.0.28.1	1.0.29	1.0.30	1.0.30	1.0.31		
Severity 1-2 fixes in release cycle	3	16	2	7	13	2	15	3	18	7	(combined with 29/08)	9	36	0	18		6	7	7	4	2	21		20	12	11	
Remaining Sev 1 - 2 defects	56	54	52	55	65	74	78	77	62	47		50	51	55	43		39	36	30	26	29	21		21*	9		
+ There are 8 blocked defect fixes that have not been able to be retested and 2 defects in 'Ready for test' and 5 defects are with MBIE as System Integrator to resolve and these have been removed from this count																											
+ New Defects raised (15% failure rate approximately)																										2	
Remaining Severity 2 defects with conservative indication of new defects raised.																									21	11	

Note: Defects assigned to NEC include open defects severity 1-2 with a priority 1, 2 or 3. Severity 2 priority 4 defects will be exception managed by the business and need to be resolved post go live of the first production release. Security defects are excluded.

Overall status is **Red**

	Activity	RAG	Original Completion	Forecast	Narrative
1	Master Services Agreement		29 Nov 2024	14 Feb 2025	MSA received NEC 5 December incorporating their feedback following meetings between NEC and MBIE teams on the 5, 7 November and the subsequent meetings between Michael Alp s 9(2)(a) s 9(2)(a) on 9 December whilst in Japan to continue discussing outstanding areas, unfortunately NEC's legal counsel was unavailable. Status: s 9(2)(a) Michael to still review points following meeting on the 9 December and MBIE legal to review feedback s 9(2)(a) Carolyn Tremain to meet on 18 and 19 December 2024. MBIE to provide fully consolidated version that includes agreements made in Tokyo with relevant comments etc. based on the version NEC sent to MBIE [MSA – MBIE and NEC v1.7(NEC 4.12.24).docx] - Date to be confirmed.
2	End User Licence Agreement – BCU		29 Nov 2024	20 Dec 2024	Email sent to NEC from Michael Alp on 28 November regarding the separate out the IP, indemnities, and liabilities. Email included a proposed path forward. Status: NEC to discuss insurance and liability information internally
3	End User Licence Agreement – IPE		29 Nov 2024	20 Dec 2024	MBIE has queried why the timeframes to provide the IPE EULA are dependent on the receiving the next version of the MSA. NEC advised the MSA was the priority and there is no urgency to complete it. Confirmation received, there are no cost implications for an IPE EULA. Status: NEC to provide copy of the IPE EULA early in the New Year (2025).
4	IPE SoW		29 Nov 2024	28 Feb 2025	NEC advised they would park the signing of the IPE SoW until the MSA and BCU Support SoW are ready. Agreement reached that Security requirements can now be included in the current variation on the IPE SoW rather than a separate variation. Status: Due to NEC's preference to park the signing of the IPE SoW until the MSA and BCU Support SoW are ready, MBIE revising the IPE SoW to include the Security requirements. MBIE to provide a fully consolidated version based on the current agreed clean version with updates for security components – Date to be confirmed.
5	BCU Support SoW		31 Jan 2025	28 Feb 2025	MBIE advised NEC 13 December 2024 of a delay in sending the BCU Support SoW. Status: MBIE to send to NEC wk/c 16 December 2024.

BCU Solution Major Activities	Start	Complete	RAG	Notes
Solution Delivery (SIT), Remediation and Testing	Ongoing	31 Dec 25 7 Feb 25		Release(s) in January 2025 are now required, resulting in testing to be completed in late January/early February 2025. The delivery of defects past the original end of Nov 24 SIT Completion date now creates a risk to delivering the projects projected Go-live April 2025 timeline.
Post SIT Testing & Remediation	18 Nov 24	28 Feb 25		UAT/BAT/Performance/Non-Functional/regression (dependant on a candidate solution being almost complete)
Security				
Security testing (2nd phase)	2 Sep 24	1 Nov 24	✓	Complete - additional defects identified
Release candidate regression testing in UAT (3rd phase) - Dates TBC	27 Jan 25	14 Mar 25		TBC – based on prioritisation and delivery of remediated defects.
Remediation re-testing fixed security issues – Dates TBC	17 Mar 25	28 Mar 25		TBC – Business risk acceptance or mitigation of residual defects prior to go-live expected
Pre-Production				
Tranche 1 - (Prod 'Dress Rehearsal') Data migration, Cutover & Roll back	1 Oct 24	29 Oct 24	✓	Complete - lessons/timings confirmed.
Tranche 2 - (Implement production version) Data Migration & Cut-over	28 Feb 25	12 Mar 25		BAU would like this to be later
Production				
Tranche 1 - Data Migration	13 Jan 25	28 Feb 25		NEC code deploy expected from 9 Jan 2025
Tranche 2 - Data Migration - (delta from Tranche 1)	17 Mar 25	4 Apr 25		
Go-Live Transition	5 Apr 25	7 Apr 25		1st Business day for usage: Tuesday 8 April 2025 (if not before). Backup date 25-27 April 25.
Commercials	Ongoing	31 Jan 25		TBC – Refer to Commercial update slide
MBIE User Training	24 Mar 25	5 Apr 25		TBC (Just in time training)
Post go live Project (R1.1 - Sev 2 P4's)	1 Mar 25	TBC		Dependant on a candidate solution being available by end Dec 24



Date & Time	Tuesday 28 th January 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 28-01-2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), Michael Alp, S 9(2)(a) [Redacted] [Redacted]
Apologies	

1. Minutes of previous meeting

- In regard to the following bullet point in the NEC Update in the previous minutes:
 - There will be a further software release on Thursday 30 January 2025, however S 9(2)(a) confirmed that the release on 16 January is the main release, and any 'wash up' will be included on 30th January, with no releases thereafter.
- S 9(2)(a) advised that this was misinterpreted, that there will be further software releases until the defect fixes have been completed.
- Previous minutes for the Steering Group meeting on 14 January 2025 were then accepted and actions updated.
- Richard thanked Michael for standing in as BCU Project Sponsor S 9(2)(a), and also for all of the work that Michael is undertaking in regard to Commercials.

2. NEC Update – S 9(2)(a)

- Status Report
 - Changes are required for workflow / capping processing and these changes will potentially impact the project schedule; to mitigate schedule impact, the Steering Group agreed that MBIE will take on the risk of taking delivery into SIT on 13 Feb at the same time as NEC NZ receive the remediated defect and both organisations will test in parallel.
 - NEC have been provided access to the Production environment and are waiting on approval of a change order to progress with biographic migration.
 - Defect remediation continues with a final push towards delivery of MVP on 31 January, though this has now been deferred to mid-February with the addition of the override and capping changes.
 - S 9(2)(a) asked if there was a timeframe for MBIE to confirm when the detailed requirements for override and capping changes will be provided to NEC; S 9(2)(a) advised that requirements are expected to be delivered this week and subject to NEC's analysis of the requirements and potential options, an estimated implementation timeframe will be provided at the next Steering Group meeting.
 - UAT non-functional and performance testing is progressing, with a targeted completion time of late February.
 - NEC are progressing with change requests for security work; S 9(2)(a) has not received details from NECAM as yet and will follow up on this.
 - Commercials are progressing and both parties are clear on the late February timeline.
 - S 9(2)(a) queried the GoLive date as the Executive Report had noted the end of April for GoLive; S 9(2)(a) advised that the GoLive date has not yet been formally announced, as MBIE want to ensure all parties are comfortable with MVP, which will be subject to successful testing of the solution in the SIT Environment, however the current target for reviewing the GoLive date is mid/late-February.
 - Once this is confirmed, NEC will be formally notified in regard to the confirmed GoLive date.
 - Action** – Formal notification will be provided to NEC the week commencing 24 February, to confirm the Project GoLive date. S 9(2)(a)
- Outstanding Commercial Documents
 - Not discussed

- Override Rules s 9(2)(a)
 - o Discussed previously
- NEC Left the meeting at **11.30AM**

3. **MBIE Update:** s 9(2)(a)

- Status Reports
 - o An updated swim-lane timeline was presented to the Executive Steering Group on Friday 24 January, noting that GoLive is expected to be the current reserve date of end April, with a caveat that MBIE has working software (MVP).
 - o There are three further releases scheduled at the end of January, in mid-February and the end of February.
 - o Performance, Regression and Business Testing will start around 13 February
 - o A new GoLive date is unable to be announced until the outcomes of testing the release on 13 February.
 - o In regard to Whole of Life Cost (WOLC), if the working solution is confirmed around March, then the WOLC will sit under the \$35m threshold, and all costs after that will go into a maintenance workstream.
 - o Variables which could affect the WOLC are the BCU Support SOW Costs, the costs around security defect fixes, and the fixed price variation which currently runs to 31 March 2025.
- Commercial Update – s 9(2)(a)
 - o MSA - A meeting was held with NEC and MBIE Legal representatives last week to review the MSA; NEC will instruct their lawyer on what has been agreed, and MBIE will expect to receive a marked-up version by 31 January 2025.
 - o Michael s 9(2)(a) are meeting with s 9(2)(a) to talk through an outstanding clause re indemnities, assurance, and liabilities.
 - o The BCU Support SoW is not progressing as desired; NEC were not comfortable with some of the content in the document MBIE sent; a workshop to discuss issues is planned for Thursday 30 January.
 - o MBIE are still waiting on the IPE EULA; NEC have advised we will have this around February 7th.
 - o Security requirements will be discussed at Thursday's workshop, and the outcomes will flow into the IPE variation.
 - o The Fixed Price T&M variation is with NEC for review – no timeframe for response has been provided.
 - o s 9(2)(a) advised that the commercial team is including Buddle Findlay in the BCU Support SoW negotiations, as they have been working with MBIE on the MSA negotiations, and the MSA and BCU Support SoW are linked.
 - o The current LSO for Buddle Findlay needs to be extended, and a further cost decided; Michael suggested s 9(2)(b)(ii)
 - o Richard will confirm further costs and cost centre for Buddle Findlay, via email to s 9(2)(a). **Action**
- Risks and Issues
 - o Not discussed

4. **MBIE & NEC Executive Report** – s 9(2)(a)

- Discussed earlier under MBIE Project Status Reports

5. **Other Business**

- Michael suggested that an Aide Memoire is provided to the Minister to provide an update on progress., similar to the update Michael provided toward the end of last year.
- s 9(2)(a) noted that the Steering Group Terms of Reference (ToR) should be updated to include the IPE Project, and circulated to the sponsor for approval. **Action**

6. **Summary of Action Points**

- ACTION: Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date s 9(2)(a)
- ACTION: Richard will confirm further costs and cost centre for Buddle Findlay, via email to s 9(2)(a)
- ACTION: Steering Group Terms of Reference (ToR) to be updated to include the IPE Project, and circulated to the sponsor for approval. s 9(2)(a)

The meeting finished at 11:55AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		28/01: Opened	25/02/2025
AP#443	28/01/2025	Steering Group Terms of Reference (ToR) to be updated to include the IPE Project, and circulated to the sponsor for approval.			04/02: Draft Updated ToR sent to Project Sponsor for review. 28/01: Opened	11/02/2025
AP#439	14/01/2025	s 9(2)(a) facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>			28/01: Negotiations are under way, with a first draft likely to be available early March. 14/01/2025: Opened	11/02/2025
AP#431	26/11/2024	s 9(2)(a) will share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).			03/02: An abridged version of the Security Risk Assessment memo was provided to NEC via email – propose this action to close. 28/01: The Cyber Team has gone through the memo with Richard; Richard will go over the memo with Alison on Thursday afternoon s 9(2)(a) and Richard will have a conversation offline and redact/release the memo from there. 14/01/25: Action re-opened and updated: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025.	11/02/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
			s 9(2)(a)		10/12: s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner. s 9(2)(a) noted that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table that s 9(2)(a) has provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined. The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13th December; from there the determination on which risks are being raised with NEC can be made and s 9(2)(a) team will commence discussion with NEC next week. Action Closed 26/11: Opened	
AP#438	10/12/2024	s 9(2)(a) will follow up on the timing for s 6(c) and to understand the implication on BCU and IPE GoLive.			28/01: IBW is now on a s 6(c) and being tested by MBIE testers. If successful, MBIE will update every IBW machine with s 6(c). NEC requested that MBIE's decision to proceed with s 6(c) captured in the minutes; this is noted in the Decisions Table below. Issue: s 6(c) be resolved tomorrow morning (Wednesday 29 January); action to be kept open until resolved. 14/01/25: Datacom is working with MBIE to make sure that IBW can work on MBIE devices; this action to remain open for further updating. 10/12: Opened	11/02/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a)			28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	11/02/2025

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#442	28/01/2025	Richard will confirm further costs and cost centre for Buddle Findlay, via email to s 9(2)(a) Redacted Action – MBIE Only	Richard	29/01: A variation to the Buddle Findlay LSO has been approved – Action Closed 28/01: Opened
AP#440	14/01/2025	s 9(2)(a) will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)	s 9(2)(a)	28/01: Done (Confirmed by NEC) – Action Closed 14/01/2025: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 28 January 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L16.02**

MEMBERS ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ (Chair)
➤ Michael Alp, Chief Operations Officer, Corporate & Digital Shared Services
s 9(2)(a)

ATTENDEES

NEC

APOLOGIES ➤

#	Description	Time	Presenter
1	Welcome, apologies and minutes / actions – included in pack	11.30AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other Override Rules – MBIE s 9(2)(a) (NEC participation concludes)	11.35AM	s 9(2)(a)
3	MBIE • Status Report (included) • Timeline • Commercial Update (internal) s 9(2)(a) • Risks & Issues	11.50AM	
4	MBIE & NEC Executive Report for discussion – (included)	12.05PM	
5	Other Business	12.15PM	
6	Summary of Action Points (Time permitted)		

UPCOMING MEETINGS

Date	Time
Tuesday, 11 February 2025	11.00AM – 12.00 PM
Tuesday, 25 February 2025	11.00AM – 12.00 PM
Tuesday, 11 March 2025	11.00AM – 12.00 PM
Tuesday, 25 March 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 14 th January 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 20250114 BCU Steering Group Mee
In Attendance	MBIE: s 9(2)(a) [Redacted] NEC: s 9(2)(a) [Redacted]
Apologies	Richard Owen, Michael Alp

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 10 December 2024 were then accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - o Current Overall Rag Status is still Amber due to the related to the Severity 2 defects around Workflow, including Capping and Override rules.
 - o NEC are waiting for access to the Production Environment so that they may check components for biographic migration.
 - o **Action:** s 9(2)(a) will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)
 - o Datacom extracts are progressing for biometrics.
 - o NEC are still 'Laser-focused' on Severity 2 defect remediation.
 - o A software release will occur on Thursday, 16 January; of the 36 items included, approximately 14 or 15 of these are Severity 2 defect fixes, as well as some security items.
 - o There will be a further software release on Thursday 30 January 2025, however s 9(2)(a) confirmed that the release on 16 January is the main release, and any 'wash up' will be included on 30th January, with no releases thereafter.
 - o s 9(2)(a) advised that there are 19 open defects to be fixed by the end of January, not including those tagged to the 16 January release; s 9(2)(a) advised that he would follow up and go through the remaining items in detail once the 16 January release has been delivered.
 - o The Issue around Datacom Level 2 support is largely resolved; however, input from Datacom is still required for other aspects; this issue will remain open until NEC have full support and Datacom are comfortable in taking over for Production.
 - o Progress on the Commercial documents is progressing, with the agreement by MBIE to 'park' the IPE SoW, and work to include the security components.
 - o Change requests are being logged and progressed for Security remediation of remaining inflight and must items.
 - o NECAM is working through the security items, and s 9(2)(a) will provide this information to MBIE early next week (week commencing 20 January 2025).
 - o s 9(2)(a) raised a query around the responsibility for Datacom upskilling in terms of things they need to know from NEC.
 - o MBIE is the responsible party; a statement of work for Knowledge transfer will be arranged with Datacom.
 - o s 9(2)(a) raised a query around the NEC Status report, asking what was meant by 'Planning for post go-live support in progress'; s 9(2)(a) advised that this was linked to the BCU Support SoW.
 - o s 9(2)(a) said that he and s 9(2)(a) would meet to discuss next week.
- Outstanding Commercial Documents
 - o MSA – a meeting was held last Friday (10JAN25) with Carolyn Tremain; good progress was made.
 - o s 9(2)(a) advised that she won't be able to have an MSA ready for NEC by this Thursday (16 JAN 25), but will come back to s 9(2)(a) offline.

- o The BCU Support SoW was provided to NEC on Friday 20 December 2024; MBIE are waiting for feedback.
- o The intention for both parties is to have all commercial documents finalised by the end of February.
- NEC Left the meeting at **11.31 AM**

3. **MBIE Update:** s 9(2)(a)

- Status Report
 - o Taken as read.
 - o As IPE has officially been separated from BCU, there will be two separate PSRs included in the Steering Group Papers.
 - o Once the solution is completed, work will continue for release 1.1 (fast followers) under a maintenance workstream.
- Commercial Update – s 9(2)(a)
 - o MBIE Confidential
- Risks and Issues
 - o Not discussed

4. **MBIE & NEC Executive Report** s 9(2)(a)

- Taken as read
- Commercial Rag status is still Red, until MBIE has agreement on the revised MSA wording and feedback on the BCU Support SoW.
- Executive Meetings will recommence next week (w/c 20 January)
- Highlighting a revised timeframe will happen once we have clear understanding on the project timeframe.

5. **Other Business**

- s 9(2)(a) team is working on the Risk position memo; Richard to review this next week.
- s 9(2)(a) advised that s 9(2)(a) will be taking a more active role in BCU and IPE and s 9(2)(a) will still be available where needed.

6. **Summary of Action Points**

- ACTION: s 9(2)(a) will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)
- ACTION: s 9(2)(a) will organise a meeting with NEC to discuss Override rules – see Action AP#411
- ACTION: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025. See Action AP#431

The meeting finished at 12:00PM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#440	14/01/2025	s 9(2)(a) will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)	s 9(2)(a)		14/01/2025: Opened	17/01/2025
AP#431	26/11/2024	s 9(2)(a) will share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).			14/01/25: Action re-opened and updated: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025. 10/12: s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner. s 9(2)(a) noted that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table that s 9(2)(a) has provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined. The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13th December; from there the determination on which risks are being raised with NEC can be made and s 9(2)(a) team will commence discussion with NEC next week. Action Closed	29/01/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
			s 9(2)(a)		26/11: Opened	
AP#438	10/12/2024	s 9(2)(a) will follow up on the timing for s 9(2)(a), and to understand the implication on BCU and IPE GoLive.			14/01/25: Datacom is working with MBIE to make sure that IBW can work on MBIE devices; this action to remain open for further updating. 10/12: Opened	29/01/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. 10/12: Override Rules: There are delays to finalising the override rules, as it was discovered that the data being tested is not in good form, and approximately 2m 'bad data' identities are now being deleted. Once the 'bad data' is removed, new identities will be added. s 9(2)(a) is currently working on these. It is likely that the override rules won't be ready for testing until the end of January, which will leave 2 months for testing and creates a risk for GoLive. MBIE is working with the involved vendor to speed up the data deletion process. There is no dependency on NEC for the override rules, however there is a dependency on s 9(2)(a) is determining mitigations around additional resourcing, and will discuss this with Richard. The Face thresholds were scheduled for completion at the end of November; however, they are delayed with the prioritisation of the override rules; once these are dealt with, the face thresholds will be under review. This action to be kept open. 26/11: Face thresholds should be completed Friday this week (29 NOV); a memo for Richard's approval will then be drafted. A meeting was held last week regarding override rules, where it was proposed to use production data to get a better representation of identities; this was verbally approved by s 9(2)(a) but written approval is requested so that s 9(2)(a) can then pull together some further details and commence testing. It was noted that the impact of the override rules on the interdependence of other delivery milestones is not significant, and there is no impact at all to NEC. s 9(2)(a) is hoping to have the override rules finalised by the end of February. s 9(2)(a) to provide written approval around using Production data for the override rules thresholds. This action to remain open until the Memo re face thresholds has been approved, and the override rules have been confirmed. 12/11: Work is still in progress but taking longer than hoped. Face thresholds are likely to be completed at the end of November. Override rules continue to be a challenge, as the data needs to be 'cleaned up' so that it is more	29/01/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					representative of Production data. An update to be provided at the next Steering Group meeting. 29/10: Work on the face thresholds is likely to be completed by next week (w/e 08NOV). Override rules are waiting for some data issues to be resolved and for the workflow registration defect fix. § 9(2)(a) asked what impact the findings would have around additional work required. She is happy to close this action if there is no impact to NEC, but if NEC is impacted, it should stay open. § 9(2)(a) advised that the outcomes from the workflow registration defect fix might affect § 9(2)(a) analysis; § 9(2)(a) will provide an update at the next Steering Group meeting. 15/10: Not updated this meeting 01/10: § 9(2)(a) should complete work on the face thresholds in the next week, with testing starting this week. In regard to override rules, barriers are being worked through with DXC around using production data for testing, however until the workflow defect is fixed, MBIE are unable to start testing. 26/09: Override rule barriers are still being worked through. Face is ongoing, but should be completed in next 1-2 weeks. Fingerprint thresholds are progressing. 17/09: Ongoing – override rules have hit some barriers with the quality of data in the UAT environment. § 9(2)(a) and § 9(2)(a) are working with § 9(2)(a) to sort this. § 9(2)(a) will continue to monitor progress. Action to remain open. 03/09: § 9(2)(a) is currently working closely with fingerprint experts to ensure this is progressing. Two more days are needed for surety on the fingerprint thresholds, and the time frame for face images is 2.5 weeks. Action to remain open 20/08: § 9(2)(a) has created a test plan for fingerprint thresholds; he is waiting for feedback from § 9(2)(a). Action moved to MBIE open actions. 06/08: This action to be left open until the Fingerprint thresholds have been provided. 23/07: A meeting is arranged for 1.30PM today with § 9(2)(a), and § 9(2)(a) to discuss fingerprint threshold requirements and what's possible given where we're at. Something could potentially be done in Pre-prod, but we don't have the volume of data § 9(2)(a) will confirm this today. § 6(c) 09/07: Opened:	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#436	10/12/2024	A query was raised around when the Capping Defect fix was being delivered; s 9(2)(a) noted that he will confirm the delivery date.	s 9(2)(a)	14/01: Action Closed 13/01/25: Capping defect fixes were delivered in the last release of 2024 (1.0.30), has highlighted some issues with Override timing that NEC are investigating. 10/12: Opened
AP#435	10/12/2024	s 9(2)(a) will confirm with s 9(2)(a) when the security fixes will be delivered.		14/01: s 9(2)(a) to discuss as part of the normal security suite of work. Action Closed 13/01/25: This action was specific to the "4 or 5 existing security fixes expected" s 9(2)(a) provided a summarised update s 9(2)(a) on Thursday 19 th December. 10/12: Opened
AP#434	10/12/2024	s 9(2)(a) follow up with s 9(2)(a) (NEC Commercial) for a date for the IPE EULA.		14/01: Action Closed 13/01/25: A specific date is unable to be confirmed as yet s 9(2)(a) sent an email on 13th December 2024, noting that NEC advised delivery of the IPE EULA as follows "And NEC will be providing the IPE EULA early in the new year when our External Legal Counsel is back from leave." 10/12: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register.doc

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	

Overall RAG Status	BCU & IPE	Mitigation/Path to Green
Commentary	Defect remediation continues with a final push towards the 31 Jan delivery of the MVP for Production. Testing of the business override rules and the fixes for capping functionality have highlighted that the order of applying these rules is not as expected, with the resulting business impact significant enough to require changes to the workflow processing. This additional development & system testing effort will result in impacts to the go-live date unless other critical path activities such as non-functional testing and security re-testing are able to be progressed in parallel. MBIE have highlighted that in addition to potentially requiring data 'clean-up' exercises to be progressed (via the change process), there is a high likelihood that additional parameters will be required for the business override rules. MBIE to confirm requirements to enable sizing if these need to progress. Production environment build and migration activity appear stalled while MBIE approvals (security & change) progress. UAT Non-Functional & performance testing has been progressing, albeit slowly, and expecting to complete in early February, but may be impacted if the additional workflow changes to correct order of processing are progressed. While Datacom level 2 support resources have indicated that they have sufficient information to carry out some of the specific activities around gathering logs for issues, the issue remains that is impacting NEC resourcing due to involvement at this level. Issue I427 highlighting the follow-up/actions required to assist with resolution. Change requests have been logged to progress the sizing of the work for the "Must" priority security items that are not already in flight. Approvals will be sought to progress these items via the Steering Group as this may impact schedule & cost.	Status remains amber following the changes required to correct the workflow processing order (override vs Capping rules). UAT/Production potential data changes also have potential to impact on schedule.

RAG Status of key Measures		
Scope	A	Potentially a significant impact on scope based on the completed MBIE security testing results from UAT, however MBIE have indicated they will progress exemptions to allow go-live approval (sizing in progress for all high priority items not already in-flight). A request to progress a datafix in UAT that could potentially apply to production at a later date is likely representing an increase in scope, as is the additional override parameters that may be requested.
Budget	G	Impacts of changed go-live date assessed and incorporated into agreement at exec level for both Monthly T&M and Band C to Band D payment agreement (Signed CR received Dec 24). Any additional effort required will be progressed via change control process.
Schedule	G	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have indicated that Early April Go-Live date may not be realistically achievable, assessment in progress to confirm if changes are required.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. NEC internal planning for resourcing post go-live support progressing and will align with support agreements.
Commercial	A	IPE SOW Variance for Hardware Removal ready for execution, MBIE to provide next version with Security variation. BCU Support SOW under NEC review. EULA comfort letter content shared with MBIE. MSA v1.7 provided to MBIE for review & response – aspects being discussed at senior level. IPE EULA to be provided to MBIE.
Relationship	G	Relationship at both senior and working group levels very positive/productive – continued communication at senior level to maintain a positive approach.

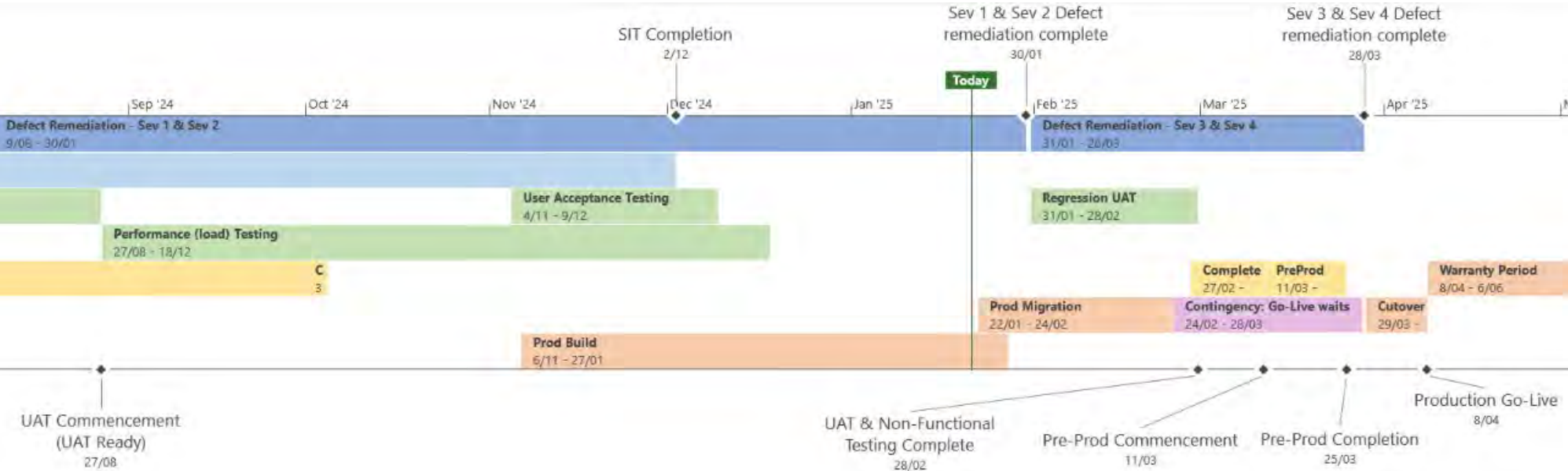
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24	02-Dec-24	0	0	Test case execution and defect raising continues
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	A	18-Dec-24	28-Feb-25	38		NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	G	07-Feb-25	11-Mar-25	22		Cutover/rollback activities completed. Full cutover to occur closer to Go-Live.
Pre-Production Complete	G	07-Mar-25	25-Mar-25	13		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	G	8-Apr-25	8-Apr-25	0	24	MBIE go/no-go decision has pushed go-live out, the contingency period reducing as the MVP is delayed, and appears the 'contingency' is actually leadtime required for MBIE approvals and production readiness activities required ahead of the go-live date. ANZAC weekend may be required as fallback.

High Rated Issues			
#	Description	Impacts / Next Steps	RAG
I427	MBIE, as the System Integrator is ultimately responsible for the level 2 support, both during the project and post go-live. The most important aspect of this L2 support is the initial triage which involves extracting the logs, looking at them to determine who then needs to be involved - Infrastructure, Network, Application, Security etc. depending on the error, then coordinating across all of the required teams to enable/determine a path to resolution. An issue was recently raised that highlighted the need to have this level 2 support resource on the project. MBIE agreed that this is a key requirement and acknowledged that to date resources from NEC had been heavily involved in this aspect of the project, so arranged for Datacom to become involved to pick up this role, and to learn from the NEC resources, where to find the logs and how to go about triaging the various different scenarios. MBIE have now advised that Datacom have learned sufficient about what they will need to do in production, so are removing the resources from the project, leaving a gap that needs to be filled. If NEC are to maintain a laser-like focus on the remediation of defects, that is where they should be using their resources, rather than coordinating level 2 support across all solution components.	1) Escalate to Project Steering Committee to assist with resolution (done) 2) Acknowledge potential impacts to defect remediation if the L2 support is no longer available, or if the NEC resources are required to fill the gap again. (done) 3) MBIE work with Datacom to ensure the required level 2 support is provided for the project. (In Progress)	A

High Rated Risks				
#	Description	Mitigation/Treatment Plan		RAG
R420	Multiple "Must" priority application security improvements required in OOTB solution. MBIE Security have released preliminary findings of a comprehensive cyber investigation carried out by Carapace who have been provided with full access within the solution environment. The findings have identified multiple opportunities for improvements in the application security that will be investigated and assessed based on the priorities provided by MBIE. The risk assessment (not provided) and the subsequent "Must" priority of many of the items presents a significant risk for the desired go-live date of April 2025.	1. NECNZ work with NECAM to size the "Must" recommendations (<i>done</i>) 2. NEC discuss/agree compensating controls that will be acceptable to enable current planned go-live (<i>awaiting direction/priority from MBIE</i>) 3. Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction		A
R430	Override vs Capping rules workflow order of processing As a result of late testing of capping rules identifying that the capping rules are being applied in the workflow prior to application of business/demographic override rules, there is a possibility that changes may be required to the workflow processing order which may lead to a large amount of retesting and modifications to existing data.	1. Analyse and document expected business impacts of not making the workflow order change 2. Confirm expectation of timing required for making workflow order change 3. Confirm expected impacts for additional testing required.		G

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
108	Monitoring & Alerting NEC Consultation	No	s9(2)(b)(ii)	Approved & in progress
136	IDME-07(REC19) - EAG Unauthenticated API Endpoints	TBC	TBC	Being assessed by NECAM
137	IDME-05 - Batch Job Command Execution	TBC	TBC	Being assessed by NECNZ
138	IDME-07(REC20) - EAG Unauthenticated API Endpoints	TBC	TBC	Being assessed by NECNZ
139	INF-04 - Insecure Storage of Credentials	TBC	TBC	Being assessed by NECAM
140	INF-11 - Lack of Authentication	TBC	TBC	Being assessed by NECNZ
141	INF-08 - Sensitive Command Line Arguments	TBC	TBC	Being assessed by NECAM

High-level Schedule/Timeline



Release Road Map for MBIE

 MBIE - BCU and IPE Defects :SIT Release 1.0.32	30/Jan/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.32 IPE	30/Jan/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.33	13/Feb/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.34	27/Feb/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.35	13/Mar/25

Release 1.0.31 – Released 16th Jan (30)

- SIT must have defects (13)
- Security Fixes (1)

Release 1.0.32 – To be released 30th Jan

- SIT must have defects (20)
- Security Fixes (3)

Release 1.0.32 IPE – to be released 30th Jan (4)

- SIT must have defects (2)

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

Fixed for Go Live		
Status	Sev 2 - Major	T:
PENDING RELEASE	2	2
BLOCKED	1	1
IN REVIEW - NECAM	2	2
IN PROGRESS - NZ	1	1
IN PROGRESS - NECAM	7	7
IN REVIEW - NZ	7	7
AWAITING MBIE	5	5
Total Unique Issues:	25	25

This is the number of SIT defects to be fixed before go live

Defects : 25
With NECAM : 9
With MBIE: 5

Overall, 6 down from last report

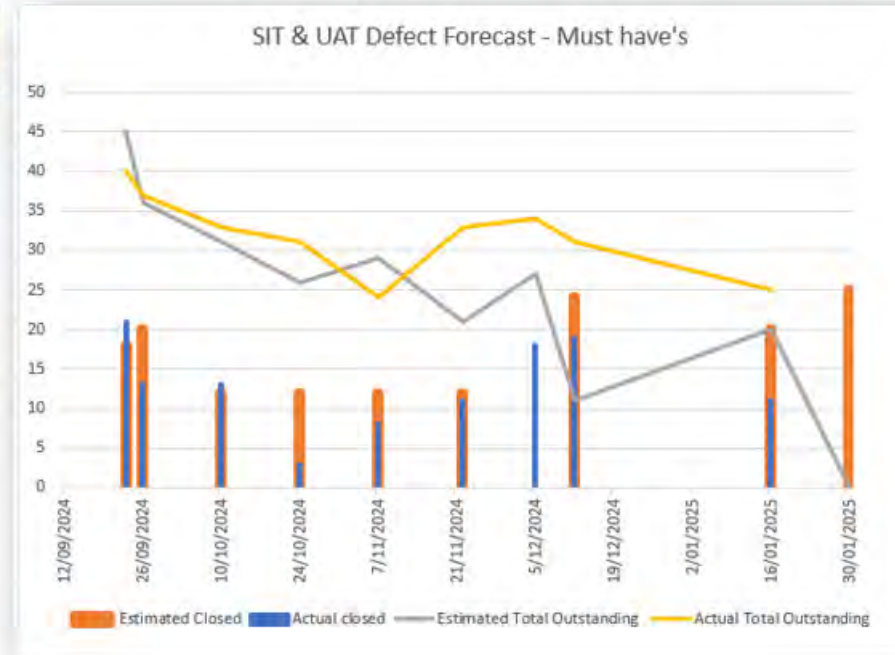
The fix go live defects have been combined and are planned to be delivered to MBIE in the following releases:

- Release 1.0.31 – 16/01/2025 - 13
- Release 1.0.32 – 30/01/2025 - 20

Awaiting MBIE – 5 – No resolution date

SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	12	7	8	6	29	24
Release 1.0.29	21/11/2024	12	0	11	14	21	33
	05/12/2024	0	0	18	11	27	34
Release 1.0.30	12/12/2024	24	3	19	9	11	31
Release 1.0.31	16/01/2025	20	1	11	4	20	25*
Release 1.0.32	31/01/2025	25*					



Note:

- There are 5 tickets that relate to sequencing of the override and Capping rules. Investigation is on going to find out if these need to be fixed as MVP
- Another 5 tickets are with MBIE awaiting for more information.

SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	20	13	28	9	147	131
Release 1.0.25	26/09/2024	20	16	16	4	143	128
Release 1.0.26	10/10/2024	15	12	19	10	140	125
Release 1.0.27	24/10/2024	15	12	15	2	137	95
Release 1.0.28	7/11/2024	15	12	24	15	134	89
Release 1.0.29	21/11/2024	15		20	14	126	94
	5/12/2024			32	23		135*
Release 1.0.30	12/12/2024	15	5	38	14	127	127*
Release 1.0.31	16/01/2025	18		24	12	116	116
Release 1.0.32	30/01/2025	25				91	
Release 1.0.33	13/02/2025	25				66	
Release 1.0.34	27/02/2025	25				41	
Release 1.0.35	13/03/2025	25				16	
Release 1.0.36	27/03/2025	16				0	



*Added the UAT defects into the overall count

Project Status Report

As of 23/01/2025

Project Code

3644

Project Name

Biometric Capability Update

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	69%
Overall RAG Status	
Number of Active Risks	6
Number of Active Issues	4

Project Summary

A project to significantly upgrade the biometrics matching software that is the source of identify information for all non-New Zealanders. Out-dated, complex and inflexible software will be updated so that it is fit for purpose, secure and reduces ongoing

Project Phase

Project Phase	Build/Test
Project Start Date	19/03/2020
Project Finish Date	26/06/2025

Plan to Green

- Test capacity on the project has been increased significantly to cover testing of new releases and perform regression testing without causing delays.
- “Laser focus” by NEC on defect remediation to deliver a production ready MVP by the end of January 2025 (delayed from December 2024).
- Fortnightly Exec meeting between the CEO of MBIE and the lead vendor, with increased focus on support SOW.
- Articulating security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Overall Commentary

A revised schedule, with go-live and project closure in the first half of 2025 has been approved by the Delivery Governance Board (DGB). Confirmation of a go-live date will not be made until there is certainty about the production candidate solution.

Other high-profile risks include 1) commercial negotiations between MBIE and NEC, 2) operational readiness requirements.

Progress since last report

- Build 1.0.31 released on 16/01/2025.
- Progressed Non-functional Requirements testing. Continued commercial negotiations with lead vendor, with progress made on MSA.
- Negotiation on NEC support contract is under way.
- Preparations for support negotiations with Datacom are progressing.

Upcoming activities

- Release build 1.0.32 on 30/01/2025.
- Progress Non-functional Requirements testing.
- Advance commercial negotiations with lead vendor and begin discussions with Datacom in regard to support.
- Commence migration of data in production.

Highlights

Some progress has been made on the MSA.

Lowlights

An issue has been identified with an important workflow, which needs to be fixed before go-live. This will push the production release MVP out to the end of February.

Commercial negotiations with the lead vendor are posing significant challenges with increasing risk for go-live.

RAG



Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
NEC	Master ICT Agreement between MBIE and NEC New Zealand Limited

Vendor Performance RAG



RAG Commentary

Benefit comments	Benefits have been reviewed in December 2024 and are on track.
Budget comments	Budget is at risk. Delivering the technical scope is taking longer than planned and drives cost up. A number of costly change requests have been raised to remedy project issues. Cyber security issues and the Controls Validation Audit (CVA) are also increasing cost, while uncertainty over the ongoing operational expenses makes it hard to provide Project Whole of Life Cost (WoLC) estimates.
Issue comments	Issues are being monitored and escalated where required. A key issue is the high number of Severity 2 defects remaining which need to be fixed to have a production release candidate. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification. A Windows 11 upgrade is required for the “IBW” integrated component to work, which adds considerable complexity as MBIE/INZ is still on Windows 10.
Resource comments	Project is fully resourced. Some contracts need to be extended to keep the core team intact. Contract extensions are progressing well.
Risk comments	Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) Delays with the production release candidate MVP is a risk to the go-live date, ^{s 6(c)} 3) Operational Readiness and technical support for transition to production BAU are delayed by other priorities.
Schedule comments	There are ongoing delays and the production ready MVP solution had to be postponed from December 2024 to January 2025. Due to a new workflow issue which need to be fixed before go-live, the MVP will be pushed out further, possibly to the end of February. Focus on the production ready MVP is causing delays for other work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope comments	Scope is amber as a large number of defects and security issues have been deferred to after go-live. These defects are required for a sustainable product and a plan still needs to be put in place to have it remediated soon after go-live. Pressure remains to fix only critical defects, and this erodes scope/system functionality. Progress is being made with planning of a follow up release for deferred defects.

Escalated Risks

Risk ID	
36	
Risk Description	Operational Support
Risk Owner	s 9(2)(a)
Inherent Risk Level	Medium
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	1. Ensuring support agreements with NEC provide assurance of locally available technicalresource. 2. Ensure that support agreement SLAs are acceptable to the INZ business owners. 3. Visibility of ongoing investment in local technical resource by NEC.
56	
Risk Description	Commercial negotiations between MBIE and NEC
Risk Owner	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	Escalate delays to MBIE and NEC Steering committee members. If agreement cannot be achieved at this level, then further escalation in both organisations should be actioned
70	
Risk Description	Severity and volume of defects
Risk Owner	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	Accept vendor process changes to improve defect resolution. Monitor vendor defect resolution against targets and implement an escalation process. Escalate in project governance. Plan for regular business reviews and workaround development.
Risk Treatments	Work with key vendors to drive the number of bugs down (or mitigate), increase the defects fixed in the available time with additional resourcing. Focusing on critical, high and selected medium defects that materially impact the business outcomes.
75	
Risk Description	Override Rules may not be fit for purpose for GoLive
Risk Owner	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	The removal of bad data has started, following a detailed analysis of what needed to be removed s 9(2)(a) s 9(2)(a) developing a list of good identity data to be inputted into UAT by DXC.
Risk Treatments	DXC will remove bad data and input new data as quickly as possible. s 9(2)(a) has been freed up to fully focus on the work over the next couple of months.

Escalated Issues

Issue ID	
30	
Issue Title	Defects not fixed in a timely manner delays production ready MVP
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	29/01/2025
Issue Treatment	This has been escalated and is a key focus area at weekly meetings between MBIE / NEC executives. Release planning of defect remediation is closely monitored to align with project planning.
31	
Issue Title	Security Vulnerabilities not addressed prior to Go Live
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	27/06/2024
Issue Treatment	Project Steering Group to follow up with Lead Vendor and to be added to the agenda of the weekly exec Meeting with the CE and MD of NEC. Prioritisation of Must Have Security defects and sequencing of implementation is being communicated to the lead vendor. A security memo explaining the expected risk profile of BCU is being prepared for the DCE of Immigration to test the feasibility of risk acceptance for go-live.
32	
Issue Title	Security Information and Event Management (SIEM)
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	28/11/2024
Issue Treatment	A decision has been reached for BCU to use s 6(c) which is already available. This does not allow 1) application-level monitoring and it does not seem to include 2) monitoring of database access. It is expected that monitoring of 1 and 2 above will be added after BCU is live, in the second half of the 2025 calendar year but it is not clear if that is included in scope of the MBIE project or need to be funded separately.
33	
Issue Title	IBW does not work with Windows 10
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	30/01/2025

Project Status Report

As of 23/01/2025

Project Code

3586

Project Name

In Person Enrolment

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	92%
Overall RAG Status	
Number of Active Risks	
Number of Active Issues	

Project Summary

In Person enrolment is used by a variety of users across the business including those from CRIS, Border, Refugee and Compliance.It is used to capture "identities", Face, Finger Print and Biographic, for recording and matching purposes in the INZ Systems.

Project Phase

Project Phase	Build/Test
Project Start Date	11/02/2020
Project Finish Date	17/07/2045

Plan to Green

- Test capacity on the project has been increased significantly to cover testing of new releases and perform regression testing without causing delays.
- “Laser focus” by NEC on defect remediation to deliver a production ready MVP by the end of January 2025 (delayed from December 2024).
- Fortnightly Exec meetings between the CEO of MBIE and the lead vendor, with increased focus on support SOW.
- Articulating security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Overall Commentary

A revised schedule, with go-live and project closure in the first half of 2025 has been approved by the Delivery Governance Board (DGB). Confirmation of a go-live date will not be made until there is certainty about the production candidate solution.

Commercial discussions with support vendors are posing a significant risk.

Progress since last report

- Build 1.0.31 released on 16/01/2025.
- Progressed Non-functional Requirements testing. Continued commercial negotiations with lead vendor, with progress made on MSA.
- Negotiation on NEC support contract is under way
- Preparations for support negotiations with Datacom are progressing.

Upcoming activities

- Release build 1.0.32 on 30/01/2025.
- Progress Non-functional Requirements testing.
- Advance commercial negotiations with lead vendor and begin discussions with Datacom in regard to support.
- Commence migration of data in production.

Highlights

Purchasing of hardware for the IPE travel kits is completed and under budget.

Lowlights

A production ready MVP was not achieved by December 2024 as planned; the deferred date for this is now is 31 January 2025.

Commercial negotiations with the lead vendor are posing significant challenges with increasing risk for go-live.

A requirement to upgrade some devices to Windows 11 is also posing a challenge.

RAG



Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
NEC	Master ICT Agreement between MBIE and NEC New Zealand Limited

Vendor Performance RAG



RAG Commentary

Benefit	
comments	Benefits are on track.
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned and drives cost up. Cyber security issues and the Controls Validation Audit (CVA) are also increasing cost, while uncertainty over the ongoing operational expenses makes it hard to provide Project Whole of Life Cost (WoLC) estimates.
Issue	
comments	Issues are being monitored and escalated where required. A key issue is the number of Severity 2 BCU defects remaining which need to be fixed to have a production release candidate. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification. A Windows 11 upgrade is required for the “IBW” integrated component to work which adds considerable complexity as MBIE/INZ is still on Windows 10.
Resource	
comments	Project is fully resourced. Some contracts need to be extended to keep the core team intact. Contract extensions are progressing well.
Risk	
comments	Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) having missed the December 2024 milestone date for a production release candidate is a risk to the go-live date, ^{§ 6(c)} 2) Operational Readiness and technical support for transition to production BAU are delayed by other priorities. 3) the need to upgrade some components and end user devices to Windows 11 adds risk.
Schedule	
comments	There are ongoing delays and the production ready MVP solution had to be postponed from December 2024 to January 2025. Focus on the production ready MVP is causing delays for other work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope	
comments	Scope is on track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



Biometric Capability Update

MBIE Executive Steering Group – Update as at 22 January 2025

In Confidence



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI

Defect Management – NEC Defects as of 21 January 2025

- On 16 January, Release 1.0.31 was received with 16 defects remediated and one partial security fix. Subject to testing, there are 8 ‘blocked’ defects expected to be resolved, which would indicate NEC has a total of 16 ‘Must Have’ defects remaining.
- At this stage, the NEC release (1.0.32) scheduled for 30 January 2025 will provide an additional 14 defects. Based on a small number of defects failing testing or new defects raised, a further release on 13 February is probable (approximately 5-8 defects).
- There is a defect that has an impact to the capping and override functionality and is not expected to be resolved until 27/2 . The impact of the testing required needs to be assessed to ensure that the introduction of the remediated defect is, or is not, an acceptable risk IF post SIT completion testing commences early/mid-February to meet an end April go-live timeframe.**
- Further changes indicated by MBIE for addition of new override parameters and a utility to change the status of groups of data (test and prod) will likely put further pressure on the completion of the MVP.
- The delay in completing the resolution of defects, based on an original early December 2024 timeframe, may impact the go-live timeframe of April 2025.

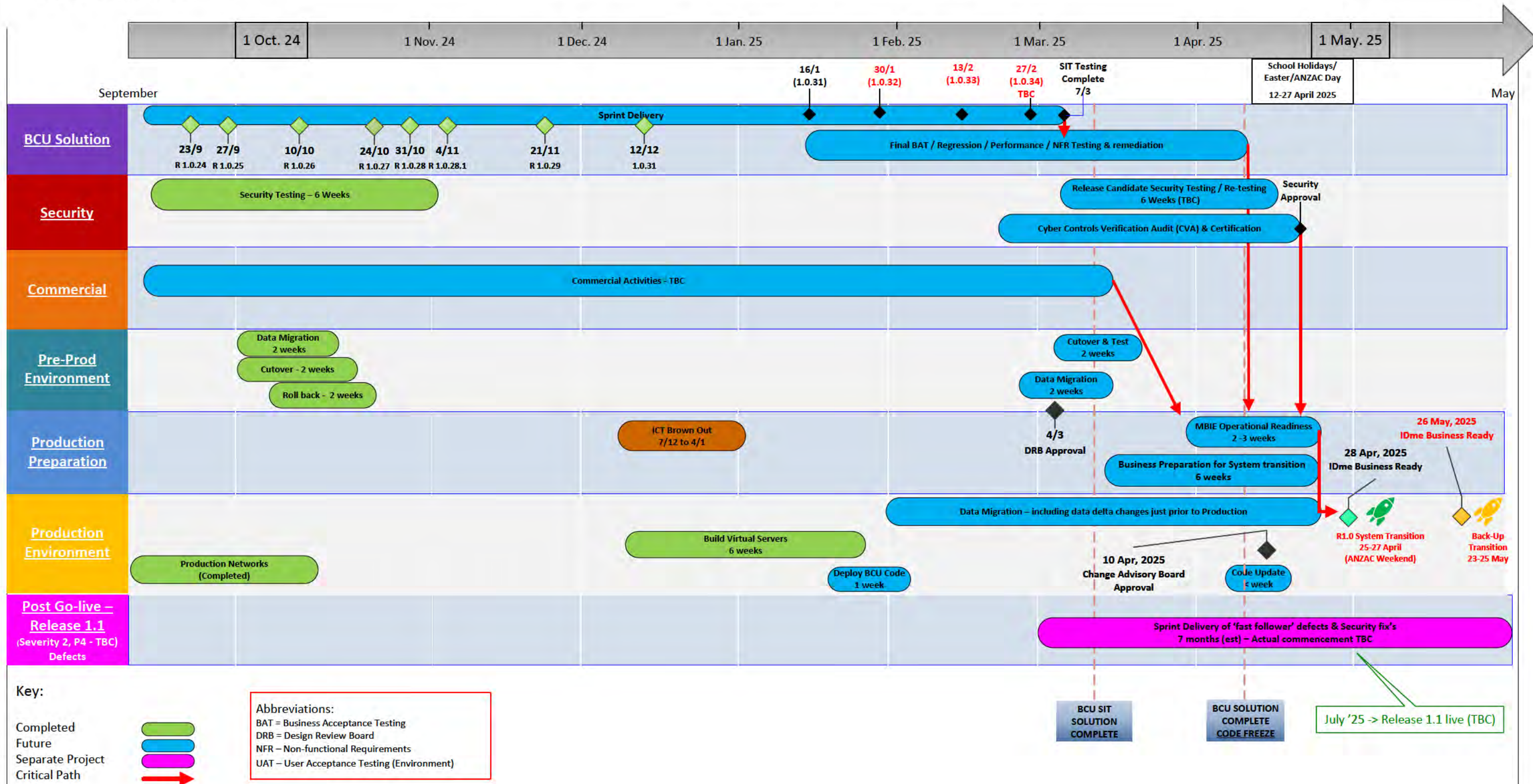
Month	May	June			July				August					September				October			November		December		January-25		February-25	
Date	20/05	7/06	13/06	20/06	4/07	12/07	19/07	25/07	1/08	8/08	15/08	22/08	29/08	5/09	12/09	19/09	26/09	10/10	24/10	31/10	4/11	22/11	Reserve 5/12	12/12	16/1	30/1	13/2	27/2
Release #	1.0.17	1.0.18	1.0.18.1	1.0.19	1.0.20	1.0.20.1	1.0.21	1	1.0.22	1.0.22.1	1.0.23	1.0.22.2	1.0.23	1.0.23.1	1.0.24	1.0.24.1	1.0.25	1.0.26	1.0.27	1.0.28	1.0.28.1	1.0.29	1.0.30	1.0.30	1.0.31	1.0.32	1.0.33	1.0.34
Severity 1-2 fixes in release cycle	3	16	2	7	13	2	15	3	18	7	(combined with 29/08)	9	36	0	18		6	7	7	4	2	21		20	16	14	8	1**
Remaining Sev 1 - 2 defects	56	54	52	55	65	74	78	77	62	47		50	51	55	43		39	36	30	26	29	21		32*	16	6	0	
Note: for the 16 January release, there is 1 partially fixed security defect not included in the delivery count as security defects are accounted for separately. Blocked defects are discounted at this stage.																												
+ New Defects raised (15% failure rate approximately)																									4	2		
Remaining Severity 2 defects with conservative indication of new defects raised.																									20	8		
Note: Defects assigned to NEC Include open defects severity 1-2 with a priority 1, 2 or 3. Severity 2 priority 4 defects will be exception managed by the business and need to be resolved post go live of the first production release. Security defects are excluded.																												

Overall status is **Red**

	Activity	RAG	Timeline to complete	Narrative	Responsibility
1	Master Services Agreement		➤ 23 Jan – MBIE and NEC legal teams meet. ➤ 31 Jan – All issues agreed (major and minor) ➤ 14 Feb – MSA drafting complete and agreed ➤ 21 Feb – MSA complete – ready for Approval sent to NEC for signature ➤ 25 Feb – MSA signed by NEC and returned to MBIE ➤ 26 Feb – MSA with MBIE CE for signature ➤ 28 Feb – MSA approved by both parties	MBIE and NEC met on the 10 January to discuss MBIE's priority concerns with the MSA. s 9(2)(b)(ii)	s 9(2)(a)
2	End User Licence Agreement – BCU		➤ Wk/c 27 Jan – MBIE and NEC to meet to discuss IP indemnities and liabilities and to address the comfort letter ➤ 7 Feb – NEC to provide updated comfort letter (if required)	Email sent to NEC from Michael Alp on 28 November regarding the separate out the IP, indemnities, and liabilities. Email included a proposed path forward. Status: MBIE arranging meeting between Michael and s 9(2)(a) to discuss.	
3	End User Licence Agreement – IPE		➤ 7 Feb – NEC to provide MBIE EULA ➤ 14 Feb – MBIE to advise NEC if comfort letter is required to address similar concerns (if any) raised ➤ 21 Feb – NEC to provide comfort letter	NEC advised MSA is the priority and MBIE will receive a copy of the EULA in the new year. Status: NEC to provide copy of the IPE EULA by 31 January.	
4	IPE SoW		➤ 20 Feb – MBIE to use agreed security requirements from BCU Support SoW to add into IPE SoW. ➤ 21 Feb – SoW complete with Security additions – ready for Approval sent to NEC for signature ➤ 25 Feb – SoW signed by NEC and returned to MBIE ➤ 26 Feb – SoW with MBIE CE for signature ➤ 28 Feb – SoW approved by both parties	NEC advised they would park the signing of the IPE SoW until the MSA and BCU Support SoW are ready. Agreement reached that Security requirements can now be included in the current variation on the IPE SoW rather than a separate variation. Status: Due to NEC's preference to park the signing of the IPE SoW until the MSA and BCU Support SoW are ready, MBIE revising the IPE SoW to include the Security requirements. MBIE to provide a fully consolidated version based on the current agreed clean version with updates for security components – Date to be confirmed.	
5	BCU Support SoW		➤ 28 Jan – Michael and S meet to discuss meeting on 30th January. ➤ 30 Jan – MBIE and NEC discuss BCU Support SoW. ➤ 13 Feb – MBIE to provide NEC with an updated version of Support SoW ➤ 18 Feb – MBIE and NEC discuss outstanding issues ➤ 21 Feb – SoW complete – ready for Approval sent to NEC for signature ➤ 25 Feb – SoW signed by NEC and returned to MBIE ➤ 26 Feb – SoW with MBIE CE for signature ➤ 28 Feb – SoW approved by both parties	MBIE sent the BCU Support SoW to NEC on the 20 th December 2024. Status: MBIE and NEC to meet on the 30 th January to discuss. With a pre-meeting to occur to discuss and agree principles for the Support arrangement. MBIE to send invite for the pre-meet.	

BCU Solution Major Activities	Start	Complete	RAG	Notes
Solution Delivery (SIT), Remediation and Testing	Ongoing	7 Mar 25		Final releases are expected on 30 January and a residual release on 13 February, resulting in SIT testing to be completed in mid-February 2025. A defect impacting capping/override expected to be remediated in late February that may impact the overall current schedule go-live timeframe – TBC.
Post SIT Testing (Regression/BAT/NFR) & Remediation	18 Nov 24	4 Apr 25		UAT/BAT/Performance/Non-Functional/regression (dependant on a candidate solution being almost complete)
Security				
Security testing (2nd phase)	2 Sep 24	1 Nov 24	✓	Complete - additional defects identified
Release candidate regression testing, remediation and certification	17 Feb 25	19 Apr 25		TBC – based on prioritisation and delivery of remediated defects.
Pre-Production				
Tranche 1 - (Prod 'Dress Rehearsal') Data migration, Cutover & Roll back	1 Oct 24	29 Oct 24	✓	Complete - lessons/timings confirmed.
Tranche 2 - (Implement production version) Data Migration & Cut-over	3 Mar 25	21 Mar 25		Exact dates TBC
Production				
Tranche 1 - Data Migration	28 Jan 25	14 Mar 25		NEC code deploy expected from 28 Jan 2025.
Tranche 2 - Data Migration - (delta from Tranche 1)	17 Mar 25	21 Apr 25		
Go-Live Transition	25 Apr 25	27 Apr 25		1 st Business day for usage: Monday 28 th April 2025. Backup date 23-25 May (TBC)
Commercials	Ongoing	28 Feb 25		TBC – Refer to Commercial update slide
MBIE User Training	24 Mar 25	18 Apr 25		TBC (Just in time training)
Post go live Project (R1.1 - Sev 2 P4's)	1 Mar 25	TBC		Dependant on a candidate solution being available to enable commencement of R1.1

Biometric Capability Update Solution - DRAFT



Notes

- System Transition is currently scheduled from Friday 25th to Sunday 27th and occurs over Anzac Weekend (no business day outage). IDme will be available for business use from Monday 28th April. The backup System transition date is tentatively set as Friday 23 to Sunday 25 May.
- This swim-lane represents a visual representation of the high level solution activities. Detailed activities are contained in a separate project schedule.
- Timeframes either represent actual or elapsed time.
- There is minimal contingency – 1-2 weeks maximum.
- The schedule is based on completing a SIT solution in early/mid February 2025. Any slippage in completing SIT will most likely result in the go-live date extending to the back up (contingency) date.

25 November 2024



Date & Time	Tuesday 11 th February 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 11 FEB 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), Michael Alp, [REDACTED] [REDACTED] [REDACTED]
Apologies	s 9(2)(a) [REDACTED]

1. Minutes of previous meeting

- s 9(2)(a) highlighted that the outstanding requirements mentioned in the previous minutes were specifically for override changes, and that NEC are also waiting for MBIE to provide requirements for data cleansing changes for utility update.
- Previous minutes for the Steering Group meeting on 28 January 2025 were then accepted and actions updated.

2. NEC Update: s 9(2)(a)

- Status Report
 - o Current RAG status is still Amber
 - o Biographic data migration is almost complete and Biometric loading will start later this week
 - o Defect remediation is nearing completion with a large release of 17 or 18 Severity 2 defect fixes on Thursday 13 February, including the fix for the override defect.
 - o System testing for the override and capping fixes expected on 13 Feb 2025 will be completed by MBIE and NEC NZ in parallel
 - o The remaining Severity 2 defect fixes – circa 9 or 10 – will be included in the following release on Thursday 27 February.
 - o Non-functional requirements and performance testing is continuing, with approximately 4 more weeks' duration, and a risk that further defects may be raised.
 - o In regard to commercials, there is a meeting scheduled for this afternoon (11 Feb) to discuss security requirements in the BCU Support SoW.
 - o s 9(2)(a) noted that, after the recent BCU Support SoW workshop, the MBIE commercial team is working to elaborate the security requirements, service descriptions and vital services
- Outstanding Commercial Documents
 - o Previously discussed.
- NEC Left the meeting at **11.31AM**

3. MBIE Update: s 9(2)(a)

- Status Reports
 - o A significant release is expected to be received this Thursday (13 FEB).
 - o The next release on 27 February should be the last large release from NEC; any defects after that should be smaller and manageable.
 - o MBIE should then be in a position to confirm a project GoLive date by mid-March, with the caveat that we have working software and commercials mostly completed.

s 6(c)



- o The MSA has not progressed as well as expected, and a further meeting with Carolyn Tremain, Richard Griffiths, S 9(2)(a) and legal representatives from both MBIE and NEC NZ will be held on 18 February to undertake a page-by-page walkthrough.
- o The BCU Support SoW is MBIE's concurrent main focus.
- o S 9(2)(a) are preparing security information for this afternoon's meeting with NEC.
- o The BCU and IPE EULAs are currently parked, pending the outcome of the MSA workshop.
- o The IPE SoW is also set aside as, until the security components for the BCU Support SoW are agreed, this is unable to progress.
- o No formal feedback has been received from NEC in regard to the Project Services time and materials variation, and drafting of the Transition Services SoW has not yet begun.

S 9(2)(b)(ii)

- o Richard thanked Michael S 9(2)(a) for the fantastic job that they are doing in regard to the BCU and IPE Commercials.
- Risks and Issues
 - o Not discussed

4. MBIE & NEC Executive Report S 9(2)(a)

- Taken as read

5. Other Business

- Michael recognised the MBIE project team's hard work, and proposed organising an occasion to acknowledge this (Partially redacted from shared version of Steering Group Minutes)
- Richard and George to explore options for an event to acknowledge the project team's work to date – **Action** (Redacted from shared version of Steering Group Minutes)

6. Summary of Action Points

- ACTION: Richard will catch up with S 9(2)(a) and other relevant individuals to make sure that the activities needed to clarify override and capping rules are on track.
- ACTION: S 9(2)(a) will provide a proposal of an enhanced testing regime at the next Steering Group meeting. (Redacted Action)
- ACTION: Richard S 9(2)(a) to explore options for an event to acknowledge the project team's work to date (Redacted Action)

The meeting finished at 11:56AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#444	11/02/2025	Richard will catch up with s 9(2)(a) and other relevant individuals to make sure that the activities needed to clarify that override and capping rules are on track.	Richard		11/02: Opened	25/02/2025
AP#445	11/02/2025	s 9(2)(a) will provide a proposal of an enhanced testing regime at the next Steering Group meeting. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)		11/02: Opened	25/02/2025
AP#446	11/02/2025	Richard s 9(2)(a) to explore options for an event to acknowledge the project team's work to date. <i>Redacted Action – MBIE Only</i>	Richard s 9(2)(a)		11/02: Opened	25/02/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		11/02: Formal notification of the GoLive date is more likely to be mid-March, contingent on the success of the software release on 27 th February. 28/01: Opened	14/03/2025
AP#439	14/01/2025	s 9(2)(a) to facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)		28/01: Negotiations are under way, with a first draft likely to be available early March. 14/01/2025: Opened	25/02/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and	s 9(2)(a)		11/02: Meetings were held between MBIE and NEC to review which rules need to be changed s 9(2)(a) has compiled the information, but has questions that require answers from NEC before a final	25/02/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
		override rules, and provide feedback to s 9(2)(a) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			list of rules requiring change can be provided, so this is currently sitting with NEC. Discussion was held; Richard suggested to take this conversation offline, and raised a new action for himself to catch up with s 9(2)(a) and other relevant individuals to clarify the override and capping rules activities. (See AP#444) Action to remain open for further updating. 28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#443	28/01/2025	Steering Group Terms of Reference (ToR) to be updated to include the IPE Project, and circulated to the sponsor for approval.	s 9(2)(a)	11/02: Sponsor Approved - Action Closed 04/02: Draft Updated ToR sent to Project Sponsor for review. 28/01: Opened
AP#431	26/11/2024	s 9(2)(a) will share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).	s 9(2)(a)	11/02: NEC confirmed receipt of the Security Risk Assessment Memo – Action Closed 03/02: An abridged version of the Security Risk Assessment memo was provided to NEC via email – <i>propose this action to close.</i> 28/01: The Cyber Team has gone through the memo with Richard; Richard will go over the memo with Alison on Thursday afternoon. s 9(2)(a) Richard will have a conversation offline and redact/release the memo from there. 14/01/25: Action re-opened and updated: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025. 10/12: s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner. s 9(2)(a) noted that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table that s 9(2)(a) provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined.

AP#	Date	Action	Owner	Update/Comments
			s 9(2)(a)	The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13 th December; from there the determination on which risks are being raised with NEC can be made and s 9(2)(a) team will commence discussion with NEC next week. Action Closed 26/11: Opened
AP#438	10/12/2024	s 9(2)(a) will follow up on the timing s 6(c) to understand the implication on BCU and IPE GoLive.		11/02: s 6(c) on MBIE Laptops, and working for the standard build of IBW, however s 9(2)(a), s 9(2)(b)(ii) 28/01: IBW is now s 6(c) and being tested by MBIE testers. If successful, MBIE will update every IBW machine s 6(c). NEC requested that MBIE's decision to proceed s 6(c) captured in the minutes; this is noted in the Decisions Table below. Issues s 9(2)(a), s 9(2)(b) be resolved tomorrow morning (Wednesday 29 January); action to be kept open until resolved. 14/01/25: Datacom is working with MBIE to make sure that IBW can work on MBIE devices; this action to remain open for further updating. 10/12: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 11 February 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L16.02**

MEMBERS ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ (Chair)
➤ Michael Alp, Chief Operations Officer, Corporate & Digital Shared Services

s 9(2)(a)

ATTENDEES

NEC

APOLOGIES ➤

#	Description	Time	Presenter
1	Welcome, apologies and minutes / actions – included in pack	11.30AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.35AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Commercial Update (internal) s 9(2)(a) • Risks & Issues	11.50AM	
4	MBIE & NEC Executive Report for discussion – (included)	12.05PM	
5	Other Business	12.15PM	
6	Summary of Action Points (Time permitted)		

UPCOMING MEETINGS

Date	Time
Tuesday, 25 February 2025	11.00AM – 12.00 PM
Tuesday, 11 March 2025	11.00AM – 12.00 PM
Tuesday, 25 March 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 28 th January 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 28-01-2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), Michael Alp, S 9(2)(a) [Redacted] [Redacted]
Apologies	

1. Minutes of previous meeting

- In regard to the following bullet point in the NEC Update in the previous minutes:
 - There will be a further software release on Thursday 30 January 2025, however S 9(2)(a) confirmed that the release on 16 January is the main release, and any 'wash up' will be included on 30th January, with no releases thereafter.
- S 9(2)(a) advised that this was misinterpreted, that there will be further software releases until the defect fixes have been completed.
- Previous minutes for the Steering Group meeting on 14 January 2025 were then accepted and actions updated.
- Richard thanked Michael for standing in as BCU Project Sponsor whilst Richard S 9(2)(a), and also for all of the work that Michael is undertaking in regard to Commercials.

2. NEC Update S 9(2)(a)

- Status Report
 - Changes are required for workflow / capping processing and these changes will potentially impact the project schedule; to mitigate schedule impact, the Steering Group agreed that MBIE will take on the risk of taking delivery into SIT on 13 Feb at the same time as NEC NZ receive the remediated defect and both organisations will test in parallel.
 - NEC have been provided access to the Production environment and are waiting on approval of a change order to progress with biographic migration.
 - Defect remediation continues with a final push towards delivery of MVP on 31 January, though this has now been deferred to mid-February with the addition of the override and capping changes.
 - S 9(2)(a) asked if there was a timeframe for MBIE to confirm when the detailed requirements for override and capping changes will be provided to NEC; S 9(2)(a) advised that requirements are expected to be delivered this week and subject to NEC's analysis of the requirements and potential options, an estimated implementation timeframe will be provided at the next Steering Group meeting.
 - UAT non-functional and performance testing is progressing, with a targeted completion time of late February.
 - NEC are progressing with change requests for security work; S 9(2)(a) has not received details from NECAM as yet and will follow up on this.
 - Commercials are progressing and both parties are clear on the late February timeline.
 - S 9(2)(a) queried the GoLive date as the Executive Report had noted the end of April for GoLive, S 9(2)(a) advised that the GoLive date has not yet been formally announced, as MBIE want to ensure all parties are comfortable with MVP, which will be subject to successful testing of the solution in the SIT Environment, however the current target for reviewing the GoLive date is mid/late-February.
 - Once this is confirmed, NEC will be formally notified in regard to the confirmed GoLive date.
 - Action** – Formal notification will be provided to NEC the week commencing 24 February, to confirm the Project GoLive date. S 9(2)(a)
- Outstanding Commercial Documents
 - Not discussed

- Override Rules s 9(2)(a)
 - o Discussed previously
 - NEC Left the meeting at **11.30AM**
3. **MBIE Update:** s 9(2)(a)
- Status Reports
 - o An updated swim-lane timeline was presented to the Executive Steering Group on Friday 24 January, noting that GoLive is expected to be the current reserve date of end April, with a caveat that MBIE has working software (MVP).
 - o There are three further releases scheduled at the end of January, in mid-February and the end of February.
 - o Performance, Regression and Business Testing will start around 13 February
 - o A new GoLive date is unable to be announced until the outcomes of testing the release on 13 February.
 - Commercial Update s 9(2)(a)
 - o MBIE Confidential
 - Risks and Issues
 - o Not discussed
4. **MBIE & NEC Executive Report** s 9(2)(a)
- Discussed earlier under MBIE Project Status Reports
5. **Other Business**
- Michael suggested that an Aide Memoire is provided to the Minister to provide an update on progress., similar to the update Michael provided toward the end of last year.
 - s 9(2)(a) noted that the Steering Group Terms of Reference (ToR) should be updated to include the IPE Project, and circulated to the sponsor for approval. **Action**
6. **Summary of Action Points**
- ACTION: Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date. s 9(2)(a)
 - ACTION: Steering Group Terms of Reference (ToR) to be updated to include the IPE Project, and circulated to the sponsor for approval s 9(2)(a)

The meeting finished at 11:55AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		28/01: Opened	25/02/2025
AP#443	28/01/2025	Steering Group Terms of Reference (ToR) to be updated to include the IPE Project, and circulated to the sponsor for approval.			04/02: Draft Updated ToR sent to Project Sponsor for review. 28/01: Opened	11/02/2025
AP#431	26/11/2024	s 9(2)(a) will share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).			03/02: An abridged version of the Security Risk Assessment memo was provided to NEC via email – propose this action to close. 28/01: The Cyber Team has gone through the memo with Richard; Richard will go over the memo with Alison on Thursday afternoon s 9(2)(a) and Richard will have a conversation offline and redact/release the memo from there. 14/01/25: Action re-opened and updated: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025. 10/12: s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner.	11/02/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
			s 9(2)(a)		s 9(2)(a) that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table that s 9(2)(a) has provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined. The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13th December; from there the determination on which risks are being raised with NEC can be made and s 9(2)(a) team will commence discussion with NEC next week. Action Closed 26/11: Opened	
AP#438	10/12/2024	S will follow up on the timing for s 6(c) to understand the implication on BCU and IPE GoLive.			28/01: IBW is now s 6(c) and being tested by MBIE testers. If successful, MBIE will update every IBW machine with s 6(c) NEC requested that MBIE's decision to proceed with s 6(c) captured in the minutes; this is noted in the Decisions Table below. Issue: s 6(c) be resolved tomorrow morning (Wednesday 29 January); action to be kept open until resolved. 14/01/25: Datacom is working with MBIE to make sure that IBW can work on MBIE devices; this action to remain open for further updating. 10/12: Opened	11/02/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	11/02/2025

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#440	14/01/2025	s 9(2)(a) will prioritise arranging access for NEC staff to Production, and will advise NEC with a target completion date and timeframe by the end of this week (17 January 2025)	s 9(2)(a)	28/01: Done (Confirmed by NEC) – Action Closed 14/01/2025: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register.docx

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of S 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed S 6(c) IBW devices.	

Overall RAG Status	BCU & IPE	Mitigation/Path to Green
Commentary	MBIE have confirmed that with the additional Severity 2 defects that require remediation post 31 January (in particular the Override defect fixes), and the potential for changes to the override parameters and data cleansing changes, the 8 April go-live is not achievable, so are now working to an End April go-live (ANZAC weekend), with a backup date of 5 June (Kings Birthday). Production environment build for Biographic data migration has completed, and the loading of this data has commenced. Some challenges with server access are being worked around while a solution is progressed with Datacom. Additional intermittent issues with the database are hampering the Biographic migration, however these are also being investigated/resolved by Datacom DBA. Progress on UAT Non-Functional & performance testing is getting further focus so that some clarity on the remaining Sev 2 defect remediation can be achieved, and dates locked in for regression & remaining BAT. Continued focus on including Datacom resources in the remaining test environment defect triage and analysis of issues is really helping to understand the nature and scope of the level 2 support activities and the documentation required by Datacom to enable a successful transition within the production environment. Issue I427 highlighting the follow-up/actions required to assist with resolution. Change requests have been logged to progress the sizing of the work for the “Must” priority security items that are not already in flight. Approvals will be sought to progress these items via the Steering Group as this may impact schedule & cost.	Status remains amber following the changes required to correct the workflow processing order (override vs Capping rules). Likely override parameter changes & UAT/Production potential data changes also have potential to impact on schedule.

RAG Status of key Measures		
Scope	A	Potentially a significant impact on scope based on the completed MBIE security testing results from UAT, however MBIE have indicated they will progress exemptions to allow go-live approval (sizing in progress for all high priority items not already in-flight). A request to progress a datafix in UAT that could potentially apply to production at a later date is likely representing an increase in scope, as is the additional override parameter rules that are likely to be requested.
Budget	G	A further change to the Go-Live date will require a CR to assess/confirm cost impacts. Any additional effort required will be progressed via change control process.
Schedule	G	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed that Early April Go-Live date may not be realistically achievable, with the contingent date of 27 April more achievable.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. NEC internal planning for resourcing post go-live support progressing and will align with support agreements.
Commercial	A	IPE SOW Variance for Hardware Removal ready for execution, MBIE to provide next version with Security variation. BCU Support SOW under MBIE review following workshop. EULA comfort letter content shared with MBIE. Updated MSA provided to MBIE for review & response. IPE EULA to be provided to MBIE. MBIE progressing Support Transition SOW
Relationship	G	Relationship at both senior and working group levels very positive/productive – continued communication at senior level to maintain a positive approach.

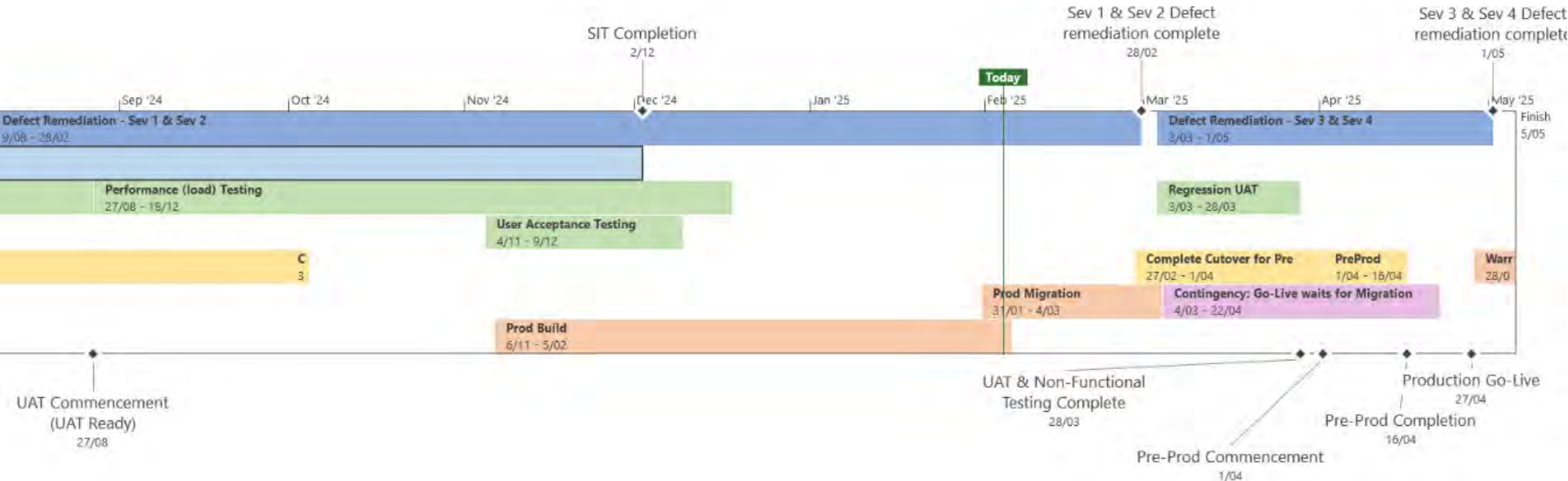
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24	02-Dec-24	0	0	Test case execution and defect raising continues
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24	28-Mar-25	58		NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	G	07-Feb-25	01-Apr-25	37		Cutover/rollback activities completed. Full cutover to occur closer to Go-Live.
Pre-Production Complete	G	07-Mar-25	16-Apr-25	27		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	A	8-Apr-25	27-Apr-25	11	5	MBIE go/no-go decision has pushed go-live out, the contingency period reducing as the MVP is delayed, and appears the 'contingency' is actually leadtime required for MBIE approvals and production readiness activities required ahead of the go-live date. ANZAC weekend confirmed with Kings Birthday as fallback.

High Rated Issues			
#	Description	Impacts / Next Steps	RAG
I427	MBIE, as the System Integrator is ultimately responsible for the level 2 support, both during the project and post go-live. The most important aspect of this L2 support is the initial triage which involves extracting the logs, looking at them to determine who then needs to be involved - Infrastructure, Network, Application, Security etc. depending on the error, then coordinating across all of the required teams to enable/determine a path to resolution. An issue was recently raised that highlighted the need to have this level 2 support resource on the project. MBIE agreed that this is a key requirement and acknowledged that to date resources from NEC had been heavily involved in this aspect of the project, so arranged for Datacom to become involved to pick up this role, and to learn from the NEC resources, where to find the logs and how to go about triaging the various different scenarios. MBIE have now advised that Datacom have learned sufficient about what they will need to do in production, so are removing the resources from the project, leaving a gap that needs to be filled. If NEC are to maintain a laser-like focus on the remediation of defects, that is where they should be using their resources, rather than coordinating level 2 support across all solution components.	1) Escalate to Project Steering Committee to assist with resolution (done) 2) Acknowledge potential impacts to defect remediation if the L2 support is no longer available, or if the NEC resources are required to fill the gap again. (done) 3) MBIE work with Datacom to ensure the required level 2 support is provided for the project. (In Progress)	A

High Rated Risks				
#	Description	Mitigation/Treatment Plan		RAG
R420	Multiple "Must" priority application security improvements required in OOTB solution. MBIE Security have released preliminary findings of a comprehensive cyber investigation carried out by Carapace who have been provided with full access within the solution environment. The findings have identified multiple opportunities for improvements in the application security that will be investigated and assessed based on the priorities provided by MBIE. The risk assessment (not provided) and the subsequent "Must" priority of many of the items presents a significant risk for the desired go-live date of April 2025.	1. NECNZ work with NECAM to size the "Must" recommendations (<i>done</i>) 2. NEC discuss/agree compensating controls that will be acceptable to enable current planned go-live (<i>priority confirmed</i>) 3. Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction (sizing in progress)		A
R430	Override vs Capping rules workflow order of processing As a result of late testing of capping rules identifying that the capping rules are being applied in the workflow prior to application of business/demographic override rules, there is a possibility that changes may be required to the workflow processing order which may lead to a large amount of retesting and modifications to existing data.	1. Analyse and document expected business impacts of not making the workflow order change 2. Confirm expectation of timing required for making workflow order change 3. Confirm expected impacts for additional testing required.		G

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
108	Monitoring & Alerting NEC Consultation	No	s9(2)(b)(ii)	Approved & in progress
136	IDME-07(REC19) - EAG Unauthenticated API Endpoints	TBC	TBC	Being assessed by NECAM
137	IDME-05 - Batch Job Command Execution	TBC	TBC	Being assessed by NECNZ
138	IDME-07(REC20) - EAG Unauthenticated API Endpoints	TBC	TBC	Being assessed by NECNZ
139	INF-04 - Insecure Storage of Credentials	TBC	TBC	Being assessed by NECAM
140	INF-11 - Lack of Authentication	TBC	TBC	Being assessed by NECNZ
141	INF-08 - Sensitive Command Line Arguments	TBC	TBC	Being assessed by NECAM

High-level Schedule/Timeline



Release Road Map for MBIE

 MBIE - BCU and IPE Defects :SIT Release 1.0.33	13/Feb/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.34	27/Feb/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.35	13/Mar/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.36	27/Mar/25

Release 1.0.32 – Released 30th Jan (20)

- SIT must have defects (10)
- Security Fixes (3)

Release 1.0.32 IPE – Released 4th Feb (8)

- SIT must have defects (4)

Release 1.0.33 – To be released 13th Feb (27)

- SIT must have defects (14)
 - Override sequence

Release 1.0.34 – Released 27th Feb (3)

- SIT must have defects (7)

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

Fixed for Go Live		
Status	Sev 2 - Major	T:
IN REVIEW - NECAM	3	3
IN PROGRESS - NZ	4	4
READY FOR TESTING N...	3	3
IN PROGRESS - NECAM	6	6
IN REVIEW - NZ	4	4
AWAITING MBIE	1	1
Total Unique Issues:	21	21

This is the number of SIT defects to be fixed before go live

Defects : 21
With NECAM : 9
With MBIE: 1

Overall, 4 down from last report

The fix go live defects have been combined and are planned to be delivered to MBIE in the following releases:

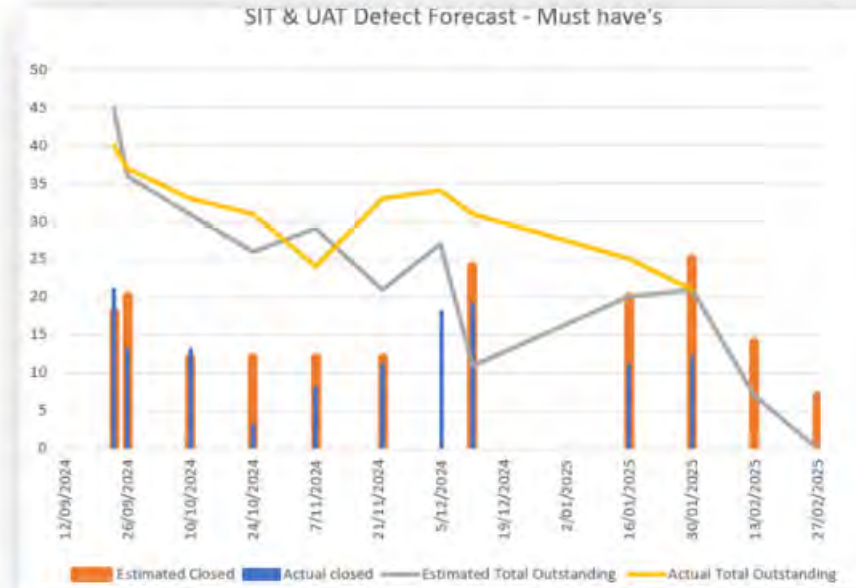
- Release 1.0.33 – 13/02/2025 - 14
- Release 1.0.34 – 27/02/2025 - 7

SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	12	7	8	6	29	24
Release 1.0.29	21/11/2024	12	0	11	14	21	33
	05/12/2024	0	0	18	11	27	34
Release 1.0.30	12/12/2024	24	3	19	9	11	31
Release 1.0.31	16/01/2025	20	1	11	4	20	25
Release 1.0.32	31/01/2025	25		12	8	21	21
Release 1.0.33	13/02/2025	14				7	
Release 1.0.34	27/02/2025	7				0	

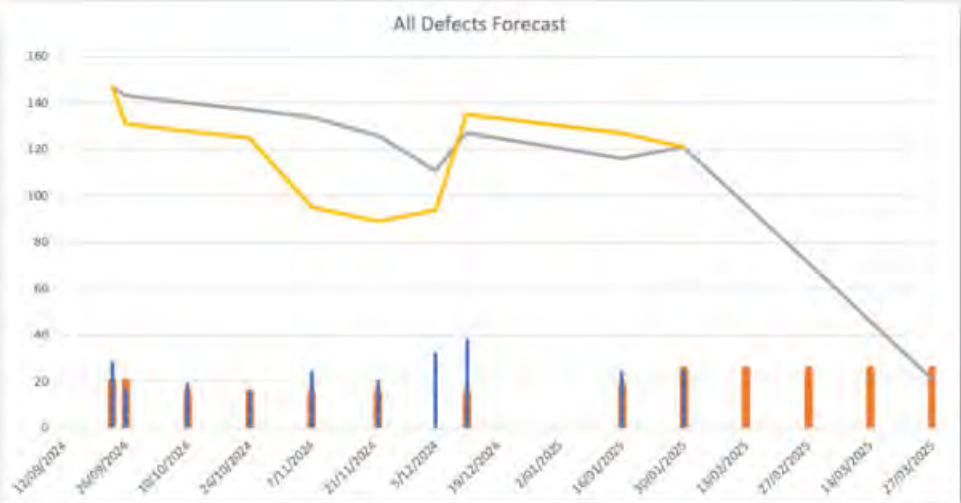
Note:

- There are 5 tickets that relate to sequencing of the override and Capping rules have been added to release 1.0.33



SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	20	13	28	9	147	131
Release 1.0.25	26/09/2024	20	16	16	4	143	128
Release 1.0.26	10/10/2024	15	12	19	10	140	125
Release 1.0.27	24/10/2024	15	12	15	2	137	95
Release 1.0.28	7/11/2024	15	12	24	15	134	89
Release 1.0.29	21/11/2024	15		20	14	126	94
	5/12/2024			32	23		135*
Release 1.0.30	12/12/2024	15	5	38	14	127	127*
Release 1.0.31	16/01/2025	18		24	12	116	116
Release 1.0.32	30/01/2025	25				121	121
Release 1.0.33	13/02/2025	25				96	
Release 1.0.34	27/02/2025	25				71	
Release 1.0.35	13/03/2025	25				46	
Release 1.0.36	27/03/2025	25				21	
Release 1.0.37	10/04/2025	21				0	



*Added the UAT defects into the overall count

Project Status Report

As of 04/02/2025

Project
Code

3644

▼
Project Name

Biometric Capability Update

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	69%
Overall RAG Status	
Number of Active Risks	7
Number of Active Issues	3

Project Phase

Project Phase	Build/Test
Project Start Date	19/03/2020
Project Finish Date	26/06/2025

Overall Commentary

- A revised schedule, with go-live and project closure in the first half of 2025 has been approved by the Delivery Governance Board (DGB).
- Confirmation of a go-live date will not be made until there is certainty about the production candidate solution.
- The go-live date is also affected by unresolved security issues. High-profile risks include commercial negotiations with key vendors NEC and Datacom, which are posing challenges and affectsing planning for go-live.

Project Summary

A project to significantly upgrade the biometrics matching software that is the source of identify information for all non-New Zealanders. Out-dated, complex and inflexible software will be updated so that it is fit for purpose, secure and reduces ongoing

Plan to Green

- Test capacity on the project has been increased significantly to cover testing of new releases and perform regression testing without causing delays.
- “Laser focus” by NEC on defect remediation to deliver a production ready MVP in February 2025 (delayed from December 2024).
- Fortnightly Exec meeting between the CEO of MBIE and the lead vendor, with increased focus on support SOW.
- Articulating security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Highlights

Progress made with the NEC Master Services Agreement MSA and gaining traction on the Support SOWs for NEC and Datacom.

Lowlights

Commercial negotiations with key vendors are posing challenges with risk for go-live.

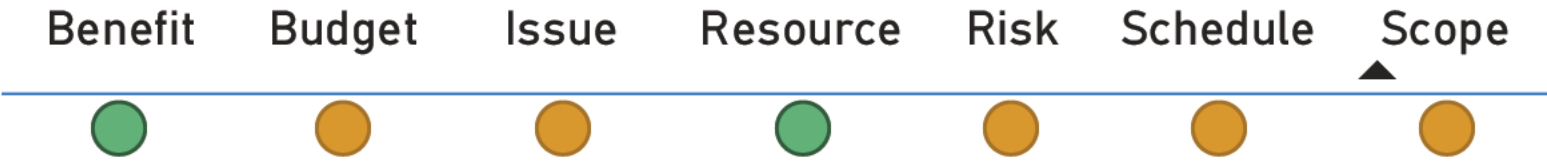
Progress since last report

- Released build 1.0.32 on 30/01/2025.
- Progressed Non-functional Requirements testing.
- Good progress on MSA with lead vendor and getting traction on Support contracts with NEC and Datacom.
- Completed setup of production environment for data migration.

Upcoming activities

- Release build 1.0.33 on 13/02/2025.
- Progress Non-functional Requirements testing.
- Progress Support contracts with NEC and Datacom.
- Start data migration in production.

RAG



Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	0.00
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
NEC	Master ICT Agreement between MBIE and NEC New Zealand Limited

Vendor Performance RAG



RAG Commentary

Benefit	
comments	Benefits have been reviewed in December 2024 and are on track.
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned and drives cost up. A number of costly change requests have been raised to remedy project issues. Cyber security issues and the Controls Validation Audit (CVA) are also increasing cost, while uncertainty over the ongoing operational expenses makes it hard to provide Project Whole of Life Cost (WoLC) estimates.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.
Resource	
comments	Project is fully resourced.
Risk	
comments	Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) Delays with the production release candidate MVP is a risk to the go-live date, 2) the number of security issues culminates in a high security posture, 3) Operational Readiness and technical support for transition to production BAU are delayed by other priorities, 4) Some users will need to have their laptops updated s 6(c) is a requirement of IBW, which is a component of IDme. This will happen ahead of the rest of MBIE which adds risk.
Schedule	
comments	There are ongoing delays and the production ready MVP solution had to be postponed from December 2024 to February 2025. Focus on the production ready MVP is causing delays for other work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope	
comments	Scope is amber as a large number of defects and security issues have been deferred to after go-live. These defects are required for a sustainable product and a plan still needs to be put in place to have it remediated soon after go-live. Pressure remains to fix only critical defects, and this erodes scope/system functionality. Progress is being made with planning of a follow up release for deferred defects.

Escalated Risks

Risk ID	
36	
Risk Description	Operational Support
Risk Owner	§ 9(2)(a)
Inherent Risk Level	Medium
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	1. Ensuring support agreements with NEC provide assurance of locally available technical resource. 2. Ensure that support agreement SLAs are acceptable to the INZ business owners. 3. Visibility of ongoing investment in local technical resource by NEC.
56	
Risk Description	Commercial negotiations between MBIE and NEC
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	Escalate delays to MBIE and NEC Steering committee members. If agreement cannot be achieved at this level, then further escalation in both organisations should be actioned
70	
Risk Description	Severity and volume of defects
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	Accept vendor process changes to improve defect resolution. Monitor vendor defect resolution against targets and implement an escalation process. Escalate in project governance. Plan for regular business reviews and workaround development.
Risk Treatments	Work with key vendors to drive the number of bugs down (or mitigate), increase the defects fixed in the available time with additional resourcing. Focusing on critical, high and selected medium defects that materially impact the business outcomes.
82	
Risk Description	Override Rules may not be fit for purpose for GoLive
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	The removal of bad data has started, following a detailed analysis of what needed to be removed. § 9(2)(a) is developing a list of good identity data to be inputted into UAT by DXC.
Risk Treatments	DXC will remove bad data and input new data as quickly as possible. § 9(2)(a) has been freed up to fully focus on the work over the next couple of months.

Escalated Issues

Issue ID	
30	
Issue Title	Defects not fixed in a timely manner delays production ready MVP
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	29/01/2025
Issue Treatment	This has been escalated and is a key focus area at weekly meetings between MBIE / NEC executives. Release planning of defect remediation is closely monitored to align with project planning.
31	
Issue Title	Security Vulnerabilities not addressed prior to Go Live
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	27/06/2024
Issue Treatment	Project Steering Group to follow up with Lead Vendor and to be added to the agenda of the weekly exec Meeting with the CE and MD of NEC. Prioritisation of Must Have Security defects and sequencing of implementation is being communicated to the lead vendor. A security memo explaining the expected risk profile of BCU is being prepared for the DCE of Immigration to test the feasibility of risk acceptance for go-live.
32	
Issue Title	Security Information and Event Management (SIEM)
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	28/11/2024
Issue Treatment	A decision has been reached for BCU to use § 6(c) which is already available. This does not allow 1) application-level monitoring and it does not seem to include 2) monitoring of database access. It is expected that monitoring of 1 and 2 above will be added after BCU is live, in the second half of the 2025 calendar year but it is not clear if that is included in scope of the MBIE project or need to be funded separately.

Project Status Report

As of 04/02/2025

Project Code

3586

▼Project Name

In Person Enrolment

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	82%
Overall RAG Status	
Number of Active Risks	
Number of Active Issues	

Project Phase

Project Phase	Build/Test
Project Start Date	11/02/2020
Project Finish Date	30/01/2026

Overall Commentary

- A revised schedule, with go-live and project closure in the first half of 2025 has been approved by the Delivery Governance Board (DGB).
- Confirmation of a go-live date will not be made until there is certainty about the production candidate solution.
- The go-live date is also affected by unresolved issues such as unmitigated security risk.

Project Summary

In Person enrolment is used by a variety of users across the business including those from CRIS, Border, Refugee and Compliance.It is used to capture "identities", Face, Finger Print and Biographic, for recording and matching purposes in the INZ Systems.

Plan to Green

- Test capacity on the project has been increased significantly to cover testing of new releases and perform regression testing without causing delays.
- “Laser focus” by NEC on defect remediation to deliver a production ready MVP by mid-February 2025 (delayed from December 2024).
- Fortnightly Exec meetings between the CEO of MBIE and the lead vendor, with increased focus on support SOW.
- Articulating security risks to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Highlights

Purchasing of hardware for the IPE travel kits is completed and under budget.

Lowlights

A production ready MVP was not achieved by December 2024 as planned. The deferred date is 13 February 2025. Commercial negotiations with the lead vendor are posing significant challenges with increasing risk for go-live.

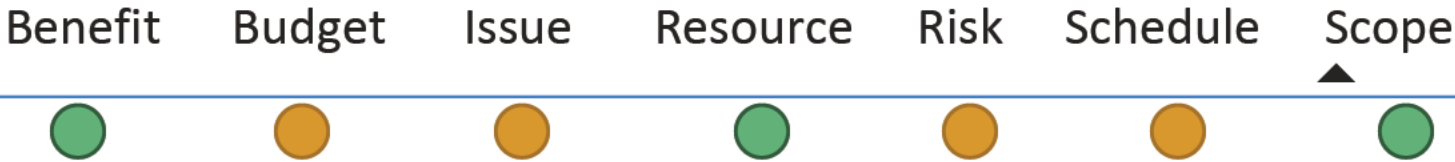
Progress since last report

- Build 1.0.32 released on 30/01/2025.
- Progressed Non-functional Requirements testing.
- Commercial negotiations continue with lead vendor, some progress made on NEC Support contract.
- Negotiations under way with Datacom on service desk and Level 2 support.

Upcoming activities

- Release build 1.0.33 on 13/02/2025.
- Progress Non-functional Requirements testing.
- Continue commercial negotiations with NEC and Datacom in regard to support.

RAG



Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	0.00
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
-------------	------------------

Vendor Performance RAG



RAG Commentary

Benefit	
comments	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned and drives cost up. Cyber security issues and the Controls Validation Audit (CVA) are also increasing cost, while uncertainty over the ongoing operational expenses makes it hard to provide Project Whole of Life Cost (WoLC) estimates.
Issue	
comments	Issues are being monitored and escalated where required. A key issue is the number of Severity 2 BCU defects remaining which need to be fixed to have a production release candidate. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.
Resource	
comments	Project is fully resourced. Some contracts need to be extended to keep the core team intact. Contract extensions are progressing well.
Risk	
comments	Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) having missed the December 2024 milestone date for a production release candidate is a risk to the go-live date, ^{s 6(c)} , 3) Operational Readiness and technical support for transition to production BAU are delayed by other priorities.
Schedule	
comments	There are ongoing delays and the production ready MVP solution had to be postponed from December 2024 to January 2025. Focus on the production ready MVP is causing delays for other work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope	
comments	On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



Biometric Capability Update

MBIE Executive Steering Group – Update as at 4 February 2025

In Confidence



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI

Defect Management – NEC Defects as of 03 February 2025

- On 30 January, Release 1.0.32 was received with 10 defects and 4 security remediated. NEC has a total of 29 'Must Have' defects remaining, noting there are also 4 'blocked' defects expected to be unblocked with the arrival of the next release.
- At this stage, the NEC release (1.0.33) scheduled for 13 February 2025 will provide an additional 20 defect remediations which includes unblocking 4 defects. Currently, there are a further 9 defects to be resolved & tested in Build 1.0.34 on 27 February before SIT is complete.
- MBIE has agreed to receive the remediated capping and override functionality defect as part of the 13 February release and test in parallel with NEC, to avoid delaying receiving the defect that was originally planned to be included in the 1.0.34 Release on 27 February.
- MBIE is finalising the requirements for updated override rules and additional override parameters as well as a utility to change the status of groups of data (test and prod). Once received and NEC has analysed the requirements, MBIE will determine with NEC the potential options to implement and timings.

Month	May	June			July				August					September				October			November		December		January-25		February-25		
Date	20/05	7/06	13/06	20/06	4/07	12/07	19/07	25/07	1/08	8/08	15/08	22/08	29/08	5/09	12/09	19/09	26/09	10/10	24/10	31/10	4/11	22/11	Reserve 5/12	12/12	16/1	30/1	13/2	27/2	
Release #	1.0.17	1.0.18	1.0.18.1	1.0.19	1.0.20	1.0.20.1	1.0.21	1.0.21.1	1.0.22	1.0.22.1	1.0.23	1.0.22.2	1.0.23	1.0.23.1	1.0.24	1.0.24.1	1.0.25	1.0.26	1.0.27	1.0.28	1.0.28.1	1.0.29	1.0.30	1.0.30	1.0.31	1.0.32	1.0.33	1.0.34	
Severity 1-2 fixes in release cycle	3	16	2	7	13	2	15	3	18	7	(combined with 29/08)	9	36	0	18		6	7	7	4	2	21		20	13	11	20	9	
Remaining Sev 1 - 2 defects	56	54	52	55	65	74	78	77	62	47		50	51	55	43		39	36	30	26	29	21		32	34	23*	9	0	
*Note: for the 30 January release, there are 4 security defect fixes not included in the delivery count as security defects are accounted for separately. Blocked (4) and Resolved (3) defects are discounted at this stage.																													
+ New Defects raised (15% failure rate approximately)																										3			
Remaining Severity 2 defects with conservative indication of new defects raised.																											26		

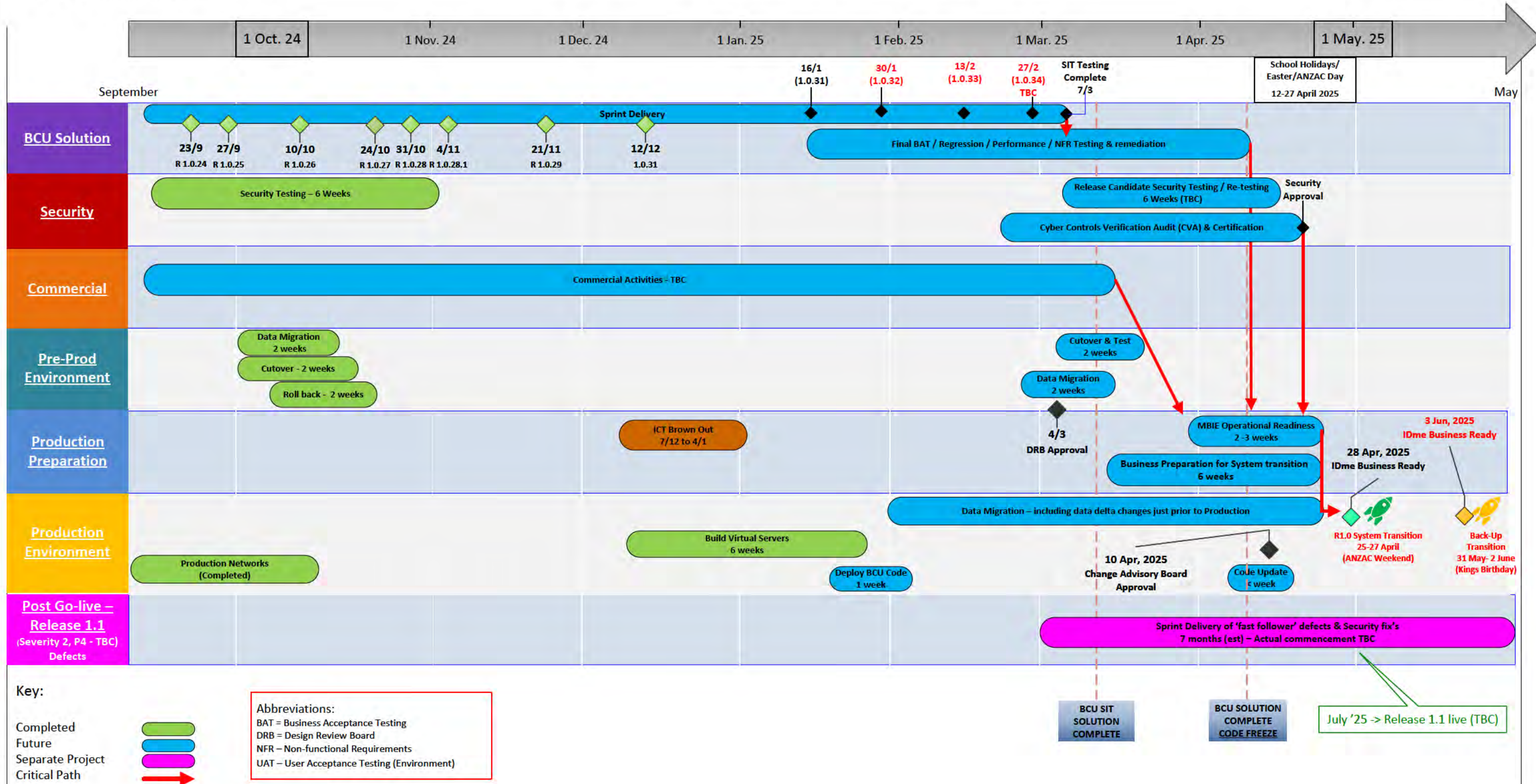
Note: Defects assigned to NEC Include open defects severity 1-2 with a priority 1, 2 or 3. Severity 2 priority 4 defects will be exception managed by the business and need to be resolved post go live of the first production release. Security defects are excluded.

Overall status is **Red**

	Activity	RAG	Timeline to complete	Narrative	Responsibility
1	Master Services Agreement	Red	➤ 23 Jan – MBIE and NEC legal teams meet. ➤ 31 Jan – All issues agreed (major and minor) ➤ 14 Feb – MSA drafting complete and agreed ➤ 21 Feb – MSA complete – ready for Approval sent to NEC for signature ➤ 25 Feb – MSA signed by NEC and returned to MBIE ➤ 26 Feb – MSA with MBIE CE for signature ➤ 28 Feb – MSA approved by both parties	MBIE received revised draft of the MSA from NEC 30 January. Status: MBIE reviewing latest iteration, meeting scheduled with Buddle Findlay 3 February.	s 9(2)(a)
2	End User Licence Agreement – BCU	Yellow	➤ Wk/c 27 Jan – MBIE and NEC to meet to discuss IP indemnities and liabilities and to address the comfort letter ➤ 7 Feb – NEC to provide updated comfort letter (if required)	Email sent to NEC from Michael Alp on 28 November regarding the separate out the IP, indemnities, and liabilities. Email included a proposed path forward. Status: MBIE arranging meeting between Michael s 9(2)(a) discuss.	
3	End User Licence Agreement – IPE	Red	➤ 7 Feb – NEC to provide MBIE EULA ➤ 14 Feb – MBIE to advise NEC if comfort letter is required to address similar concerns (if any) raised ➤ 21 Feb – NEC to provide comfort letter	NEC advised MSA is the priority and MBIE will receive a copy of the EULA in the new year. Status: NEC to provide copy of the IPE EULA.	
4	IPE (Support) SoW	Yellow	➤ 20 Feb – MBIE to use agreed security requirements from BCU Support SoW to add into IPE SoW. ➤ 21 Feb – SoW complete with Security additions - ready for Approval sent to NEC for signature ➤ 25 Feb – SoW signed by NEC and returned to MBIE ➤ 26 Feb – SoW with MBIE CE for signature ➤ 28 Feb – SoW approved by both parties	NEC advised they would park the signing of the IPE SoW until the MSA and BCU Support SoW are ready. Agreement reached that Security requirements can now be included in the current variation on the IPE SoW rather than a separate variation. Status: Due to NEC's preference to park the signing of the IPE SoW until the MSA and BCU Support SoW are ready, MBIE revising the IPE SoW to include the Security requirements. MBIE to provide a fully consolidated version based on the current agreed clean version with updates for security components – Date to be confirmed.	
5	BCU Support SoW	Red	➤ 28 Jan – s 9(2)(a) meet to discuss meeting on 30th January. ➤ 30 Jan – MBIE and NEC discuss BCU Support SoW. ➤ 13 Feb – MBIE to provide NEC with an updated version of Support SoW ➤ 18 Feb – MBIE and NEC discuss outstanding issues ➤ 21 Feb – SoW complete - ready for Approval sent to NEC for signature ➤ 25 Feb – SoW signed by NEC and returned to MBIE ➤ 26 Feb – SoW with MBIE CE for signature ➤ 28 Feb – SoW approved by both parties	BCU workshop held between both parties on 30 January to discuss concerns. Good meeting highlighting that whilst there is a bit to work through ultimately both parties do not appear far from agreement. Meeting required for both parties to discuss the security requirements. Status: MBIE to provide next turn of the SoW to NEC wk/commencing 10 February, to include revised Annexures and security requirements. MBIE requested on 31 Jan a timeframe from NEC to meet re security requirements.	
6	Project Services Variation	Yellow	➤ 24 Jan – MBIE issues variation agreement ➤ 7 Feb – NEC provide feedback ➤ 28 Feb – Agreement of variation reached ➤ 14 Mar – Variation agreed.	Variation to cover project services from October 24 to Mar 25. Status: MBIE issued a first draft of services to NEC on 24 Jan.	
7	Transition Services SoW	Green	➤ 14 Feb – MBIE to provide NEC with draft Transition Services SoW	During the BCU workshop it was agreed by both parties to remove the transition clause from the BCU Support SoW and instead develop a separate SoW which addresses transition services. Status: MBIE to draft Transitions Services SoW.	

BCU Solution Major Activities	Start	Complete	RAG	Notes
Solution Delivery (SIT), Remediation and Testing	Ongoing	7 Mar 25		A release is scheduled on 13 February with a final release expected on 27 February, resulting in SIT testing to be completed in early March 2025. The defect impacting capping/override expected to be remediated and delivered on 13 February and will be tested in parallel by both NEC and MBIE.
Post SIT Testing (Regression/BAT/NFR) & Remediation	18 Nov 24	4 Apr 25		UAT/BAT/Performance/Non-Functional/regression (dependant on a candidate solution being almost complete)
Security				
Security testing (2nd phase)	2 Sep 24	1 Nov 24	✓	Complete - additional defects identified
Release candidate regression testing, remediation and certification	17 Feb 25	19 Apr 25		TBC – based on prioritisation and delivery of remediated defects.
Pre-Production				
Tranche 1 - (Prod 'Dress Rehearsal') Data migration, Cutover & Roll back	1 Oct 24	29 Oct 24	✓	Complete - lessons/timings confirmed.
Tranche 2 - (Implement production version) Data Migration & Cut-over	10 Mar 25	28 Mar 25		Exact dates TBC
Production				
Tranche 1 - Data Migration	28 Jan 25	14 Mar 25		NEC code deploy expected from 28 Jan 2025.
Tranche 2 - Data Migration - (delta from Tranche 1)	17 Mar 25	21 Apr 25		
Go-Live Transition	25 Apr 25	27 Apr 25		1 st Business day for usage: Monday 28 th April 2025. Backup date 31 May-June 25 May (TBC)
Commercials	Ongoing	28 Feb 25		TBC – Refer to Commercial update slide
MBIE User Training	24 Mar 25	18 Apr 25		TBC (Just in time training)
Post go live Project (R1.1 - Sev 2 P4's)	Mar 25	TBC		Dependant on a candidate solution being available to enable commencement of R1.1

Biometric Capability Update Solution - DRAFT



Notes

- System Transition is currently scheduled from Friday 25th to Sunday 27th and occurs over Anzac Weekend (no business day outage). IDme will be available for business use from Monday 28th April. The backup System transition date is tentatively set as Saturday 31 May to 2 June (Kings Birthday).
- This swim-lane represents a visual representation of the high level solution activities. Detailed activities are contained in a separate project schedule.
- Timeframes either represent actual or elapsed time.
- There is minimal contingency – 1-2 weeks maximum.
- The schedule is based on completing a SIT solution in early/mid February 2025. Any slippage in completing SIT will most likely result in the go-live date extending to the back up (contingency) date.

30 January 2025



Date & Time	Tuesday 25 th February 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 25 FEB 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), s 9(2)(a) [Redacted] [Redacted]
Apologies	Michael Alp, s 9(2)(a)

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 11 February 2025 were accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - o Overall RAG Status remains as Amber until an official GoLive date is confirmed.
 - o Partially complete change request for parameter changes; these changes are not included in the planning for releases for this coming fortnight
 - o Biographic data migration is complete.
 - o Biometric data loading is delayed, as NEC are waiting on MBIE to complete the correction of bad data.
 - o The release scheduled for delivery on Thursday 27 March will contain approximately 12 defect fixes; four of these are at-risk infrastructure related items, so this number could be reduced to eight.
 - o An interim release will be delivered next week (week commencing 03 March) with a further 5 defect fixes scheduled for delivery, and the final MVP release on 13 March has 10 items, although three of these are at-risk infrastructure items.
 - o The at-risk items are infrastructure related and will not impact regression testing.
 - o NFR and performance testing is progressing.
 - o The timeline for the commercials to be completed at the end of February is unlikely to be achieved.
- Other business
 - o s 9(2)(a) provided a brief update on an executive MBIE/NEC meeting that was held earlier this morning.
 - o Carolyn has communicated MBIE's concern that the quality and resolution rate of defects needs to increase.
 - o Another meeting with the same attendees will be scheduled for next week for a progress check on this Thursday's (27th) release has performed.
 - o s 9(2)(a) noted that the working relationship between MBIE and the NEC NZ team is positive.
 - o s 9(2)(a) queried and s 9(2)(a) confirmed that the final release for MVP is scheduled for Thursday 13 March.
- NEC Left the meeting at **11.13AM**

3. MBIE Update: Richard Owen

- Commercial Update – s 9(2)(a)
 - o The updated MSA was sent to NEC yesterday (24 February); MBIE are waiting for a timeframe for return from NEC. The MSA should then be ready for signing, s 9(2)(b)(ii)
 - o An Internal workshop for the BCU Support SoW is scheduled for tomorrow (26 February)
- MBIE Update
 - o Richard advised that no further discussion is required and ended the meeting

4. Summary of Action Points

- No new action points

The meeting finished at 11:17 AM



5. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

6. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

7. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#445	11/02/2025	s 9(2)(a) will provide a proposal of an enhanced testing regime at the next Steering Group meeting. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)		24/02: s 9(2)(a) is working on a proposal and will provide this to s 9(2)(a) by Friday 28 February. 11/02: Opened	25/02/2025
AP#446	11/02/2025	Richard s 9(2)(b)(ii)	Richard s 9(2)(a)		24/02: In Progress 11/02: Opened	25/02/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		24/02: This action to be kept open until we have a clear path to a working solution 11/02: Formal notification of the GoLive date is more likely to be mid-March, contingent on the success of the software release on 27 th February. 28/01: Opened	25/03/2025
AP#439	14/01/2025	s 9(2)(a) to facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)		24/02: No update at this time 28/01: Negotiations are under way, with a first draft likely to be available early March. 14/01/2025: Opened	25/02/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a)	s 9(2)(a)		24/02: Update from s 9(2)(a): 1. MBIE hasn't provided full Override Rule requirements 2. NEC has answered some but not quite all questions	25/02/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
		Steven to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			1. NEC is prioritising defects at MBIE's request including the Resequencing of Override rules and Capping due on 6 March 3. MBIE does need workflow to be working to allow analysis of probe results using override rules to determine effectiveness 11/02: Meetings were held between MBIE and NEC to review which rules need to be changed. s 9(2)(a) has compiled the information, but has questions that require answers from NEC before a final list of rules requiring change can be provided, so this is currently sitting with NEC. Discussion was held; Richard suggested to take this conversation offline, and raised a new action for himself to catch up with s 9(2)(a) and other relevant individuals to clarify the override and capping rules activities. (See AP#444) Action to remain open for further updating. 28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	

8. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#444	11/02/2025	Richard will catch up with s 9(2)(a) and other relevant individuals to make sure that the activities needed to clarify that override and capping rules are on track.	Richard	24/02: Done - Closed 11/02: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

9. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 25 February 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L16.02**

MEMBERS ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ (Chair)
➤ Michael Alp, Chief Operations Officer, Corporate & Digital Shared Services

s 9(2)(a)

ATTENDEES

NEC

APOLOGIES

#	Description	Time	Presenter
1	Welcome, apologies and minutes / actions – included in pack	11.30AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.35AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Commercial Update (internal) – s 9(2)(a) • Risks & Issues	11.50AM	
4	MBIE & NEC Executive Report for discussion – (included)	12.05PM	
5	Other Business	12.15PM	
6	Summary of Action Points (Time permitted)		

UPCOMING MEETINGS

Date	Time
Tuesday, 11 March 2025	11.00AM – 12.00 PM
Tuesday, 25 March 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 11 th February 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 11 FEB 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), Michael Alp, s 9(2)(a) [Redacted] [Redacted] [Redacted]
Apologies	s 9(2)(a) [Redacted]

1. Minutes of previous meeting

- s 9(2)(a) highlighted that the outstanding requirements mentioned in the previous minutes were specifically for override changes, and that NEC are also waiting for MBIE to provide requirements for data cleansing changes for utility update.
- Previous minutes for the Steering Group meeting on 28 January 2025 were then accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - o Current RAG status is still Amber
 - o Biographic data migration is almost complete and Biometric loading will start later this week
 - o Defect remediation is nearing completion with a large release of 17 or 18 Severity 2 defect fixes on Thursday 13 February, including the fix for the override defect.
 - o System testing for the override and capping fixes expected on 13 Feb 2025 will be completed by MBIE and NEC NZ in parallel
 - o The remaining Severity 2 defect fixes – circa 9 or 10 – will be included in the following release on Thursday 27 February.
 - o Non-functional requirements and performance testing is continuing, with approximately 4 more weeks' duration, and a risk that further defects may be raised.
 - o In regard to commercials, there is a meeting scheduled for this afternoon (11 Feb) to discuss security requirements in the BCU Support SoW.
 - o s 9(2)(a) noted that, after the recent BCU Support SoW workshop, the MBIE commercial team is working to elaborate the security requirements, service descriptions and vital services
- Outstanding Commercial Documents
 - o Previously discussed.
- NEC Left the meeting at **11.31AM**

3. MBIE Update: s 9(2)(a)

- Status Reports
 - o A significant release is expected to be received this Thursday (13 FEB).
 - o The next release on 27 February should be the last large release from NEC; any defects after that should be smaller and manageable.
 - o MBIE should then be in a position to confirm a project GoLive date in mid-March, with the caveat that we have working software and commercials mostly completed.
- Commercial Update s 9(2)(a)
 - o MBIE Confidential
- Risks and Issues
 - o Not discussed

4. MBIE & NEC Executive Report s 9(2)(a)

- Taken as read

5. Other Business

- Michael acknowledged the project team's hard work.

6. Summary of Action Points

- ACTION: Richard will catch up with s 9(2)(a) and other relevant individuals to make sure that the activities needed to clarify that override and capping rules are on track.

The meeting finished at 11:56AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#444	11/02/2025	Richard will catch up with s 9(2)(a) and other relevant individuals to make sure that the activities needed to clarify that override and capping rules are on track.	Richard		11/02: Opened	25/02/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		11/02: Formal notification of the GoLive date is more likely to be mid-March, contingent on the success of the software release on 27 th February. 28/01: Opened	14/03/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			11/02: Meetings were held between MBIE and NEC to review which rules need to be changed. s 9(2)(a) has compiled the information, but has questions that require answers from NEC before a final list of rules requiring change can be provided, so this is currently sitting with NEC. Discussion was held; Richard suggested to take this conversation offline, and raised a new action for himself to catch up with s 9(2)(a) and other relevant individuals to clarify the override and capping rules activities. (See AP#444) This action to remain open for further updating. 28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override	11/02/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#443	28/01/2025	Steering Group Terms of Reference (ToR) to be updated to include the IPE Project, and circulated to the sponsor for approval.	s 9(2)(a)	11/02: Sponsor Approved - Action Closed 04/02: Draft Updated ToR sent to Project Sponsor for review. 28/01: Opened
AP#431	26/11/2024	s 9(2)(a) will share a redacted view of the Security risk assessment with NEC by the end of next week (06 DEC).		11/02: NEC confirmed receipt of the Security Risk Assessment Memo – Action Closed 03/02: An abridged version of the Security Risk Assessment memo was provided to NEC via email – <i>propose this action to close.</i> 28/01: The Cyber Team has gone through the memo with Richard; Richard will go over the memo with Alison on Thursday afternoon. s 9(2)(a) and Richard will have a conversation offline and redact/release the memo from there. 14/01/25: Action re-opened and updated: MBIE to share a redacted version of the completed Security Risk Assessment report with NEC, the week commencing 27/01/2025. 10/12: s 9(2)(a) has shared a copy of the risk table, and her team are also working on a detailed memo detailing the current risks, target risk and risk remediations for the Business Owner. s 9(2)(a) noted that, at the previous Steering Group, a discussion was held around NEC providing MBIE with supporting information to help with that report, however the risk table that s 9(2)(a) has provided doesn't let NEC be helpful. s 9(2)(a) advised that the Cyber team will work with NEC around the security risks once MBIE's risk appetite has been determined. The Cyber team will be sending the security risk assessment memo to Richard Owen for consideration on Friday 13th December; from there the determination on which risks are being raised with NEC can be made and s 9(2)(a) team will commence discussion with NEC next week. Action Closed 26/11: Opened
AP#438	10/12/2024	s 9(2)(a) will follow up on the timing s 6(c) understand the implication on BCU and IPE GoLive.		11/02: s 6(c) now on MBIE Laptops, and working for the standard build of IBW, however s 9(2)(b)(ii) 28/01: IBW is now s 6(c) and being tested by MBIE testers. If successful, MBIE will update every IBW machine with s 6(c) NEC requested that MBIE's decision to proceed s 6(c) captured in the minutes; this is noted in the Decisions Table below.

AP#	Date	Action	Owner	Update/Comments
				Issues s 9(2)(b)(ii) be resolved tomorrow morning (Wednesday 29 January); action to be kept open until resolved. 14/01/25: Datacom is working with MBIE to make sure that IBW can work on MBIE devices; this action to remain open for further updating. 10/12: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register.docx

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	

Overall RAG Status	BCU & IPE	Mitigation/Path to Green
Commentary	Delivery of the penultimate release prior to confirmation of the Production MVP has been successful with the MBIE team SIT testing in parallel with the NEC System testing. A key component of the delivery (biographics overrides) has been consciously deferred to post biometric testing to reduce duplicated effort, so will likely be included in the ultimate release on 27th February with the remaining outstanding Sev 2 defects. Successful achievement of this milestone will enable a Go-Live at End April. Production Biographic data migration has completed successfully. Smoke testing of the NEC software build has identified some issues preventing continuation of the biometric component of the migration. Other dependencies for getting the Biometric migration underway include MBIE Change approvals for the latest version that includes a required migration fix, as well as the datacom data fixes for PDFs/BMPs etc masquerading as JPEGs. Progress on UAT Non-Functional & performance testing is getting further focus so that some clarity on the remaining Sev 2 defect remediation can be achieved, and dates locked in for regression & remaining BAT. Continued focus on including Datacom resources in the remaining test environment defect triage and analysis of issues is really helping to understand the nature and scope of the level 2 support activities and the documentation required by Datacom to enable a successful transition within the production environment. Issue I427 highlighting the follow-up/actions required to assist with resolution. Change requests have been logged to progress the sizing of the work for the “Must” priority security items that are not already in flight. Approvals will be sought to progress these items via the Steering Group as this may impact schedule & cost.	Status remains amber following the changes required to correct the workflow processing order (override vs Capping rules). Likely override parameter changes & UAT/Production potential data changes also have potential to impact on schedule.

RAG Status of key Measures		
Scope	A	Potentially a significant impact on scope based on the completed MBIE security testing results from UAT, however MBIE have indicated they will progress exemptions to allow go-live approval (sizing in progress for all high priority items not already in-flight). A request to progress a datafix in UAT that could potentially apply to production at a later date is likely representing an increase in scope, as is the additional override parameter rules that are likely to be requested.
Budget	G	A further change to the Go-Live date will require a CR to assess/confirm cost impacts. Any additional effort required will be progressed via change control process. MBIE indicating CR will be confirmed early March.
Schedule	G	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed that earliest date possible is End April, with possibility that May or June may be required.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. NEC internal planning for resourcing post go-live support progressing and will align with support agreements.
Commercial	A	IPE SOW Variance for Hardware Removal ready for execution, MBIE to provide next version with Security variation (draft requirements for security have been provided). BCU Support SOW under MBIE review following workshop. EULA comfort letter content shared with MBIE. Updated MSA provided to MBIE for review & response. IPE EULA to be provided to MBIE. MBIE progressing Support Transition SOW
Relationship	G	Relationship at both senior and working group levels very positive/productive – continued communication at senior level to maintain a positive approach.

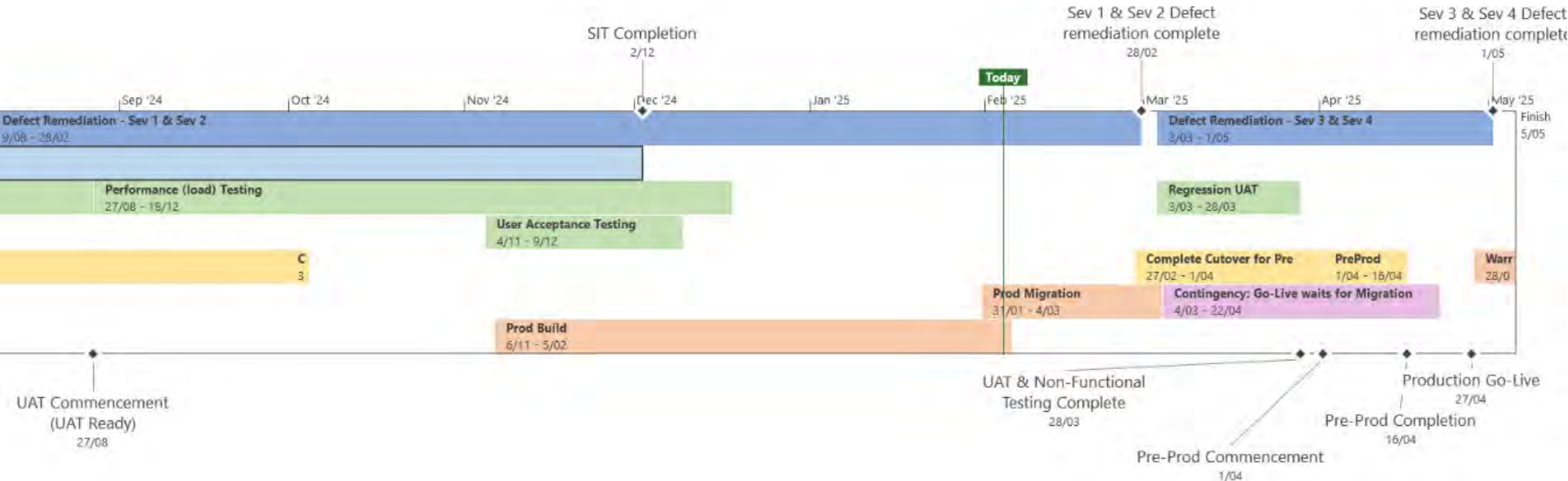
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24	02-Dec-24	0	0	Test case execution and defect raising continues
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24	28-Mar-25	58		NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	G	07-Feb-25	01-Apr-25	37		Cutover/rollback activities completed. Full cutover to occur closer to Go-Live.
Pre-Production Complete	G	07-Mar-25	16-Apr-25	27		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	A	8-Apr-25	27-Apr-25	11	5	MBIE go/no-go decision has pushed go-live out, the contingency period reducing as the MVP is delayed, and appears the 'contingency' is actually leadtime required for MBIE approvals and production readiness activities required ahead of the go-live date. ANZAC weekend confirmed with Kings Birthday as fallback.

High Rated Issues			
#	Description	Impacts / Next Steps	RAG
I427	MBIE, as the System Integrator is ultimately responsible for the level 2 support, both during the project and post go-live. The most important aspect of this L2 support is the initial triage which involves extracting the logs, looking at them to determine who then needs to be involved - Infrastructure, Network, Application, Security etc. depending on the error, then coordinating across all of the required teams to enable/determine a path to resolution. An issue was recently raised that highlighted the need to have this level 2 support resource on the project. MBIE agreed that this is a key requirement and acknowledged that to date resources from NEC had been heavily involved in this aspect of the project, so arranged for Datacom to become involved to pick up this role, and to learn from the NEC resources, where to find the logs and how to go about triaging the various different scenarios. MBIE have now advised that Datacom have learned sufficient about what they will need to do in production, so are removing the resources from the project, leaving a gap that needs to be filled. If NEC are to maintain a laser-like focus on the remediation of defects, that is where they should be using their resources, rather than coordinating level 2 support across all solution components.	1) Escalate to Project Steering Committee to assist with resolution (done) 2) Acknowledge potential impacts to defect remediation if the L2 support is no longer available, or if the NEC resources are required to fill the gap again. (done) 3) MBIE work with Datacom to ensure the required level 2 support is provided for the project. (In Progress)	A

High Rated Risks				
#	Description	Mitigation/Treatment Plan		RAG
R420	Multiple "Must" priority application security improvements required in OOTB solution. MBIE Security have released preliminary findings of a comprehensive cyber investigation carried out by Carapace who have been provided with full access within the solution environment. The findings have identified multiple opportunities for improvements in the application security that will be investigated and assessed based on the priorities provided by MBIE. The risk assessment (not provided) and the subsequent "Must" priority of many of the items presents a significant risk for the desired go-live date of April 2025.	1. NECNZ work with NECAM to size the "Must" recommendations (<i>done</i>) 2. NEC discuss/agree compensating controls that will be acceptable to enable current planned go-live (<i>priority confirmed</i>) 3. Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction (sizing in progress)		A
R430	Override vs Capping rules workflow order of processing As a result of late testing of capping rules identifying that the capping rules are being applied in the workflow prior to application of business/demographic override rules, there is a possibility that changes may be required to the workflow processing order which may lead to a large amount of retesting and modifications to existing data.	1. Analyse and document expected business impacts of not making the workflow order change 2. Confirm expectation of timing required for making workflow order change 3. Confirm expected impacts for additional testing required.		G

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
108	Monitoring & Alerting NEC Consultation	No	s 9(2)(b)(ii)	Approved & in progress
136	IDME-07(REC19) - EAG Unauthenticated API Endpoints	TBC	TBC	Being assessed by NECAM
137	IDME-05 - Batch Job Command Execution	TBC	TBC	Being assessed by NECNZ
138	IDME-07(REC20) - EAG Unauthenticated API Endpoints	TBC	TBC	Being assessed by NECNZ
139	INF-04 - Insecure Storage of Credentials	TBC	TBC	Being assessed by NECAM
140	INF-11 - Lack of Authentication	TBC	TBC	Being assessed by NECNZ
141	INF-08 - Sensitive Command Line Arguments	TBC	TBC	Being assessed by NECAM

High-level Schedule/Timeline



Release Road Map for MBIE

MBIE - BCU and IPE Defects :SIT Release 1.0.33.1	18/Feb/25
MBIE - BCU and IPE Defects :SIT Release 1.0.33.2	20/Feb/25
MBIE - BCU and IPE Defects :SIT Release 1.0.34	27/Feb/25
MBIE - BCU and IPE Defects :SIT Release 1.0.35	13/Mar/25
MBIE - BCU and IPE Defects :SIT Release 1.0.36	27/Mar/25

Release 1.0.33 – Released 13th Feb (26)

- SIT must have defects (15)
 - Override sequence – Face only

Release 1.0.34 – Released 27th Feb (24)

- SIT must have defects

Release 1.0.33.1 – To be Released 18th Feb (4) – Hot fix

- Override sequence – Face only defects

Release 1.0.33.2 – To be Released 20th Feb – TBC

- Override sequence – Biographic changes
- Override sequence - Face defects

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

Fixed for Go Live		
Status	Sev 2 - Major	#
IN REVIEW - NECAM	1	1
IN PROGRESS - NZ	1	1
READY FOR TESTING NZ	9	9
IN PROGRESS - NECAM	1	1
IN REVIEW - NZ	8	8
AWAITING MBIE	2	2
Total Unique Issues:	26	26

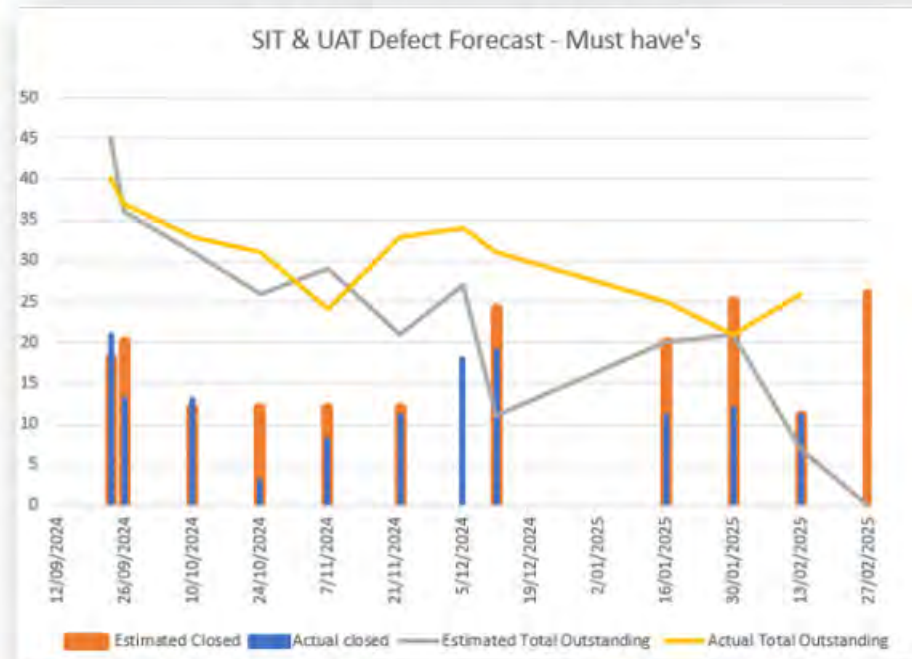
This is the number of SIT defects to be fixed before go live

Defects : 26
With NECAM : 4
With MBIE: 2

Overall, 5 up from last report

SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live

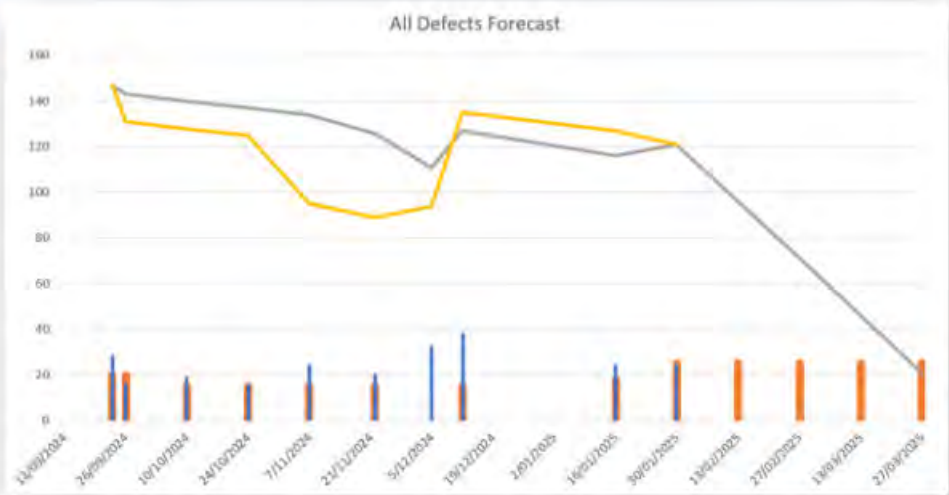
		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	12	7	8	6	29	24
Release 1.0.29	21/11/2024	12	0	11	14	21	33
	05/12/2024	0	0	18	11	27	34
Release 1.0.30	12/12/2024	24	3	19	9	11	31
Release 1.0.31	16/01/2025	20	1	11	4	20	25
Release 1.0.32	31/01/2025	25		12	8	21	21
Release 1.0.33	13/02/2025	14		11	8	26	26
Release 1.0.34	27/02/2025	26				0	



SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	20	13	28	9	147	131
Release 1.0.25	26/09/2024	20	16	16	4	143	128
Release 1.0.26	10/10/2024	15	12	19	10	140	125
Release 1.0.27	24/10/2024	15	12	15	2	137	95
Release 1.0.28	7/11/2024	15	12	24	15	134	89
Release 1.0.29	21/11/2024	15		20	14	126	94
	5/12/2024			32	23		135*
Release 1.0.30	12/12/2024	15	5	38	14	127	127*
Release 1.0.31	16/01/2025	18		24	12	116	116
Release 1.0.32	30/01/2025	25		24	24	121	121
Release 1.0.33	13/02/2025	25		22	15	136	136
Release 1.0.34	27/02/2025	26				110	
Release 1.0.35	13/03/2025	28				82	
Release 1.0.36	27/03/2025	28				54	
Release 1.0.37	10/04/2025	27				27	
Release 1.0.38	24/04/2025	27				0	

Estimated to close has been updated to reflect the additional defects that have been created



Project Status Report

As of 19/02/2025

▼
Project
Code

3644

▼
Project Name

Biometric Capability Update

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	69%
Overall RAG Status	
Number of Active Risks	7
Number of Active Issues	3

Project Summary

A project to significantly upgrade the biometrics matching software that is the source of identify information for all non-New Zealanders. Out-dated, complex and inflexible software will be updated so that it is fit for purpose, secure and reduces ongoing

Project Phase

Project Phase	Build/Test
Project Start Date	19/03/2020
Project Finish Date	26/06/2025

Plan to Green

- Test capacity on the project has been increased significantly to cover testing of new releases and perform regression testing without causing delays.
- “Laser focus” by NEC on defect remediation to deliver a production ready MVP in February 2025 (delayed from December 2024).
- Fortnightly Exec meetings between the CEO of MBIE and the lead vendor, with increased focus on support SOW.
- Articulating security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Overall Commentary

- A revised schedule, with go-live and project closure in the first half of 2025 has been approved by the Delivery Governance Board (DGB).
- Confirmation of a go-live date will not be made until there is certainty about the production candidate solution.
- The go-live date is also affected by unresolved security issues. High-profile risks include commercial negotiations with key vendors posing challenges and affecting planning for go-live.

Progress since last report

- Released build 1.0.33 on 13/02/2025.
- Good progress on MSA with lead vendor
- Gaining traction on Support contracts with NEC and Datacom.

Upcoming activities

- Release build 1.0.34 on 27/02/2025.
- Progress Support contracts with NEC and Datacom.
- Start data migration in production.

Highlights

Progress made on the NEC Master Services Agreement, with involvement at Executive Level proving valuable.
Gaining traction on the Support SOWs for NEC and Datacom.

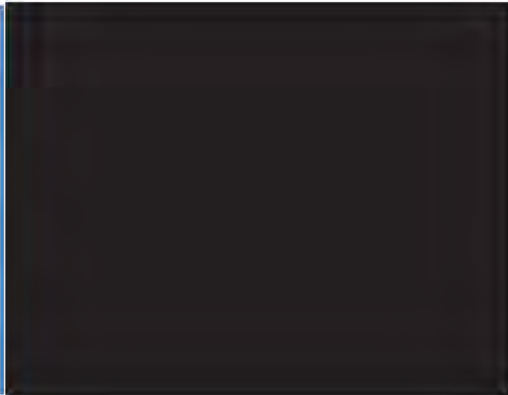
Lowlights

Commercial negotiations with key vendors are posing challenges with risk for go-live.
Delays to delivery of the MVP are posing a risk to GoLive.

RAG



Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
NEC	Master ICT Agreement between MBIE and NEC New Zealand Limited

Vendor Performance RAG



RAG Commentary

Benefit comments	 Benefits were reviewed in December 2024 and are on track.
Budget comments	 Budget is at risk. Delivering the technical scope is taking longer than planned is driving up cost. Cyber security issues and the Controls Validation Audit (CVA) are also adding extra cost, whilst uncertainty over the ongoing operational expenses makes it difficult to provide Project Whole of Life Cost (WoLC) estimates.
Issue comments	 Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.
Resource comments	 Project is fully resourced
Risk comments	 Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) Delays with the production release candidate MVP is a risk to the go-live date, ^{§ 9(2)(b)(ii)} ^{§ 6(c)} 3) Operational Readiness and technical support for transition to production BAU are delayed by other priorities, 4) Several devices will need to be updated to Windows 11 as a requirement of IBW; this will happen ahead of the rest of MBIE, which adds risk.
Schedule comments	 The production ready MVP solution has been postponed from December 2024 to February 2025. Focus on the production ready MVP is causing delays for other areas of work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope comments	 A large number of defects and security issues have been deferred until after go-live. These defects are required for a sustainable product and a remediation plan still needs to be put in place for soon after go-live. Pressure remains to fix only critical defects, and this erodes scope/system functionality. Progress is being made with planning of a follow up release for deferred defects.

Escalated Risks

Risk ID	
36	
Risk Description	Operational Support
Risk Owner	§ 9(2)(a)
Inherent Risk Level	Medium
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	1. Ensuring support agreements with NEC provide assurance of locally available technical resource. 2. Ensure that support agreement SLAs are acceptable to the INZ business owners. 3. Visibility of ongoing investment in local technical resource by NEC.
56	
Risk Description	Commercial negotiations between MBIE and NEC
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	Escalate delays to MBIE and NEC Steering committee members. If agreement cannot be achieved at this level, then further escalation in both organisations should be actioned
70	
Risk Description	Severity and volume of defects
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	Accept vendor process changes to improve defect resolution. Monitor vendor defect resolution against targets and implement an escalation process. Escalate in project governance. Plan for regular business reviews and workaround development.
Risk Treatments	Work with key vendors to drive the number of bugs down (or mitigate), increase the defects fixed in the available time with additional resourcing. Focusing on critical, high and selected medium defects that materially impact the business outcomes.
82	
Risk Description	Override Rules may not be fit for purpose for GoLive
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	The removal of bad data has started, following a detailed analysis of what needed to be removed. MBIE Principal Data Scientist is developing a list of good identity data to be inouted into UAT by DXC.
Risk Treatments	DXC will remove bad data and input new data as quickly as possible. MBIE Pricipal Data Scientist has been freed up to fully focus on th work over the next couple of months.

Escalated Issues

Issue ID	
30	
Issue Title	Defects not fixed in a timely manner delays production ready MVP
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	29/01/2025
Issue Treatment	This has been escalated and is a key focus area at weekly meetings between MBIE / NEC executives. Release planning of defect remediation is closely monitored to align with project planning.
31	
Issue Title	Security Vulnerabilities not addressed prior to Go Live
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	27/06/2024
Issue Treatment	Project Steering Group to follow up with Lead Vendor and to be added to the agenda of the weekly exec Meeting with the CE and MD of NEC. Prioritisation of Must Have Security defects and sequencing of implementation is being communicated to the lead vendor. A security memo explaining the expected risk profile of BCU is being prepared for the DCE of Immigration to test the feasibility of risk acceptance for go-live.
32	
Issue Title	Security Information and Event Management (SIEM)
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	28/11/2024
Issue Treatment	A decision has been reached for BCU to use § 6(c) which is already available. This does not allow 1) application-iever monitoring and it does not seem to include 2) monitoring of database access. It is expected that monitoring of 1 and 2 above will be added after BCU is live, in the second half of the 2025 calendar year but it is not clear if that is included in scope of the MBIE project or need to be funded separately.

Project Status Report

As of 19/02/2025

Project Code

3586

▼Project Name

In Person Enrolment

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	82%
Overall RAG Status	
Number of Active Risks	
Number of Active Issues	

Project Phase

Project Phase	Build/Test
Project Start Date	11/02/2020
Project Finish Date	30/01/2026

Overall Commentary

- A revised schedule, with go-live and project closure in the first half of 2025 has been approved by the Delivery Governance Board (DGB).
- Confirmation of a go-live date will not be made until there is certainty about the production candidate solution.
- The go-live date is also affected by unresolved issues such as unmitigated security risk.

Project Summary

In Person enrolment is used by a variety of users across the business including those from CRIS, Border, Refugee and Compliance.It is used to capture "identities", Face, Finger Print and Biographic, for recording and matching purposes in the INZ Systems.

Plan to Green

▲
Test capacity on the project has been increased significantly to cover testing of new releases and perform regression testing without causing delays.
“Laser focus” by NEC on defect remediation to deliver a production ready MVP by February 2025 (delayed from December 2024).
Fortnightly Exec meetings between the CEO of MBIE and the lead vendor, with increased focus on support SOW. Articulating security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Highlights

▼
Purchasing of hardware for the IPE travel kits is completed and under budget.

Lowlights

A production ready MVP was not achieved by December 2024 as planned. The deferred date is now 27 February.
Commercial negotiations with the lead vendor are posing significant challenges with increasing risk for go-live.

Progress since last report

- Build 1.0.33 was delivered to MBIE on 13/02/2025.
- Good progress on MSA with lead vendor
- Gaining traction on Support contracts with NEC and Datacom

Upcoming activities

- Release build 1.0.34 on 27/02/2025.
- Continue commercial negotiations with NEC and Datacom in regard to support.

RAG



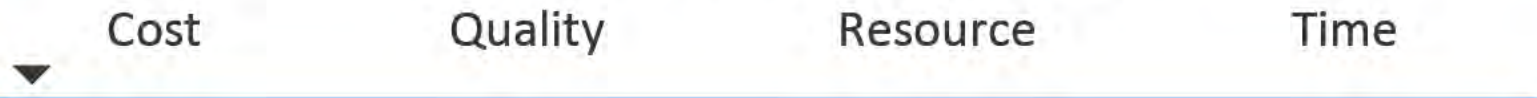
Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
-------------	------------------

Vendor Performance RAG



RAG Commentary

Benefit	
comments	On track
Budget	
comments	Delivering the technical scope is taking longer than planned, and driving costs up. Cyber security issues and the Controls Validation Audit (CVA) are also a contributing factor to the increase in costs, whilst uncertainty over the ongoing operational expenses makes it hard to provide Project Whole of Life Cost (WoLC) estimates.
Issue	
comments	Issues are being monitored and escalated where required. A key issue is the number of Severity 2 BCU defects remaining which need to be fixed to have a production release candidate. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.
Resource	
comments	Project is fully resourced. Some contracts need to be extended to keep the core team intact. Contract extensions are progressing well.
Risk	
comments	Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) missing the December 2024 milestone date for a production release candidate, which is a risk to the go-live date, s 6(c) 3) Operational Readiness and technical support for transition to production BAU are delayed by other priorities.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to February 2025 - and may be further delayed to mid-March 2025. Focus on the production ready MVP is causing delays for other work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope	
comments	On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID

Biometric Capability Update

MBIE Executive Steering Group – Update as at 19 February 2025

In Confidence



MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

Defect Management – NEC (Severity 2, Priority 3 and above) Defects as of 19 February 2025

- On 13 February, Release 1.0.33 was received with 17 defect remediations delivered. 2 additional fixes were delivered as a hot fix on 18 February. NEC have a total of **29** 'Must Have' defects remaining, noting there are also 7 'blocked' defects.
- Release 1.0.34 schedule to be received on 27 February has 25 defect remediations, leaving 3 defects remaining.
- MBIE agreed to receive the fully remediated capping and override functionality as part of the 13 February release and test in parallel with NEC. MBIE acknowledged the risk of detecting additional defects but considered the benefit of early defect identification, and associated hotfix remediation, crucial at this stage of delivery to allow MBIE commence validation of Business Override rules. Due to the complexity of the changes, the remediation of the capping and override functionality had to be split into Release 1.0.34 (see below).
- NEC is progressing the required Proof of Concept development to enable MBIE confirm the parameter/selection changes that are required for the MVP for Go-Live. These changes will be sized and progressed as a matter of urgency.

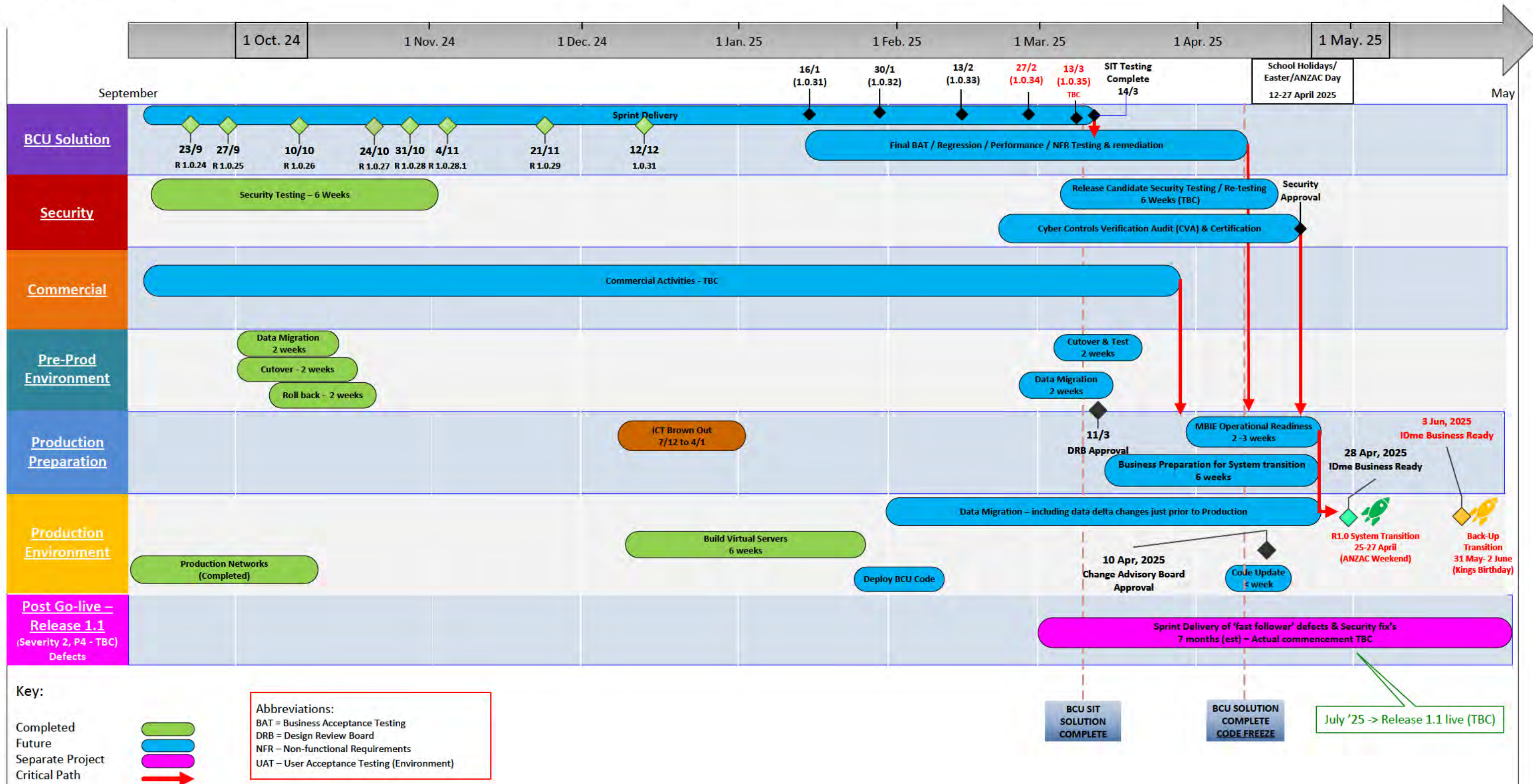
Month	May	June			July				August				September				October			November		December		January-25		February-25		March 25					
Date	20/05	7/06	13/06	20/06	4/07	12/07	19/07	25/07	1/08	8/08	15/08	22/08	29/08	5/09	12/09	19/09	26/09	10/10	24/10	31/10	4/11	22/11	Reserv es/12	12/12	16/1	30/1	13/2	18/2	27/2	13/3	27/3		
Release #	1.0.17	1.0.18	1.0.18.	1.0.19	1.0.20	1.0.20.	1.0.21	1.0.21.	1.0.22	1.0.22.	1.0.23	1.0.22.	1.0.23	1.0.23.	1.0.24	1.0.24.	1.0.25	1.0.26	1.0.27	1.0.28	1.0.28.1	1.0.29	1.0.30	1.0.30	1.0.31	1.0.32	1.0.33	1.0.33.1	1.0.34	1.0.35	1.0.36		
Severity 1-2 fixes in release cycle	3	16	2	7	13	2	15	3	18	7	(combined with 29/08)	9	36	0	18		6	7	7	4	2	21		20	13	11	17	2	25	3			
Remaining Sev 1 - 2 defects	56	54	52	55	65	74	78	77	62	47		50	51	55	43		39	36	30	26	29	21		32	34	38	31*	29	3	0			
*Note: for the 13 February release, there are 0 security defect fixes and 8 defects in a blocked state which are discounted at this stage.																																	
+ New Defects raised (15% failure rate approximately)																																	
Remaining Severity 2 defects with conservative indication of new defects raised.																																	
Note: Defects assigned to NEC Include open defects severity 1-2 with a priority 1, 2 or 3. Severity 2 priority 4 defects will be exception managed by the business and need to be resolved post go live of the first production release. Security defects are excluded.																																	

Overall status is **Red**

	Activity	RAG	Timeline to complete	Narrative	Responsibility
1	Master Services Agreement	Red	➤ 23 Jan – MBIE and NEC legal teams meet. ➤ 31 Jan – All issues agreed (major and minor) ➤ 14 Feb – MSA drafting complete and agreed ➤ 21 Feb – MSA complete - ready for Approval sent to NEC for signature ➤ 25 Feb – MSA signed by NEC and returned to MBIE ➤ 26 Feb – MSA with MBIE CE for signature ➤ 28 Feb – MSA approved by both parties <i>* timeframes will be revised following the results of the exec workshop held on 18 Feb MSA.</i>	MBIE and NEC executives met on 18 February to progress the MSA. Status: MBIE and NEC undertook a page turn with both parties legal counsel to confirm final positions. MBIE to return a marked up version by Monday 24 February to NEC.	NEC: s 9(2)(a) MBIE: Michael
2	End User Licence Agreement – BCU	Yellow	➤ Wk/c 27 Jan – MBIE and NEC to meet to discuss IP indemnities and liabilities and to address the comfort letter ➤ 7 Feb – NEC to provide updated comfort letter (if required)	Email sent to NEC from Michael Alp on 28 November regarding the separate out the IP, indemnities, and liabilities. Email included a proposed path forward. Status: MBIE arranging meeting between Michael s 9(2)(a) to discuss.	s 9(2)(a)
3	End User Licence Agreement – IPE	Red	➤ 7 Feb – NEC to provide MBIE EULA ➤ 14 Feb – MBIE to advise NEC if comfort letter is required to address similar concerns (if any) raised ➤ 21 Feb – NEC to provide comfort letter	NEC advised MSA is the priority and MBIE will receive a copy of the EULA in the new year. Status: NEC to provide copy of the IPE EULA.	
4	IPE (Support) SoW	Yellow	➤ 20 Feb – MBIE to use agreed security requirements from BCU Support SoW to add into IPE SoW. ➤ 21 Feb – SoW complete with Security additions - ready for Approval sent to NEC for signature ➤ 25 Feb – SoW signed by NEC and returned to MBIE ➤ 26 Feb – SoW with MBIE CE for signature ➤ 28 Feb – SoW approved by both parties	NEC advised they would park the signing of the IPE SoW until the MSA and BCU Support SoW are ready. Agreement reached that Security requirements can now be included in the current variation on the IPE SoW rather than a separate variation. Status: Due to NEC's preference to park the signing of the IPE SoW until the MSA and BCU Support SoW are ready, MBIE revising the IPE SoW to include the Security requirements. MBIE to provide a fully consolidated version based on the current agreed clean version with updates for security components – Date to be confirmed.	
5	BCU Support SoW	Red	➤ 28 Jan – Michael s 9(2)(a) meet to discuss meeting on 30th January. ➤ 30 Jan – MBIE and NEC discuss BCU Support SoW. ➤ 28 Feb – MBIE to provide NEC with an updated version of Support SoW ➤ 7 Mar – MBIE and NEC discuss outstanding issues ➤ 14 Mar – SoW complete - ready for Approval sent to NEC for signature ➤ 20 Mar – SoW signed by NEC and returned to MBIE ➤ 28 Mar – SoW with MBIE CE for signature ➤ 31 Mar – SoW approved by both parties <i>* timeframes will be revised following the results of the exec workshop held on 18 Feb MSA.</i>	Security meeting held on 11 February to discuss security requirements. Security requirements sent to NEC on 14 February to review. Status: Unfortunately, due to the availability of key personnel being prioritised to work on the MSA, the BCU Support SoW is now expected to return to NEC in the week commencing 24 February. MBIE to provide next turn which will include revised annexures and the security requirements.	
6	Project Services Variation	Yellow	➤ 24 Jan – MBIE issues variation agreement ➤ 7 Feb – NEC provide feedback ➤ 28 Feb – Agreement of variation reached ➤ 14 Mar – Variation agreed.	Variation to cover project services from October 24 to Mar 25. Status: MBIE awaiting feedback from NEC. NEC have requested to remove this item from the status table. MBIE Disagrees and has retained for visibility..	
7	Transition Services SoW	Green	➤ 14 Feb – MBIE to provide NEC with draft Transition Services SoW <i>* timeframes will be revised following the results of the exec workshop held on 18 Feb MSA.</i>	During the BCU workshop it was agreed by both parties to remove the transition clause from the BCU Support SoW and instead develop a separate SoW which addresses transition services. This will be developed once BCU Support SoW has progressed further. Status: MBIE to draft Transitions Services SoW.	

BCU Solution Major Activities	Start	Complete	RAG	Notes
Solution Delivery (SIT), Remediation and Testing	Ongoing	14 Mar 25		TBC – 'must have' defects continue to be raised
Post SIT Testing (Regression/BAT/NFR) & Remediation	18 Nov 24	4 Apr 25		UAT/BAT/Performance/Non-Functional/regression (dependant on a candidate solution being almost complete)
Security				
Security testing (2nd phase)	2 Sep 24	1 Nov 24	✓	Complete - additional defects identified
Release candidate regression testing, remediation and certification	3 Mar 25	19 Apr 25		TBC – based on prioritisation and delivery of remediated defects.
Pre-Production				
Tranche 1 - (Prod 'Dress Rehearsal') Data migration, Cutover & Roll back	1 Oct 24	29 Oct 24	✓	Complete - lessons/timings confirmed.
Tranche 2 - (Implement production version) Data Migration & Cut-over	10 Mar 25	28 Mar 25		Exact dates TBC
Production				
Tranche 1 - Data Migration	28 Jan 25	14 Mar 25		NEC code deploy expected from 28 Jan 2025.
Tranche 2 - Data Migration - (delta from Tranche 1)	17 Mar 25	21 Apr 25		
Go-Live Transition	25 Apr 25	27 Apr 25		1 st Business day for usage: Monday 28 th April 2025. Backup date 31 May-June 25 May (TBC)
Commercials	Ongoing	28 Feb 25		TBC – Refer to Commercial update slide
MBIE User Training	24 Mar 25	18 Apr 25		TBC (Just in time training)
Post go live Project (R1.1 - Sev 2 P4's)	Apr 25	TBC		Dependant on a candidate solution being available to enable commencement of R1.1

Biometric Capability Update Solution - DRAFT





Date & Time	Tuesday 11 th March 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 11 MAR 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) s 9(2)(a) [Redacted] s 9(2)(a)
Apologies	s 9(2)(a)

1. Minutes of previous meeting

- Introduction to s 9(2)(a)
- Previous minutes for the Steering Group meeting on 25 February 2025 were accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - Overall RAG Status is Amber; this is due to the issues relating to the workflow for capping and override changes.
 - Requirements for these changes have now been confirmed, however a further release / sprint is now required, extending the MVP date to 27 March.
 - A query was raised as to whether the MVP date could be brought forward to 20 March; s 9(2)(a) advised that he would look into this, and provide MBIE with further detail. **Action**
 - Biometric data migration is progressing, with the majority of loading and extraction completed.
 - Pre-production environment reactivation planning is in progress; however, this will depend on resource availability.
 - 18 items are included in this Thursday's (13/03) release, which is still on track for delivery.
 - Non-functional requirement and perf testing is continuing
 - The change request for security changes has been provided to MBIE, and NEC are waiting on direction and approval for those items; MBIE will consider these internally and respond to NEC in the next two weeks.
 - Issue I427 in NEC's status report highlights a problem around the support handover process with Datacom, and there is some concern around the use of resources for this who are working on the MVP.
 - s 9(2)(a) noted that knowledge transfer needs attention from NEC resources
 - s 9(2)(a) will meet with s 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing, and will provide an update at the next Steering Group meeting. **Action**
 - It was noted that MBIE has achieved some very good work on the BCU Support SoW, as it has been easy for NEC to work through and highlight changes.
 - A query was raised around when MBIE will receive feedback on the BCU Support sow; it will be reviewed at an internal session on Thursday (13/03) morning, and MBIE should receive NEC's latest review by the end of this week (14/03) or early next week (week commencing 17/03)
- Other business
 - No other business
- NEC Left the meeting at **11.18AM**

3. MBIE Update: s 9(2)(a)

- Status Reports
 - Taken as read.
 - MBIE's main focus is on MVP and the commercials.

- o The next Executive meeting is on Thursday 20th March, with progress of previous releases and commercial negotiations being the top items on the agenda.
- o BCU and IPE GoLive is now likely to be late June; this is dependent on having a working solution.
- o Richard is open to not having GoLive over a holiday long-weekend.
- Risks and Issues
 - o Not discussed.

4. MBIE & NEC Executive Report – s 9(2)(a)

- Takes as read

5. Other Business

- No other business

6. Summary of Action Points

- ACTION: s 9(2)(a) will look into whether the release on 27 March could be brought forward to 20 March, and provide MBIE with further detail.
- ACTION: s 9(2)(a) will meet with s 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing; s 9(2)(a) will provide an update at the next Steering Group meeting.

The meeting finished at 11:47 AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#447	11/03/2025	s 9(2)(a) will look into whether the release on 27 March could be brought forward to 20 March and provide MBIE with further detail.	s 9(2)(a)		11/03: Opened	25/03/2025

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#448	11/03/2025	s 9(2)(a) will meet with s 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing; s 9(2)(a) will provide an update at the next Steering Group meeting.	s 9(2)(a)		11/03: Opened	25/03/2025
AP#445	11/02/2025	s 9(2)(a) will provide a proposal of an enhanced testing regime at the next Steering Group meeting. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)		11/03: s 9(2)(a) will provide an update at the next SC on the proposed approach 25/02: s 9(2)(a) is working on a proposal and will provide this to s 9(2)(a) by Friday 28 February. 11/02: Opened	25/03/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		11/03: This action to be kept open until we have a clear path to a working solution 25/02: This action to be kept open until we have a clear path to a working solution 11/02: Formal notification of the GoLive date is more likely to be mid-March, contingent on the success of the software release on 27 th February. 28/01: Opened	25/03/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#439	14/01/2025	s 9(2)(a) to facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)		11/03: MBIE have received a draft ELS agreement and will provide feedback to Datacom. The Support SOW will follow after Handover to BAU SOW, which is the next high priority. 25/02: No update at this time 28/01: Negotiations are under way, with a first draft likely to be available early March. 14/01/2025: Opened	25/03/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.	s 9(2)(a)		11/03: Action to remain open until there is clarity around defect remediation for override and capping rules. 25/02: Update from s 9(2)(a) 1. MBIE hasn't provided full Override Rule requirements 2. NEC has answered some but not quite all questions 1. NEC is prioritising defects at MBIE's request including the Resequencing of Override rules and Capping due on 6 March 3. MBIE does need workflow to be working to allow analysis of probe results using override rules to determine effectiveness 11/02: Meetings were held between MBIE and NEC to review which rules need to be changed. s 9(2)(a) has compiled the information, but has questions that require answers from NEC before a final list of rules requiring change can be provided, so this is currently sitting with NEC. Discussion was held; Richard suggested to take this conversation offline, and raised a new action for himself to catch up with s 9(2)(a) and other relevant individuals to clarify the override and capping rules activities. (See AP#444) Action to remain open for further updating. 28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	25/03/2025

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#446	11/02/2025	Richard s 9(2)(a) to explore options for an event to acknowledge the project team's work to date. <i>Redacted Action – MBIE Only</i>	Richard/George	11/03: A late morning tea/early lunch is planned for Thursday 3 rd April at the next Project Town Hall meeting; both Richard Owen and Richard Griffith will be in attendance. Action Closed 25/02: In Progress 11/02: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) <i>Note this decision has been reversed. Decommissioning will remain in scope for CR03.</i>	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 11 March 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L16.02**

MEMBERS ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ (Chair)
s 9(2)(a)

ATTENDEES

NEC

APOLOGIES ➤

#	Description	Time	Presenter
1	Welcome, apologies and minutes / actions – included in pack	11.30AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.35AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Commercial Update (internal) s 9(2)(a) • Risks & Issues	11.50AM	
4	MBIE & NEC Executive Report for discussion – (included)	12.05PM	
5	Other Business	12.15PM	
6	Summary of Action Points (Time permitted)		

UPCOMING MEETINGS

Date	Time
Tuesday, 11 March 2025	11.00AM – 12.00 PM
Tuesday, 25 March 2025	11.00AM – 12.00 PM
Tuesday, 08 April 2025	11.00AM – 12.00 PM
Tuesday, 22 April 2025	11.00AM – 12.00 PM
Tuesday, 06 May 2025	11.00AM – 12.00 PM
Tuesday 20 May 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 25 th February 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 25 FEB 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), S 9(2)(a) [Redacted] [Redacted]
Apologies	Michael Alp, S 9(2)(a)

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 11 February 2025 were accepted and actions updated.

2. NEC Update S 9(2)(a)

- Status Report
 - o Overall RAG Status remains as Amber until an official GoLive date is confirmed.
 - o Partially complete change request for parameter changes; these changes are not included in the planning for releases for this coming fortnight
 - o Biographic data migration is complete.
 - o Biometric data loading is delayed, as NEC are waiting on MBIE to complete the correction of bad data.
 - o The release scheduled for delivery on Thursday 27 March will contain approximately 12 defect fixes; four of these are at-risk infrastructure related items, so this number could be reduced to eight.
 - o An interim release will be delivered next week (week commencing 03 March) with a further 5 defect fixes scheduled for delivery, and the final MVP release on 13 March has 10 items, although three of these are at-risk infrastructure items.
 - o The at-risk items are infrastructure related and will not impact regression testing.
 - o NFR and performance testing is progressing.
 - o The timeline for the commercials to be completed at the end of February is unlikely to be achieved.
- Other business
 - o S 9(2)(a) provided a brief update on an executive MBIE/NEC meeting that was held earlier this morning.
 - o Carolyn has communicated MBIE's concern that the quality and resolution rate of defects needs to increase.
 - o Another meeting with the same attendees will be scheduled for next week for a progress check on this Thursday's (27th) release has performed.
 - o S 9(2)(a) noted that the working relationship between MBIE and the NEC NZ team is positive.
 - o S 9(2)(a) queried and S 9(2)(a) confirmed that the final release for MVP is scheduled for Thursday 13 March.
- NEC Left the meeting at **11.13AM**

3. MBIE Update: Richard Owen

- Commercial Update S 9(2)(a)
 - o MBIE Confidential
- MBIE Update
 - o Richard advised that no further discussion is required and ended the meeting

4. Summary of Action Points

- No new action points

The meeting finished at 11:17 AM



5. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

6. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open Actions	

7. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		24/02: This action to be kept open until we have a clear path to a working solution 11/02: Formal notification of the GoLive date is more likely to be mid-March, contingent on the success of the software release on 27 th February. 28/01: Opened	25/03/2025
AP#411	09/07/2024	s 9(2)(a) review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			24/02: Update from s 9(2)(a) 1. MBIE hasn't provided full Override Rule requirements 2. NEC has answered some but not quite all questions 1. NEC is prioritising defects at MBIE's request including the Resequencing of Override rules and Capping due on 6 March 3. MBIE does need workflow to be working to allow analysis of probe results using override rules to determine effectiveness 11/02: Meetings were held between MBIE and NEC to review which rules need to be changed. s 9(2)(a) has compiled the information, but has questions that require answers from NEC before a final list of rules requiring change can be provided, so this is currently sitting with NEC.	25/02/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					Discussion was held; Richard suggested to take this conversation offline, and raised a new action for himself to catch up with s 9(2)(a) and other relevant individuals to clarify the override and capping rules activities. (See AP#444) Action to remain open for further updating. 28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	

8. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#444	11/02/2025	Richard will catch up with s 9(2)(a) and other relevant individuals to make sure that the activities needed to clarify that override and capping rules are on track.	Richard	24/02: Done - Closed 11/02: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register.docx

9. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441

D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	

Overall RAG Status	BCU & IPE	Mitigation/Path to Green
Commentary	The remaining issues with the AMF workflow are due to be delivered this week via an interim delivery 1.0.34.1 – This includes a change request for capping parameters, and has enabled the required analysis on the overrides data for MBIE to confirm the remaining changes required for overrides/selection to be confirmed and assessed. The objective/goal will be to include the remaining change in the final MVP delivery on 13th March, however this will depend on the work required, based on the confirmed business requirements. While the Production Biographic data migration has completed, other dependencies for getting the Biometric migration underway include MBIE Change approvals for the latest version that includes a required migration fix, as well as MBIE validation of the datacom data fixes that have been applied – this migration activity is at risk of becoming a critical path activity. Progress on UAT Non-Functional & performance testing has resulted in some issues that require fixes within the UAT environment – fixes for these are being investigated with NECAM. The support handover process with the Datacom team is resulting in a perceived bottleneck with an NEC resource, and in addition to resulting in this activity stalling, there appears to be an expectation that NEC will be providing tools/processes to make changes to the data in different support scenarios. Issue I427 has been updated to reflect that further work is required to ensure that Datacom Level 2 Support will have the required level of capability/training. Change requests for the “Must” priority security items that are not already in flight have been assessed and provided to MBIE for approval/direction – this is expected to be discussed at the Steering Group level.	Status remains amber following the changes required to correct the workflow processing order (override vs Capping rules). Likely override parameter changes & UAT/Production potential data changes also have potential to impact on schedule.

RAG Status of key Measures		
Scope	A	Potentially a significant impact on scope based on the completed MBIE security testing results from UAT, however MBIE have indicated they will progress exemptions to allow go-live approval (CRs provided for all high priority items not already in-flight). A request to progress a datafix in UAT that could potentially apply to production at a later date is likely representing an increase in scope, as is the additional override parameter rules that are required for the MVP product.
Budget	G	A further change to the Go-Live date will require a CR to assess/confirm cost impacts. Any additional effort required will be progressed via change control process. MBIE indicating CR will be confirmed mid March.
Schedule	A	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed that earliest date possible is End April, with possibility that May or June may be required.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Resourcing bottleneck identified as the pre-prod activities will require support from already committed NEC & MBIE resources. NEC internal planning for resourcing post go-live support progressing and will align with support agreements.
Commercial	A	IPE SOW Variance for Hardware Removal ready for execution, MBIE to provide next version with Security variation (draft requirements for security have been provided). BCU Support SOW under NEC review following delivery by MBIE. Updated MSA provided to MBIE for review & response (nears completion). IPE EULA to be provided to MBIE. MBIE progressing Support Transition SOW
Relationship	G	Relationship at both senior and working group levels very positive/productive – continued communication at senior level to maintain a positive approach.

Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24	02-Dec-24	0	0	Test case execution (retesting) and defect raising continues
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24	14-Apr-25	68		NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	A	07-Feb-25	16-Apr-25	47		Cutover/rollback activities completed. Full cutover to occur closer to Go-Live – date continues to move.
Pre-Production Complete	A	07-Mar-25	05-May-25	37		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	A	8-Apr-25	12-May-25	21	5	MBIE go/no-go decision has pushed go-live out, the contingency period reducing as the MVP is delayed, and appears the 'contingency' is actually leadtime required for MBIE approvals and production readiness activities required ahead of the go-live date. Kings Birthday weekend now more likely/possible.

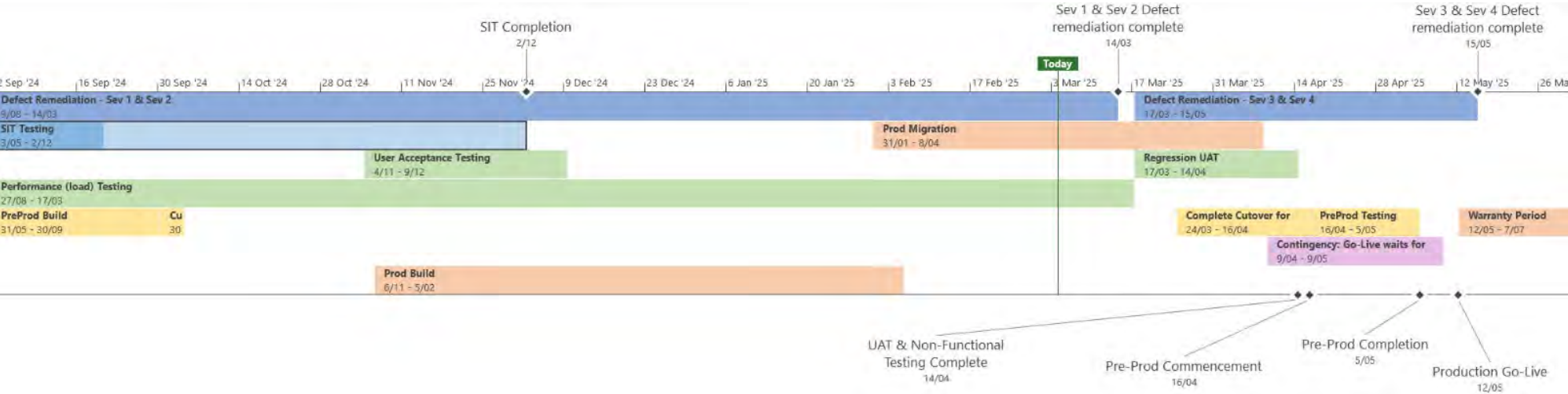
High Rated Issues				
#	Description	Impacts / Next Steps	RAG	
I427	MBIE, as the System Integrator is ultimately responsible for the level 2 support, both during the project and post go-live. The most important aspect of this L2 support is the initial triage which involves extracting the logs, looking at them to determine who then needs to be involved - Infrastructure, Network, Application, Security etc. depending on the error, then coordinating across all of the required teams to enable/determine a path to resolution. An issue was recently raised that highlighted the need to have this level 2 support resource on the project. MBIE agreed that this is a key requirement and acknowledged that to date resources from NEC had been heavily involved in this aspect of the project, so arranged for Datacom to become involved to pick up this role, and to learn from the NEC resources, where to find the logs and how to go about triaging the various different scenarios. MBIE have now advised that Datacom have learned sufficient about what they will need to do in production, so are removing the resources from the project, leaving a gap that needs to be filled. If NEC are to maintain a laser-like focus on the remediation of defects, that is where they should be using their resources, rather than coordinating level 2 support across all solution components.	1) Escalate to Project Steering Committee to assist with resolution (done) 2) Acknowledge potential impacts to defect remediation if the L2 support is no longer available, or if the NEC resources are required to fill the gap again. (done) 3) MBIE work with Datacom to ensure the required level 2 support is provided for the project, and production scenarios understood (In Progress)	A	

High Rated Risks				
#	Description	Mitigation/Treatment Plan		RAG
R420	Multiple "Must" priority application security improvements required in OOTB solution. MBIE Security have released preliminary findings of a comprehensive cyber investigation carried out by Carapace who have been provided with full access within the solution environment. The findings have identified multiple opportunities for improvements in the application security that will be investigated and assessed based on the priorities provided by MBIE. The risk assessment (not provided) and the subsequent "Must" priority of many of the items presents a significant risk for the desired go-live date of April 2025.	1. NECNZ work with NECAM to size the "Must" recommendations (<i>done</i>) 2. NEC discuss/agree compensating controls that will be acceptable to enable current planned go-live (<i>priority confirmed</i>) 3. Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction (sizing in progress)		A
R430	Override vs Capping rules workflow order of processing As a result of late testing of capping rules identifying that the capping rules are being applied in the workflow prior to application of business/demographic override rules, there is a possibility that changes may be required to the workflow processing order which may lead to a large amount of retesting and modifications to existing data.	1. Analyse and document expected business impacts of not making the workflow order change 2. Confirm expectation of timing required for making workflow order change 3. Confirm expected impacts for additional testing required.		G

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
108	Monitoring & Alerting NEC Consultation	No	s 9(2)(b)(ii)	Approved & in progress
136	IDME-07(REC19) - EAG Unauthenticated API Endpoints	TBC		Awaiting MBIE approval/direction
137	IDME-05 - Batch Job Command Execution	TBC		Awaiting MBIE approval/direction
139	INF-04/INF-08 - Insecure Storage of Credentials & Sensitive Command Line Arguments	TBC		Awaiting MBIE approval/direction
140	INF-11 - Lack of Authentication	TBC		Awaiting MBIE approval/direction
142	LMS-10 - Clear Text Protocols - Implement Workstation TPM	TBC		Awaiting MBIE approval/direction
145	Modified requirement for processing when Biometrics unavailable	TBC		Awaiting confirmation from MBIE

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
146	Creation of a new role(s) in CLMS MariaDB	TBC	s 9(2)(b)(ii)	
147	Face Search Flow Search Result Parameter Changes (Capping)	TBC		
148	Face & Biographics Search Flow Search Result Parameter Changes (Overrides)	TBC		

High-level Schedule/Timeline



Release Road Map for MBIE

	MBIE - BCU and IPE Defects :SIT Release 1.0.34.1 biographic workflow sequence changes	06/Mar/25
	MBIE - BCU and IPE Defects :SIT Release 1.0.35 MVP	13/Mar/25
	MBIE - BCU and IPE Defects :SIT Release 1.0.35 MVP IPE	26/Mar/25

Release 1.0.34 – Released 27th Feb (24)

- SIT must have defects

Release 1.0.35 – To be Released 13th March (23)

- Last of SIT Must have defects (18)
 - Reveal Timeout
 - Reveal Slowness
- IPE CR146

Release 1.0.34.1 – To be Released 06th March (10)

- SIT Must have defects (6)
- Override sequence – Biographic changes
 - Override sequence - Face defects

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

Fixed for Go Live

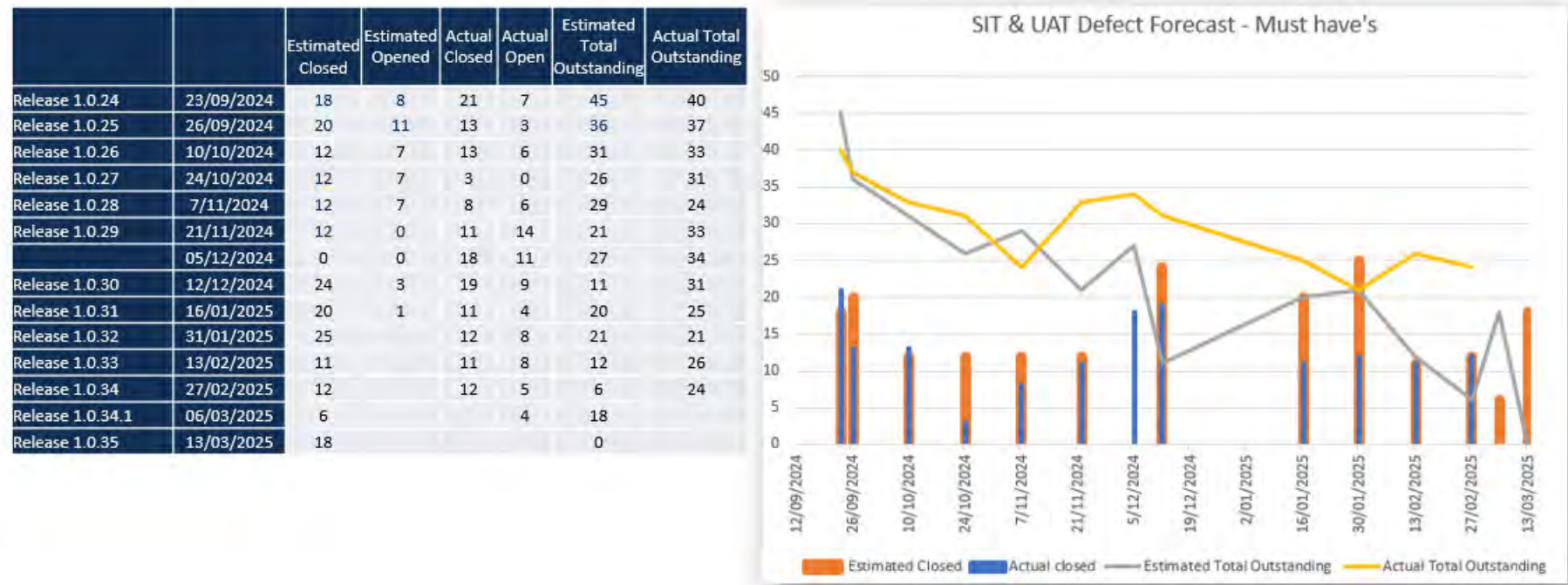
Status	Sev 2 - Major	T:
TO DO	2	2
BLOCKED	1	1
IN REVIEW - NECAM	1	1
IN PROGRESS - NZ	4	4
READY FOR TESTING N...	3	3
READY FOR DEPLOYM...	3	3
IN PROGRESS - NECAM	7	7
IN REVIEW - NZ	1	1
AWAITING MBIE	2	2
Total Unique Issues:	24	24

This is the number of SIT defects to be fixed before go live

Defects : 24
With NECAM : 8
With MBIE: 2

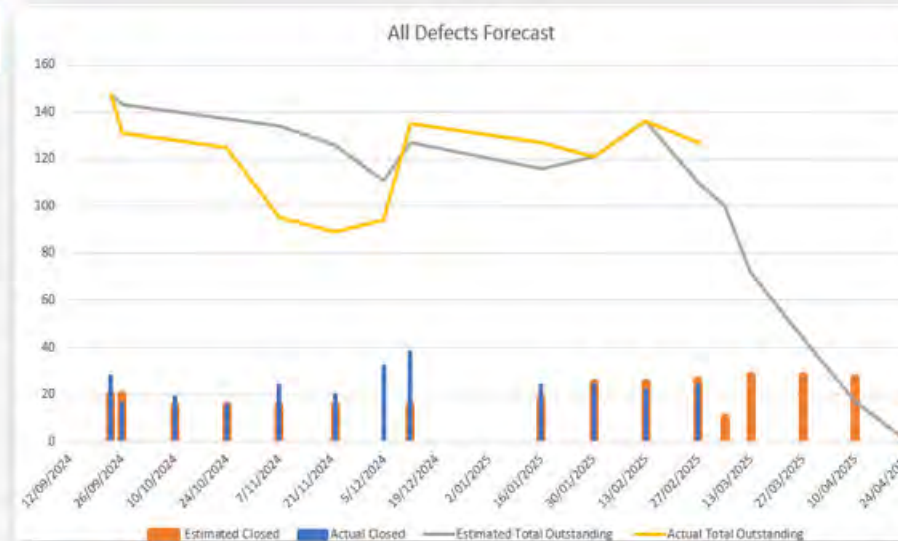
Overall, 2 down from last report

SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live



SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	20	13	28	9	147	131
Release 1.0.25	26/09/2024	20	16	16	4	143	128
Release 1.0.26	10/10/2024	15	12	19	10	140	125
Release 1.0.27	24/10/2024	15	12	15	2	137	95
Release 1.0.28	7/11/2024	15	12	24	15	134	89
Release 1.0.29	21/11/2024	15		20	14	126	94
	5/12/2024			32	23		135*
Release 1.0.30	12/12/2024	15	5	38	14	127	127*
Release 1.0.31	16/01/2025	18		24	12	116	116
Release 1.0.32	30/01/2025	25		24	24	121	121
Release 1.0.33	13/02/2025	25		22	15	136	136
Release 1.0.34	27/02/2025	26		24	11	110	127
Release 1.0.34.1	06/03/2025	10			5	100	
Release 1.0.35	13/03/2025	28				72	
Release 1.0.36	27/03/2025	28				44	
Release 1.0.37	10/04/2025	27				17	
Release 1.0.38	24/04/2025	17				0	



Project Status Report

As of 04/03/2025

Project Code

3644

Project Name

Biometric Capability Update

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	69%
Overall RAG Status	
Number of Active Risks	7
Number of Active Issues	3

Project Summary

A project to significantly upgrade the biometrics matching software that is the source of identify information for all non-New Zealanders. Out-dated, complex and inflexible software will be updated so that it is fit for purpose, secure and reduces ongoing

Project Phase

Project Phase	Build/Test
Project Start Date	19/03/2020
Project Finish Date	26/06/2025

Plan to Green

- MBIE Executive focus remains high to resolve commercial issues and defect resolution progress.
- “Laser focus” by NEC on defect remediation to deliver a production ready MVP in March 2025 (delayed from December 2024).
- Fortnightly Exec meetings between the CEO of MBIE and the lead vendor, with increased focus on support SOW.
- Articulating security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Overall Commentary

- A revised schedule, with go-live in the first half of 2025 has been approved by the Delivery Governance Board (DGB).
- Confirmation of a go-live date will not be made until there is certainty about the production candidate solution.
- The go-live date is also affected by unresolved security issues. High-profile risks include defect resolution cadence being lower than expected, and commercial negotiations with key vendors posing challenges and affecting planning for go-live.

Progress since last report

- Released build 1.0.34 on 27/02/2025.
- Progress on MSA and BCU Support SoW with lead vendor.

Upcoming activities

- Release builds 1.0.34.1 on 06/03/2025 and 1.0.35 on 13/03/2025.
- Progress Support contracts with NEC and Datacom.

Highlights

Progress made on the NEC Master Services Agreement and BCU Support SoW, with involvement at Executive Level proving valuable.

Lowlights

Delays to delivery of the MVP are posing a risk to GoLive. Commercial negotiations with key vendors are posing challenges with risk for go-live.

RAG



Financial Information

Approved WOLC	
Approved Project Delivery Budget	
Actual Project Expenditure to Date	
Forecast to Complete Project Delivery	
Variance	
Latest Date Entered	

Vendor

Vendor Name	Vendor Agreement
NEC	Master ICT Agreement between MBIE and NEC New Zealand Limited

Vendor Performance RAG



RAG Commentary

Benefit	
comments	Benefits were reviewed in December 2024 and are on track.
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned is driving up cost. Cyber security issues and the Controls Validation Audit (CVA) are also adding extra cost, whilst uncertainty over the ongoing operational expenses makes it difficult to provide Project Whole of Life Cost (WoLC) estimates.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.
Resource	
comments	Project is fully resourced
Risk	
comments	Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) Delays with the production release candidate MVP causing risk to the go-live date, § 9(2)(b)(ii) } Operational Readiness and technical support for transition to production BAU are delayed by other priorities.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to March 2025. Focus on the production ready MVP is causing delays for other areas of work and is causing downstream bottlenecks, which are posing risk to the go-live date.
Scope	
comments	A large number of defects and security issues have been deferred until after go-live. These defects are required for a sustainable product and a remediation plan still needs to be put in place for soon after go-live. Pressure remains to fix only critical defects, and this erodes scope/system functionality. Progress is being made with planning of a follow up release for deferred defects.

Escalated Risks

Risk ID	
36	Risk Description
	Operational Support
	Risk Owner
	Inherent Risk Level
	Controlled Risk Level
	Risk Controls
56	Risk Treatments
	1. Ensuring support agreements with NEC provide assurance of locally available technical resource.
	2. Ensure that support agreement SLAs are acceptable to the INZ business owners.
	3. Visibility of ongoing investment in local technical resource by NEC.
70	Risk Description
	Commercial negotiations between MBIE and NEC
	Risk Owner
	Inherent Risk Level
	Controlled Risk Level
	Risk Controls
82	Risk Treatments
	Escalate delays to MBIE and NEC Steering committee members. If agreement cannot be achieved at this level, then further escalation in both organisations should be actioned
	Risk Description
	Severity and volume of defects
	Risk Owner
	Inherent Risk Level
	Controlled Risk Level
	Risk Controls
	Risk Treatments
	Accept vendor process changes to improve defect resolution.
	Monitor vendor defect resolution against targets and implement an escalation process. Escalate in project governance.
	Plan for regular business reviews and workaround development.
	Work with key vendors to drive the number of bugs down (or mitigate), increase the defects fixed in the available time with additional resourcing.
	Focusing on critical, high and selected medium defects that materially impact the business outcomes.
	Risk Description
	Override Rulesmay not be fit for purpose for GoLive
	Risk Owner
	Tim Robinson
	Inherent Risk Level
	High
	Controlled Risk Level
	Medium
	Risk Controls
	The removal of bad data has started, following a detailed analysis of what needed to be removed. MBIE Principal Data Scientist is developing a list of good identity data to be inputted into UAT by DXC.
	DXC will remove bad data and input new data as quickly as possible. MBIE Principal Data Scientist has been freed up to fully focus on the work over the next couple of months.
	Risk Treatments

Escalated Issues

Issue ID	
30	Issue Title
	Defects not fixed in a timely manner delays production ready MVP
	Issue Owner
	Issue Status
	Open
	Issue Priority
31	Target Resolution Date
	High
	29/01/2025
	Issue Treatment
	This has been escalated and is a key focus area at weekly meetings between MBIE / NEC executives. Release planning of defect remediation is closely monitored to align with project planning.
32	Issue Title
	Security Vulnerabilities not addressed prior to Go Live
	Issue Owner
	Issue Status
	Open
	Issue Priority
	Target Resolution Date
	High
	27/06/2024
	Issue Treatment
	Project Steering Group to follow up with Lead Vendor and to be added to the agenda of the weekly exec Meeting with the CE and MD of NEC.
	Prioritisation of Must Have Security defects and sequencing of implementation is being communicated to the lead vendor.
	Issue Title
	Security Information and Event Management (SIEM)
	Issue Owner
	Issue Status
	Open
	Issue Priority
	Target Resolution Date
	High
	28/11/2024
	Issue Treatment
	A decision has been reached for BCU to use s 6(c) which is already available. This does not allow 1) application-level monitoring and it does not seem to include 2) monitoring of database access.
	It is expected that monitoring of 1 and 2 above will be added after BCU is live, in the second half of the 2025 calendar year but it is not clear if that is included in scope of the MBIE project or need to be funded separately.

Project Status Report

As of 04/03/2025

Project Code

3586

Project Name

In Person Enrolment

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	82%
Overall RAG Status	
Number of Active Risks	
Number of Active Issues	

Project Phase

Project Phase	Build/Test
Project Start Date	11/02/2020
Project Finish Date	30/01/2026

Overall Commentary

- A revised schedule, with go-live in the first half of 2025 has been approved by the Delivery Governance Board (DGB).
- Confirmation of a go-live date will not be made until there is certainty about the production solution candidate.
- The go-live date is also affected by unresolved issues such as unmitigated security risk.

Project Summary

In Person enrolment is used by a variety of users across the business including those from CRIS, Border, Refugee and Compliance.It is used to capture "identities", Face, Finger Print and Biographic, for recording and matching purposes in the INZ Systems.

Plan to Green

- MBIE Executive focus remains high to resolve commercial issues and defect resolution progress.
- “Laser focus” by NEC on defect remediation to deliver a production ready MVP in March 2025 (delayed from December 2024).
- Fortnightly Exec meetings between the CEO of MBIE and the lead vendor, with increased focus on support SOW.
- Articulating security risk to the Project Sponsor and DCE INZ in preparation for risk acceptance when ready to go live.

Highlights

Purchasing of hardware for the IPE travel kits is completed and under budget.

Lowlights

Delays to delivery of the MVP and commercial negotiations with key vendors are posing challenges with risk for go-live.

Progress since last report

- Build 1.0.34 was delivered to MBIE on 27/02/2025.
- Commercial negotiations continue with NEC and Datacom in regard to support.

Upcoming activities

- Release builds 1.0.34.1 on 06/03/2025 and 1.0.35 on 13/03/2025.
- Progress Support contracts with NEC and Datacom.

RAG

Benefit

Budget

Issue

Resource

Risk

Schedule

Scope

Financial Information

Approved WOLC

Approved Project Delivery Budget

Actual Project Expenditure to Date

Forecast to Complete Project Delivery

Variance

Latest Date Entered

Vendor

Vendor Name

Vendor Agreement

Vendor Performance RAG

Cost

Quality

Resource

Time

RAG Commentary

Benefit

comments

Budget

comments

Issue

comments

Resource

comments

Risk

comments

Schedule

comments

Scope

comments

On track

Delivering the technical scope is taking longer than planned, and driving costs up. External Cyber security issues and the Controls Validation Audit (CVA) are also a contributing factor to the increase in costs, whilst uncertainty over the ongoing operational expenses makes it hard to provide Project Whole of Life Cost (WoLC) estimates.

Issues are being monitored and escalated where required. A key issue is the number of Severity 2 BCU defects remaining which need to be fixed to have a production release candidate. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.

Project is fully resourced.

Identified risks are being managed and reviewed on a regular basis. Highlighted Risks include: 1) missing the December 2024 milestone date for a production release candidate, which is a risk to the go-live date,^{s 9(2)(b)(ii)} 3) Operational Readiness and technical support for transition to production BAU are delayed by other priorities.

The production ready MVP solution has been postponed from December 2024 to March 2025. Focus on the production ready MVP is causing delays for other work and is causing downstream bottlenecks, which are posing risk to the go-live date.

On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



Biometric Capability Update

MBIE Executive Steering Group – Update as at 05 March 2025

In Confidence



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI

Defect Management – NEC (Severity 2, Priority 3 and above) Defects as of 5 March 2025

- On 27 February, Release 1.0.34 was received with 15 defect remediations delivered. 6 additional fixes will be delivered on 6 March (Release 1.0.34.1) which will also unblock 4 defects. NEC has a total of 25 active 'Must Have' defects remaining. Noting 3 new defects have been opened in the last 7 days.
- Release 1.0.34.1 is a key update with the final fixes for workflow resequencing to ensure the business override rules are applied before capping removes candidates. It also marks the point where the end-to-end workflow for BCU is expected to align with the agreed design. After this release is validated, MBIE can commence validation of Business Override rules functionality.
- Release 1.0.35, scheduled to be received on 13 March, is expected to have 16 defect remediations and delivery of 2 zero cost change requests required for the MBIE MVP product, leaving 3 defects remaining.
- NEC has provided the final answers to MBIE for override rules and the tool for applying them. MBIE expects to respond to NEC with respect to any changes to override parameters and their usage. It is expected that the results of the initial override tests will see existing rule parameter value changes and a change request for modification, removal and additional override rule requirements.

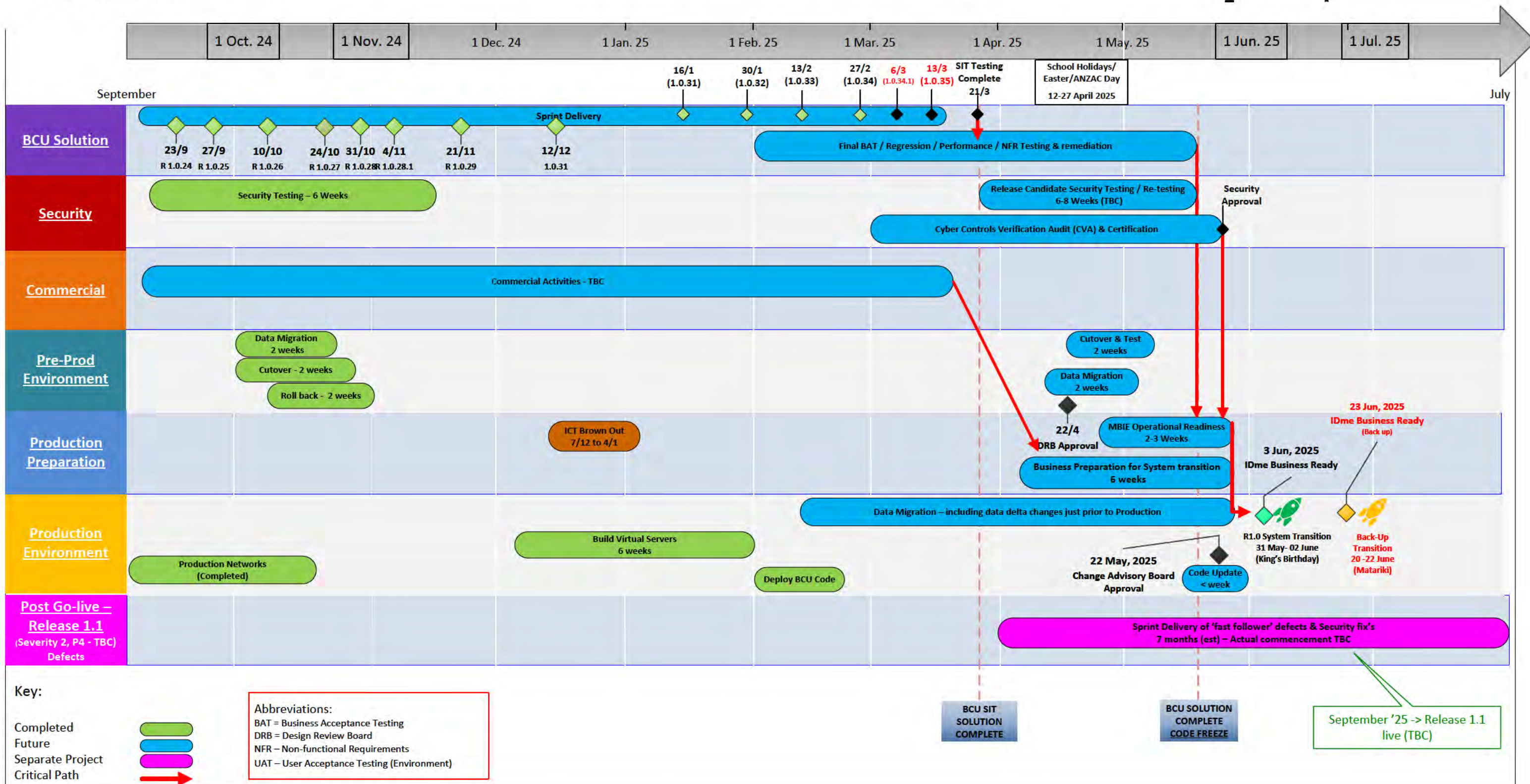
Month	June			July				August					September				October			November		December		January-25		February-25			March 25	
Date	7/06	13/06	20/06	4/07	12/07	19/07	25/07	1/08	8/08	15/08	22/08	29/08	5/09	12/09	19/09	26/09	10/10	24/10	31/10	4/11	22/11	Reserve 5/12	12/12	16/1	30/1	13/2	24/2	27/2	6/3	13/3
Release #	1.0.18	1.0.18.1	1.0.19	1.0.20	1.0.20.1	1.0.21	1.0.21.1	1.0.22	1.0.22.1	1.0.23	1.0.22.2	1.0.23	1.0.23.1	1.0.24	1.0.24.1	1.0.25	1.0.26	1.0.27	1.0.28	1.0.28.1	1.0.29	1.0.30	1.0.30	1.0.31	1.0.32	1.0.33	1.0.33.1	1.0.34	1.0.34.1	1.0.35
Severity 1-2 fixes in release cycle	16	2	7	13	2	15	3	18	7	(combined with 29/08)	9	36	0	18		6	7	7	4	2	21		20	13	11	17	2	15	6	16
Remaining Sev 1-2 defects	54	52	55	65	74	78	77	62	47		50	51	55	43		39	36	30	26	29	21		32	34	38	30	28	25*	19	3
*Note: There are 5 blocked defects, 5 resolved defects and 4 defects being tested by MBIE at time of writing this report. The 22 Active defects are the net amount of work for NEC to focus on.																														
+ New Defects raised (15% failure rate approximately)																														
Remaining Severity 2 defects with conservative indication of new defects raised.																														
Note: Defects assigned to NEC include open defects severity 1-2 with a priority 1, 2 or 3. Severity 2 priority 4 defects will be exception managed by the business and need to be resolved post go live of the first production release. Security defects are excluded.																														

Overall status is **Red**

	Activity	RAG	Timeline to complete	Narrative	Responsibility
1	Master Services Agreement		➤ 23 Jan – MBIE and NEC legal teams meet. ➤ 31 Jan – All issues agreed (major and minor) ➤ 10 Mar – MBIE and NEC meet to finalise MSA drafting ➤ 14 Mar – MSA complete - ready for Approval sent to NEC for signature ➤ 19 Mar – MSA signed by NEC and returned to MBIE ➤ 24 Mar – MSA with MBIE CE for signature ➤ 27 Mar – MSA approved by both parties <i>* timeframes have been revised following the results of the exec workshop held on 18 Feb MSA.</i>	24 February - MBIE sent updated MSA following Executive workshop held on 18 Feb. NEC returned revised MSA 27 Feb. Status: MBIE reviewing MSA with intention to schedule meeting with NEC to finalise MSA drafting week commencing 10 March 2025.	s 9(2)(a)
2	End User Licence Agreement – BCU		➤ Wk/c 27 Jan – MBIE and NEC to meet to discuss IP indemnities and liabilities and to address the comfort letter ➤ 7 Feb – NEC to provide updated comfort letter (if required)	MBIE to review the EULA and comfort letter following the MSA Executive workshop and once MBIE has received the IPE EULA to advise if we require an updated comfort letter. Status: MBIE awaiting IPE EULA. <i>* MBIE acknowledges that there are two EULAs and until we have received a copy of the IPE EULA we will be unable to advise if we require an updated comfort letter to ensure that it covers both EULAs.</i>	
3	End User Licence Agreement – IPE		➤ 7 Feb – NEC to provide MBIE EULA ➤ 14 Feb – MBIE to advise NEC if comfort letter is required to address similar concerns (if any) raised ➤ 21 Feb – NEC to provide comfort letter	NEC advised MSA is the priority and MBIE will receive a copy of the EULA in the new year. Status: NEC to provide copy of the IPE EULA. <i>* MBIE acknowledges that there are two EULAs and until we have received a copy of the IPE EULA we will be unable to advise if we require an updated comfort letter to ensure that it covers both EULAs.</i>	
4	IPE (Support) SoW		➤ 20 Feb – MBIE to use agreed security requirements from BCU Support SoW to add into IPE SoW. ➤ 21 Feb – SoW complete with Security additions - ready for Approval sent to NEC for signature ➤ 25 Feb – SoW signed by NEC and returned to MBIE ➤ 26 Feb – SoW with MBIE CE for signature ➤ 28 Feb – SoW approved by both parties	NEC advised they would park the signing of the IPE SoW until the MSA and BCU Support SoW are ready. Agreement reached that Security requirements can now be included in the current variation on the IPE SoW rather than a separate variation. Status: Due to NEC's preference to park the signing of the IPE SoW until the MSA and BCU Support SoW are ready, MBIE revising the IPE SoW to include the Security requirements. MBIE to provide a fully consolidated version based on the current agreed clean version with updates for security components – Date to be confirmed this dependent on the Security requirements still to be agreed in the BCU Support SoW.	
5	BCU Support SoW		➤ 28 Jan – Michael s 9(2) meet to discuss meeting on 30th January. ➤ 30 Jan – MBIE and NEC discuss BCU Support SoW. ➤ 28 Feb – MBIE to provide NEC with an updated version of Support SoW ➤ 14 Mar – NEC to provide feedback on BCU Support SoW ➤ 24 Mar – MBIE and NEC to meet discuss outstanding issues on BCU Support SoW ➤ 7 Apr – SoW complete - ready for Approval sent to NEC for signature ➤ 10 Apr – SoW signed by NEC and returned to MBIE ➤ 15 Apr – SoW with MBIE CE for signature ➤ 17 Apr – SoW approved by both parties <i>* timeframes have been revised following the results of the exec workshop held on 18 Feb MSA.</i>	MBIE sent updated version (working off NEC 0.4v) to NEC on 28th February following internal workshops. NEC sent their feedback on the MBIE security requirements on the 28th February. Status: MBIE awaiting feedback from NEC on the BCU Support SoW. MBIE will separately review NECs feedback on the security requirements to determine next steps.	
6	Project Services Variation		➤ 24 Jan – MBIE issues variation agreement ➤ 7 Feb – NEC provide feedback ➤ 28 Feb – Agreement of variation reached ➤ 14 Mar – Variation agreed.	Variation to cover project services from October 24 to March 25. Status: MBIE awaiting feedback from NEC. NEC have requested to remove this item from the status table. MBIE Disagrees and has retained for visibility.	
7	Transition Services SoW		➤ 24 Mar – MBIE to provide NEC with draft Transition Services SoW <i>* timeframes have been revised following the results of the exec workshop held on 18 Feb MSA.</i>	During the BCU workshop it was agreed by both parties to remove the transition clause from the BCU Support SoW and instead develop a separate SoW which addresses transition services. This will be developed once BCU Support SoW has progressed further. Status: MBIE to draft Transitions Services SoW.	

BCU Solution Major Activities	Start	Complete	RAG	Notes
Solution Delivery (SIT), Remediation and Testing	Ongoing	21 Mar 25		TBC – 'must have' defects continue to be raised
Post SIT Testing (Regression/BAT/NFR) & Remediation	18 Nov 24	Mid-May 25		UAT/BAT/Performance/Non-Functional/regression (dependant on a candidate solution being almost complete)
Security				
Security testing (2nd phase)	2 Sep 24	1 Nov 24	✓	Complete - additional defects identified
Release candidate regression testing, remediation and certification	3 Mar 25	Mid-May 25		TBC – based on prioritisation and delivery of remediated defects.
Pre-Production				
Tranche 1 - (Prod 'Dress Rehearsal') Data migration, Cutover & Roll back	1 Oct 24	29 Oct 24	✓	Complete - lessons/timings confirmed.
Tranche 2 - (Implement production version) Data Migration & Cut-over	22 Apr 25	23 May 25		Exact dates TBC
Production				
Tranche 1 - Data Migration	28 Jan 25	11 Apr 25		NEC code deploy commenced 28 Jan 2025.
Tranche 2 - Data Migration - (delta from Tranche 1)	12 May 25	23 May 25		Inputs into Cutover activities the following week
Go-Live Transition	30 May 25	02 Jun 25		1 st Business day for usage: Monday 02 June 2025. Backup date 19 June to 22 June (TBC)
Commercials	Ongoing	31 Mar 25		TBC – Refer to Commercial update slide
MBIE User Training	31 Mar 25	25 Apr 25		TBC (Just in time training)
Post go live Project (R1.1 - Sev 2 P4's)	Jun 25	TBC		Dependant on a candidate solution being available to enable commencement of R1.1

Biometric Capability Update Solution - DRAFT



Notes

- System Transition is currently scheduled from Saturday, 31ST May to Monday 2nd June, and occurs over King's Birthday Weekend (no business day outage). IDme will be available for business use from Tuesday 3rd June. The backup System transition date is tentatively set as Friday 20th June to Sunday 22nd June (Matariki Weekend). It is highly likely that Project GoLive will happen over Matariki weekend.
- This swim-lane represents a visual representation of the high level solution activities. Detailed activities are contained in a separate project schedule.
- Timeframes either represent actual or elapsed time.
- There is NO contingency in this timeline, and does not allow for any further regression testing
- The schedule is based on completing a SIT solution in mid/end March 2025. Any slippage in completing SIT will most likely result in the go-live date extending to the back up (contingency) date.

3 March 2025



Date & Time	Tuesday 25 th March 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 25 MAR 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) S 9(2)(a) [Redacted] [Redacted]
Apologies	S 9(2)(a) [Redacted]

1. Minutes of previous meeting

- S 9(2)(a) noted that Action AP 447 was misinterpreted as the MVP would be delivered earlier than envisaged (20 March), however this was not correct.
- Previous minutes for the Steering Group meeting on 11 March 2025 were accepted and actions updated.

2. NEC Update – S 9(2)(a)

- Status Report
 - Overall RAG Status is Amber due to the impact of the remaining change request for the override rules (CR148)
 - A further change request (CR149) may be required for S 6(c) fingerprint captures.
 - An Action was raised to confirm if CR149 is required; S 9(2)(a) will discuss with S 9(2)(a) and report back to NEC. **Action** S 9(2)(a)
 - It was suggested that if this CR is not critical, then it should wait until post GoLive.
 - CR148 delivery has been delayed from its initial delivery schedule due to issues with fingerprint sequencing and additional scenarios for capping.
 - Production migration is paused, whilst MBIE are validating face extraction failures
 - There is a further delay to MVP, which was scheduled for 4th April, but changes since the previous Steering Group meeting resulting in a further delay to complete the MVP.
 - Non-functional requirements and performance testing continues
 - In addition to defect remediation, activities under way include support for testing across different phases, pre-production reactivation planning and support, level two support, planning for production integration, smoke testing, and planning for Early life support.
 - A change request may potentially be required for data qualification utilities; NEC are waiting for requirements from MBIE
 - NEC are awaiting confirmation from MBIE regarding the security change requests; S 9(2)(a) advised that MBIE would advise NEC on this by Tuesday, 1st April. **Action** S 9(2)(a)
- Commercials
 - The MSA is close to completion
 - NEC are expecting to provide MBIE with the BCU Support SoW this week.
 - S 9(2)(a) asked if NEC would receive information from MBIE regarding the MSA by Wednesday to prepare for a meeting on Friday (28th March); S 9(2)(a) advised that it would be sent to S 9(2)(a) the timeframe required.
 - NEC's legal counsel will be on leave from 8th April, however NEC noted that additional support will be available if required.
- Other business
 - S 9(2)(b)(ii) [Redacted]
 - He also noted that the PSR states issue I427 has been updated to reflect the situation but there is no change from how the issue has been reported in previous PSRs. The issue needs to be updated as it does not reflect the situation correctly. **Action** S 9(2)(a)

- NEC Left the meeting at **11.20AM**

3. **MBIE Update:** s 9(2)(a)

- Status Reports
 - o Taken as read.
 - o There are many conversations happening between Executives from both MBIE and NEC.
 - o The focus of these meetings is to drive the momentum for the delivery of a working solution.
 - o Discussion was held around potential further change requests from NEC; the outcome of this discussion was that if change requests are not deemed as critical, their consideration can be delayed until after GoLive.
 - o *The following three bullet points were removed from the version of the Steering Group minutes that is shared with NEC:*
 - o Regarding the outstanding NEC security change requests, MBIE's Cyber Security team is reviewing these, however it was noted that costs provided did not include MBIE's time or resources.
 - o s 9(2)(b)(ii)
 - o The likely outcome of the Cyber Security review is non-approval from MBIE; s 9(2)(a) will discuss the Cyber Security proposal with Richard toward the end of the week as there are other options to reduce the risk impact likelihood.
- Risks and Issues
 - o Not discussed

4. **MBIE & NEC Executive Report** – s 9(2)(a)

- Taken as read

5. **Other Business**

- No other business

6. **Summary of Action Points**

- ACTION: s 9(2)(a) will discuss CR149 with s 9(2)(a) to ascertain whether it is required, and report back to NEC
- ACTION: MBIE will advise NEC around the Security Change Requests by Tuesday, 1st April s 9(2)(a)
- ACTION: Issue I427 in the NEC PSR needs to be updated to reflect the situation correctly. s 9(2)(a)

Meeting finished at 11:41 AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#451	11/03/2025	Issue I427 in the NEC PSR needs to be updated to reflect the situation correctly	s 9(2)(a)		25/03: Opened	25/03/2025

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#450	25/03/2025	MBIE will advise NEC around the Security Change Requests by Tuesday, 1 st April	s 9(2)(a)		25/03: Opened	08/04/2025
AP#449	25/03/2025	s 9(2)(a) will discuss CR149 with s 9(2)(a) to ascertain whether it is required, and report back to NEC	s 9(2)(a)		25/03: Opened	08/04/2025
AP#448	11/03/2025	s 9(2)(a) will meet with s 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing; s 9(2)(a) will provide an update at the next Steering Group meeting.	s 9(2)(a)		25/03: Action not yet complete; s 9(2)(a) to sort through the list this week, in terms of MBIE priority, and provide an update at the next Steering Group Meeting. 11/03: Opened	25/03/2025
AP#445	11/02/2025	s 9(2)(a) will provide a proposal of an enhanced testing regime at the next Steering Group meeting. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)		25/03: Not discussed at the meeting; action to be carried over. 11/03: s 9(2)(a) will provide an update at the next SC on the proposed approach 25/02: s 9(2)(a) is working on a proposal and will provide this to s 9(2)(a) by Friday 28 February. 11/02: Opened	25/03/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		25/03: This action to be kept open until we have a clear path to a working solution 11/03: This action to be kept open until we have a clear path to a working solution 25/02: This action to be kept open until we have a clear path to a working solution 11/02: Formal notification of the GoLive date is more likely to be mid-March, contingent on the success of the software release on 27th February. 28/01: Opened	25/03/2025
AP#439	14/01/2025	s 9(2)(a) to facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>			25/03: No update at this time 11/03: MBIE have received a draft ELS agreement and will provide feedback to Datacom. The Support SOW will follow the Handover to BAU SOW, which is the next high priority. 25/02: No update at this time 28/01: Negotiations are under way, with a first draft likely to be available early March. 14/01/2025: Opened	25/03/2025
AP#411	09/07/2024	s 9(2)(a) to review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face matching, and provide further advice on the fingerprint threshold parameters.			25/03: The Test Plan for the fingerprint and face thresholds and override rules is up to date; MBIE are now waiting on the results of the final NEC release scheduled for 17th April, as this is when the defects around these are scheduled to be fixed. 11/03: Action to remain open until there is clarity around defect remediation for override and capping rules. 25/02: Update from s 9(2)(a) - MBIE hasn't provided full Override Rule requirements - NEC has answered some but not quite all questions - NEC is prioritising defects at MBIE's request including the Resequencing of Override rules and Capping due on 6 March - MBIE does need workflow to be working to allow analysis of probe results using override rules to determine effectiveness 11/02: Meetings were held between MBIE and NEC to review which rules need to be changed. s 9(2)(a) has compiled the information but has questions that require answers from NEC before a final list of rules requiring change can be provided, so this is currently sitting with NEC. Discussion was held; Richard suggested to take this conversation offline and raised a new action for himself to catch up with s 9(2)(a) and other relevant individuals to clarify the override and capping rules activities. (See AP#444) Action to remain open for further updating.	25/03/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
AP#447	11/03/2025	s 9(2)(a) will look into whether the release on 27 March could be brought forward to 20 March and provide MBIE with further detail.	s 9(2)(a)	25/03: Action Closed (corrected as a prior reference was the 20 March release would be the MVP and was not the case) A request was made to NEC to double check the number of defects tagged to the release scheduled for 3rd April; it was advised that there would not be a release on 3rd April, but on 10th April instead, as per the fortnightly release cycle. The final release will now be on 17th April; this release will include the two defects prioritised to happen after CR149 takes effect. Action Closed 11/03: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387
D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope)	D00441
	04/05/21	Note this decision has been reversed. Decommissioning will remain in scope for CR03.	

D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 25 March 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L16.02**

MEMBERS ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ (Chair)
s 9(2)(a)

ATTENDEES

NEC

APOLOGIES

#	Description	Time	Presenter
1	Welcome, apologies and minutes / actions – included in pack	11.30AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.35AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Commercial Update (internal) s 9(2)(a) • Risks & Issues	11.50AM	
4	MBIE & NEC Executive Report for discussion – (included)	12.05PM	
5	Other Business	12.15PM	
6	Summary of Action Points (Time permitted)		

UPCOMING MEETINGS

Date	Time
Tuesday, 08 April 2025	11.00AM – 12.00 PM
Tuesday, 22 April 2025	11.00AM – 12.00 PM
Tuesday, 06 May 2025	11.00AM – 12.00 PM
Tuesday 20 May 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 11 th March 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 11 MAR 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), S 9(2)(a) [Redacted] [Redacted]
Apologies	S 9(2)(a)

1. Minutes of previous meeting

- Introduction S 9(2)(a)
- Previous minutes for the Steering Group meeting on 25 February 2025 were accepted and actions updated.

2. NEC Update S 9(2)(a)

- Status Report
 - Overall RAG Status is Amber; this is due to the issues relating to the workflow for capping and override changes.
 - Requirements for these changes have now been confirmed, however a further release / sprint is now required, extending the MVP date to 27 March.
 - A query was raised as to whether the MVP date could be brought forward to 20 March, S 9(2)(a) advised that he would look into this, and provide MBIE with further detail. **Action**
 - Biometric data migration is progressing, with the majority of loading and extraction completed.
 - Pre-production environment reactivation planning is in progress; however, this will depend on resource availability.
 - 18 items are included in this Thursday's (13/03) release, which is still on track for delivery.
 - Non-functional requirement and perf testing is continuing
 - The change request for security changes has been provided to MBIE, and NEC are waiting on direction and approval for those items; MBIE will consider these internally and respond to NEC in the next two weeks.
 - Issue I427 in NEC's status report highlights a problem around the support handover process with Datacom, and there is some concern around the use of resources for this who are working on the MVP.
 - S 9(2)(a) noted that knowledge transfer needs attention from NEC resources
 - S 9(2)(a) will meet with S 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing, and will provide an update at the next Steering Group meeting. **Action**
 - It was noted that MBIE has achieved some very good work on the BCU Support SoW, as it has been easy for NEC to work through and highlight changes.
 - A query was raised around when MBIE will receive feedback on the BCU Support sow; it will be reviewed at an internal session on Thursday (13/03) morning, and MBIE should receive NEC's latest review by the end of this week (14/03) or early next week (week commencing 17/03)
- Other business
 - No other business
- NEC Left the meeting at **11.18AM**

3. MBIE Update: S 9(2)(a)

- Status Reports
 - Taken as read.
 - MBIE's main focus is on MVP and the commercials.

- o The next Executive meeting is on Thursday 20th March, with progress of previous releases and commercial negotiations being the top items on the agenda.
- o BCU and IPE GoLive is now likely to be late June; this is dependent on having a working solution.
- o Richard is open to not having GoLive over a holiday long-weekend.
- Risks and Issues
 - o Not discussed.

4. MBIE & NEC Executive Report – s 9(2)(a)

- Takes as read

5. Other Business

- No other business

6. Summary of Action Points

- ACTION: s 9(2)(a) will look into whether the release on 27 March could be brought forward to 20 March and provide MBIE with further detail.
- ACTION: s 9(2)(a) will meet with s 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing; s 9(2)(a) will provide an update at the next Steering Group meeting.

The meeting finished at 11:47 AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No combined Open Actions	

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#447	11/03/2025	s 9(2)(a) will look into whether the release on 27 March could be brought forward to 20 March and provide MBIE with further detail.	s 9(2)(a)		11/03: Opened	25/03/2025

9. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#448	11/03/2025	s 9(2)(a) will meet with s 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing; S will provide an update at the next Steering Group meeting.	s 9(2)(a)		11/03: Opened	25/03/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.			11/03: This action to be kept open until we have a clear path to a working solution 25/02: This action to be kept open until we have a clear path to a working solution 11/02: Formal notification of the GoLive date is more likely to be mid-March, contingent on the success of the software release on 27 th February. 28/01: Opened	25/03/2025
AP#411	09/07/2024	s 9(2)(a) review the test plan for fingerprint & face thresholds and override rules, and provide feedback to s 9(2)(a) s 9(2)(a) to confirm when MBIE can have access to create and edit rules for face			11/03: Action to remain open until there is clarity around defect remediation for override and capping rules. 25/02: Update from s 9(2)(a) 1. MBIE hasn't provided full Override Rule requirements 2. NEC has answered some but not quite all questions	25/03/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
		matching, and provide further advice on the fingerprint threshold parameters.			1. NEC is prioritising defects at MBIE's request including the Resequencing of Override rules and Capping due on 6 March 3. MBIE does need workflow to be working to allow analysis of probe results using override rules to determine effectiveness 11/02: Meetings were held between MBIE and NEC to review which rules need to be changed. s 9(2)(a) has compiled the information, but has questions that require answers from NEC before a final list of rules requiring change can be provided, so this is currently sitting with NEC. Discussion was held; Richard suggested to take this conversation offline, and raised a new action for himself to catch up with s 9(2)(a) and other relevant individuals to clarify the override and capping rules activities. (See AP#444) Action to remain open for further updating. 28/01: Discussed during the NEC Update. 14/01/25: Bad data has been deleted, and work is focused on finalising the circa 500k 'good' identities to import into the UAT environment. There are other dependencies with regard to this work, including resolving the override and capping issues, and meeting with NEC to work through the process around changing rules. s 9(2)(a) will organise a meeting with NEC to discuss. Action to remain open for further updating. Note: Previous Comments on this action have been removed for brevity; the full complement of comments will be included in the Closed Actions Register once the Action is complete.	

10. Recently Closed Actions (actions closed at, and since, the last Steering Group meeting).

AP#	Date	Action	Owner	Update/Comments
				No Recently Closed Actions

Closed Actions Register:



BCU Project -Closed
Actions Register.docx

11. Decisions

D#	Date	Decision	Project Server Ref
D#01	14/07/20	Merge the BCU and IPE Projects and submit one change request.	D00357
D#02	10/09/20	The upgraded solution will continue to be called IDMe.	D00387

D#03	10/09/20	Elevate Reference Group to Steering Group with new ToR and include Vendors to attend by Invitation.	D00396
D#04	20/11/20	Stephen directed the contracting of s 9(2)(a) via INZ to be completed as soon as possible to mitigate the technical risk to the project.	NA
D#05	15/12/20 04/05/21	Decommissioning of IGMS IDMe to be a separate project. (no longer in BCU project scope) Note this decision has been reversed. Decommissioning will remain in scope for CR03.	D00441
D#06	08/09/2023	Complete the IPE SoW variation to remove the hardware (and relevant hardware support) before progressing with a variation to remove any other support components.	
D#07	01/03/2024	The IPE costs will be split from the BCU Budget in CR6, and IPE will be run under a separate project code alongside BCU.	
D#08	24/06/2024	Performance testing will be run in parallel in UAT alongside the Business Acceptance Testing	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	

Overall RAG Status	BCU & IPE	Mitigation/Path to Green
Commentary	The number of outstanding sev 2 defects continues to reduce, with an expected final delivery date for these high priority defects to be 27th March. The change request for the remaining changes to the workflow overrides to provide the required selection parameters is due for delivery to SIT 4th April. A further change MAY be required to change the fingerprint positions for s 6(a) so this has the potential to delay further the MVP date. Good progress being made with the production data migration. With the Biographics and Face biometrics now complete, the fingerprint migration is progressing, and expected to complete ahead of schedule. Progress on UAT Non-Functional & performance testing has resulted in some issues that require fixes within the UAT environment – fixes for these are being progressed with NECAM, and expect to include in the 27th March delivery. The support handover process with the Datacom team is resulting in a perceived bottleneck with an NEC resource, and in addition to resulting in this activity stalling, there appears to be an expectation that NEC will be providing tools/processes to make changes to the data in different support scenarios. Issue I427 has been updated to reflect that further work is required to ensure that Datacom Level 2 Support will have the required level of capability/training. Change requests for the “Must” priority security items that are not already in flight have been assessed and provided to MBIE for approval/direction – this is expected to be discussed at the Steering Group level.	Status remains amber due to the impact of the remaining CR for override selection parameters, with a further change that may be s 6(c)

RAG Status of key Measures		
Scope	A	Potentially a significant impact on scope based on the completed MBIE security testing results from UAT, however MBIE have indicated they will progress exemptions to allow go-live approval (CRs provided for all high priority items not already in-flight). A request to progress a datafix in UAT that could potentially apply to production at a later date is likely representing an increase in scope, as is the additional override parameter rules that are required for the MVP product.
Budget	G	A further change to the Go-Live date will require a CR to assess/confirm cost impacts. Any additional effort required will be progressed via change control process. MBIE indicating CR will be confirmed mid March.
Schedule	A	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed that earliest date possible is End April, with possibility that May or June may be required.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Resourcing bottleneck identified as the pre-prod activities will require support from already committed NEC & MBIE resources. NEC internal planning for resourcing post go-live support progressing and will align with support agreements.
Commercial	A	IPE SOW Variance for Hardware Removal ready for execution, MBIE to provide next version with Security variation (draft requirements for security have been provided). BCU Support SOW under NEC review following delivery by MBIE. Updated MSA provided to MBIE for review & response (nears completion). IPE EULA to be provided to MBIE. MBIE progressing Support Transition SOW
Relationship	G	Relationship at both senior and working group levels very positive/productive – continued communication at senior level to maintain a positive approach.

Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24	02-Dec-24	0	0	Test case execution (retesting) and defect raising continues
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24	08-May-25	82		NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	A	07-Feb-25	12-May-25	62		Cutover/rollback activities completed. Full cutover to occur closer to Go-Live – date continues to move.
Pre-Production Complete	A	07-Mar-25	26-May-25	52		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	A	8-Apr-25	02-Jun-25	36	5	MBIE go/no-go decision has pushed go-live out, the contingency period reducing as the MVP is delayed, and appears the 'contingency' is actually leadtime required for MBIE approvals and production readiness activities required ahead of the go-live date.

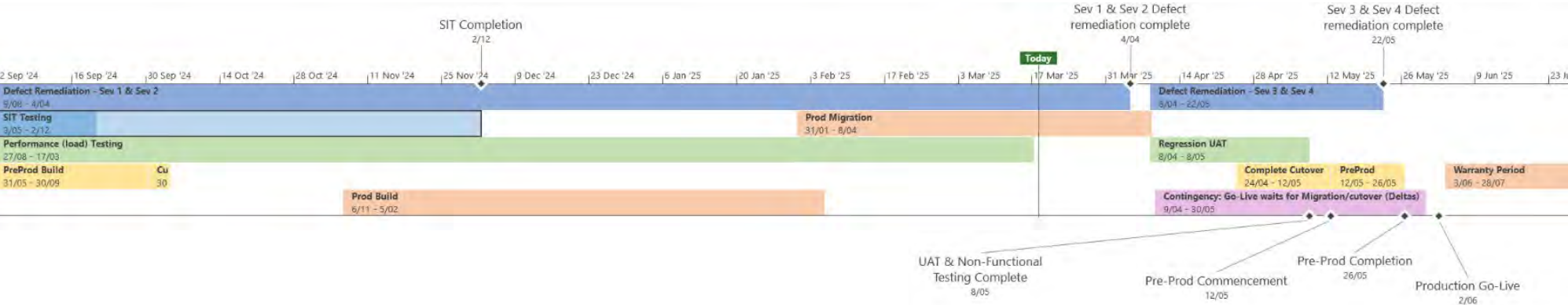
High Rated Issues			
#	Description	Impacts / Next Steps	RAG
I427	MBIE, as the System Integrator is ultimately responsible for the level 2 support, both during the project and post go-live. The most important aspect of this L2 support is the initial triage which involves extracting the logs, looking at them to determine who then needs to be involved - Infrastructure, Network, Application, Security etc. depending on the error, then coordinating across all of the required teams to enable/determine a path to resolution. An issue was recently raised that highlighted the need to have this level 2 support resource on the project. MBIE agreed that this is a key requirement and acknowledged that to date resources from NEC had been heavily involved in this aspect of the project, so arranged for Datacom to become involved to pick up this role, and to learn from the NEC resources, where to find the logs and how to go about triaging the various different scenarios. MBIE have now advised that Datacom have learned sufficient about what they will need to do in production, so are removing the resources from the project, leaving a gap that needs to be filled. If NEC are to maintain a laser-like focus on the remediation of defects, that is where they should be using their resources, rather than coordinating level 2 support across all solution components.	1) Escalate to Project Steering Committee to assist with resolution (done) 2) Acknowledge potential impacts to defect remediation if the L2 support is no longer available, or if the NEC resources are required to fill the gap again. (done) 3) MBIE work with Datacom to ensure the required level 2 support is provided for the project, and production scenarios understood (In Progress)	A

High Rated Risks				
#	Description	Mitigation/Treatment Plan		RAG
R420	Multiple "Must" priority application security improvements required in OOTB solution. MBIE Security have released preliminary findings of a comprehensive cyber investigation carried out by Carapace who have been provided with full access within the solution environment. The findings have identified multiple opportunities for improvements in the application security that will be investigated and assessed based on the priorities provided by MBIE. The risk assessment (not provided) and the subsequent "Must" priority of many of the items presents a significant risk for the desired go-live date of April 2025.	1. NECNZ work with NECAM to size the "Must" recommendations (<i>done</i>) 2. NEC discuss/agree compensating controls that will be acceptable to enable current planned go-live (<i>priority confirmed</i>) 3. Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction (sizing in progress)		A
R430	Override vs Capping rules workflow order of processing As a result of late testing of capping rules identifying that the capping rules are being applied in the workflow prior to application of business/demographic override rules, there is a possibility that changes may be required to the workflow processing order which may lead to a large amount of retesting and modifications to existing data.	1. Analyse and document expected business impacts of not making the workflow order change 2. Confirm expectation of timing required for making workflow order change 3. Confirm expected impacts for additional testing required.		G

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
108	Monitoring & Alerting NEC Consultation	No	s 9(2)(b)(ii)	Approved & in progress
136	IDME-07(REC19) - EAG Unauthenticated API Endpoints	TBC		Awaiting MBIE approval/direction
137	IDME-05 - Batch Job Command Execution	TBC		Awaiting MBIE approval/direction
139	INF-04/INF-08 - Insecure Storage of Credentials & Sensitive Command Line Arguments	TBC		Awaiting MBIE approval/direction
140	INF-11 - Lack of Authentication	TBC		Awaiting MBIE approval/direction
142	LMS-10 - Clear Text Protocols - Implement Workstation TPM	TBC		Awaiting MBIE approval/direction
145	Modified requirement for processing when Biometrics unavailable	TBC		Awaiting confirmation from MBIE

High Rated Outstanding Change Requests				
#	Title	Schedule Impact	Total Cost Impact	Status
146	Creation of a new role(s) in CLMS MariaDB	n/a	s 9(2)(b)(ii)	
147	Face Search Flow Search Result Parameter Changes (Capping)	2w		
148	Face & Biographics Search Flow Search Result Parameter Changes (Overrides)	3w		

High-level Schedule/Timeline



Release Road Map for MBIE

MBIE - BCU and IPE Defects SIT Release 1.0.33	20/Mar/25
MBIE - BCU and IPE Defects SIT Release 1.0.36	27/Mar/25
MBIE - BCU and IPE Defects SIT Release 1.0.37	03/Apr/25

Release 1.0.34.3 – Released 13th March

- IPE CR146
- Nginx - TLS

Release 1.0.35 – To be Released 20th March (19)

- SIT Must have defects (14)
 - AMF Workflow
 - Blocking session (multi nodes)
 - RBAC

Release 1.0.36 – To be Released 27th March (13)

- Last of SIT Must have defects (13)
 - Reveal Timeout
 - Reveal Slowness
 - IBW
 - Workflow

Release 1.0.37 – To be Released 03rd April

- CR148 – Overrides
- CR149 – Fingerprints (TBC)

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

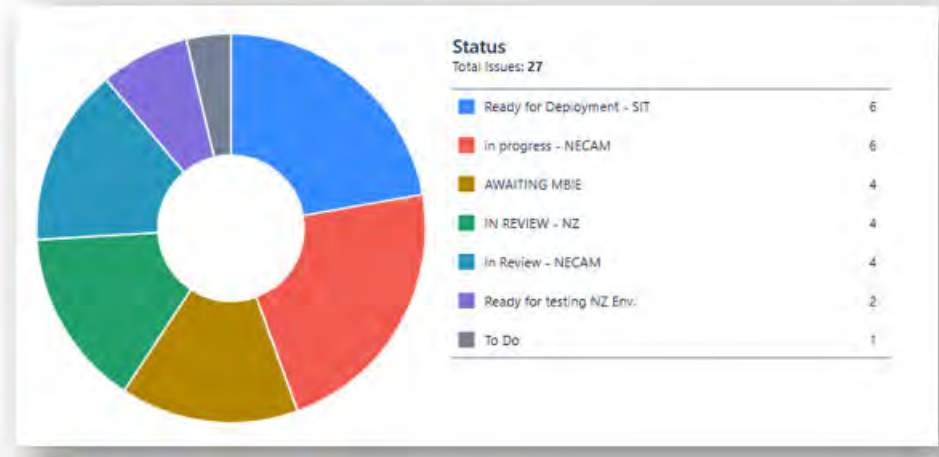
Fixed for Go Live

Status	Sev 2 - Major	T:
TO DO	1	1
IN REVIEW - NECAM	4	4
READY FOR TESTING N...	2	2
READY FOR DEPLOYM...	6	6
IN PROGRESS - NECAM	6	6
IN REVIEW - NZ	4	4
AWAITING MBIE	4	4
Total Unique Issues:	27	27

This is the number of SIT defects to be fixed before go live

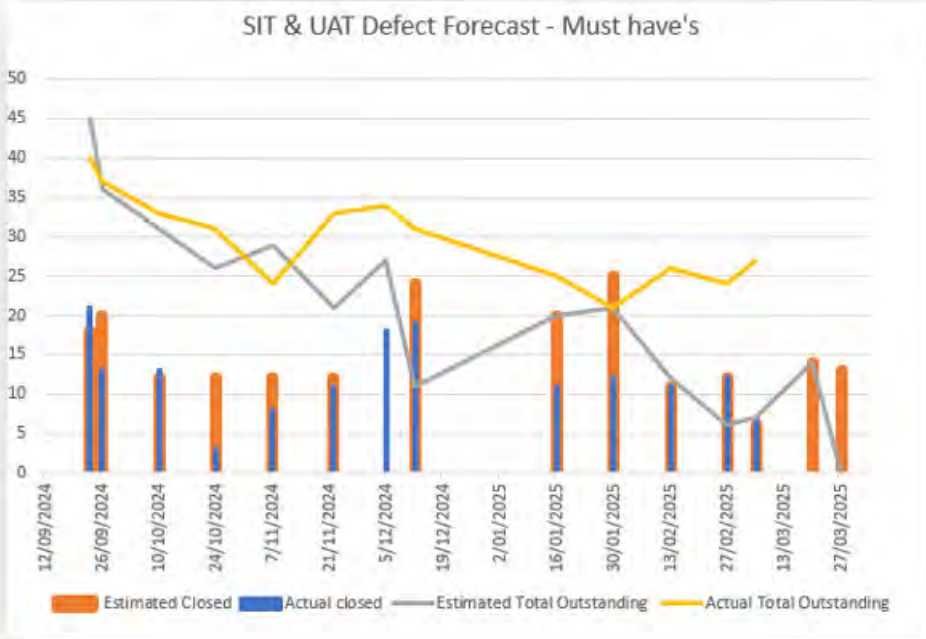
Defects : 27
With NECAM : 8
With MBIE: 2

Overall, 3 up from last report



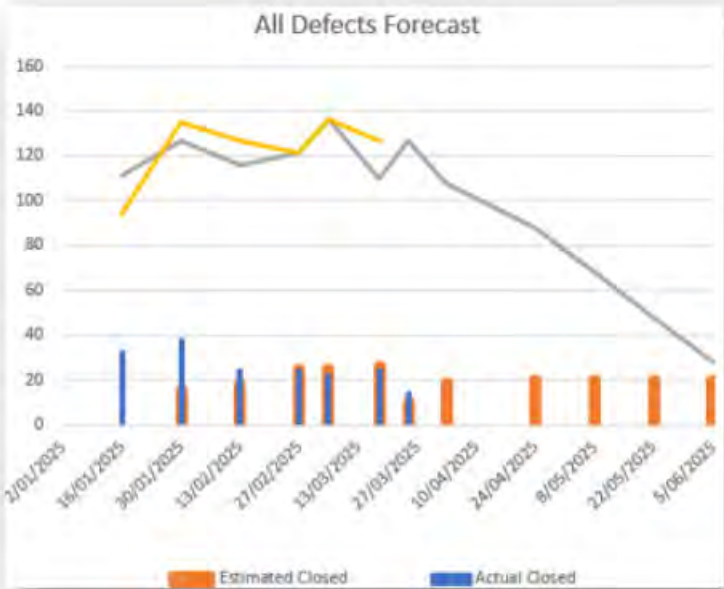
SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	12	7	8	6	29	24
Release 1.0.29	21/11/2024	12	0	11	14	21	33
	05/12/2024	0	0	18	11	27	34
Release 1.0.30	12/12/2024	24	3	19	9	11	31
Release 1.0.31	16/01/2025	20	1	11	4	20	25
Release 1.0.32	31/01/2025	25		12	8	21	21
Release 1.0.33	13/02/2025	11		11	8	12	26
Release 1.0.34	27/02/2025	12		12	5	6	24
Release 1.0.34.1	06/03/2025	6		7	4	7	
Release 1.0.35	20/03/2025	14			12	14	
Release 1.0.36	27/03/2025	13				0	
Release 1.0.37	03/04/2025						



SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.31	16/01/2025	18		24	12	116	135
Release 1.0.32	30/01/2025	25		24	24	121	127
Release 1.0.33	13/02/2025	25		22	15	136	121
Release 1.0.34	27/02/2025	26		24	11	110	136
Release 1.0.34.1	06/03/2025	10		14	5	127	127
Release 1.0.35	13/03/2025	19			21	108	
Release 1.0.36	27/03/2025	20				88	
Release 1.0.37	10/04/2025	20				68	
Release 1.0.38	24/04/2025	20				48	
Release 1.0.39	08/05/2025	20				28	
Release 1.0.40	22/05/2025	20				8	
Release 1.0.41	05/06/2025	8				0	



Project Status Report

As of 19/03/2025

Project Code

3644

Project Name

Biometric Capability Update

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	69%
Overall RAG Status	
Number of Active Risks	6
Number of Active Issues	3

Project Phase

Project Phase	Build/Test
Project Start Date	19/03/2020
Project Finish Date	23/09/2025

Overall Commentary

- The go-live date is affected by unresolved security issues, delays to delivery of MVP and challenging commercial negotiations.
- A date is unable to be confirmed until there is certainty about the MVP production solution candidate.
- With all focus from the lead vendor on delivering the MVP, preparation to transition to support has had to be postponed.
- There is now a risk that technical support may not be ready in time, which will cause further delays for go-live.

Project Summary

A project to significantly upgrade the biometrics matching software that is the source of identify information for all non-New Zealanders. Out-dated, complex and inflexible software will be updated so that it is fit for purpose, secure and reduces ongoing

Plan to Green

- MBIE Executives are focused on resolving commercial issues and defect resolution progress, with several meetings between MBIE and executives from NEC Australia and NECAM scheduled.

Progress since last report

- Released build 1.0.34.1 on 6 March, with hotfixes 1.0.34.2 and 1.0.34.3 being released shortly thereafter

Upcoming activities

- Release build 1.0.35 on 20 March with 14 defect fixes.

Highlights

Good progress with Early Life Support plan. Engagement with Datacom on transition to support has good momentum.

Lowlights

Further delays to delivery of the MVP, and delays on commercial approvals are posing a risk to GoLive

RAG

Benefit

Budget

Issue

Resource

Risk

Schedule

Scope

Financial Information

Approved WOLC

Approved Project Delivery Budget

Actual Project Expenditure to Date

Forecast to Complete Project Delivery

Variance

Latest Date Entered

Vendor

Vendor Name

Vendor Agreement

NEC

Master ICT Agreement between MBIE and NEC New Zealand Limited

Vendor Performance RAG

Cost

Quality

Resource

Time

RAG Commentary

Benefit

comments

Budget

comments

Issue

comments

Resource

comments

Risk

comments

Schedule

comments

Scope

comments

Benefits are on track.

Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost.

Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.

Project is fully resourced

Highlighted Risks include: 1) Delays with the production release candidate MVP, s 9(2)(b)(ii) 3) Operational Readiness and technical support for transition to production BAU are delayed and may cause further delays to go-live after an MVP production release candidate is available.

The production ready MVP solution has been postponed from December 2024 to March/April 2025. Focus on the production ready MVP is causing delays for other areas of work and is causing downstream bottlenecks, posing a risk to the go-live date.

Pressure remains to fix only critical defects, and this erodes scope/system functionality. Progress is being made with planning of a follow up release for deferred defects.

Escalated Risks

Risk ID	
36	
Risk Description	Operational Support
Risk Owner	§ 9(2)(a)
Inherent Risk Level	Medium
Controlled Risk Level	Low
Risk Controls	
Risk Treatments	1. Ensuring support agreements with NEC provide assurance of locally available technical resource. 2. Ensure that support agreement SLAs are acceptable to the INZ business owners. 3. Visibility of ongoing investment in local technical resource by NEC.
56	
Risk Description	Commercial negotiations between MBIE and NEC
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	High
Risk Controls	
Risk Treatments	Escalate delays to MBIE and NEC Steering committee members. Involve DCE for CDSS and CEO for MBIE as well as equal level for NEC NZ in commercial negotiations.
70	
Risk Description	Severity and volume of defects
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	Accept vendor process changes to improve defect resolution. Monitor vendor defect resolution against targets and implement an escalation process. Escalate in project governance. Plan for regular business reviews and workaround development. Defer only defects with reasonable workarounds to after go-live. Business assessment and sign off for all defects deferred.
Risk Treatments	Work with key vendors to drive the number of bugs down (or mitigate), increase the defects fixed in the available time with additional resourcing. Focusing on critical, high and selected medium defects that materially impact the business outcomes.
76	
Risk Description	Business real time reporting
Risk Owner	§ 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	

Escalated Issues

Issue ID	
30	
Issue Title	Defects not fixed in a timely manner delays production ready MVP
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	29/01/2025
Issue Treatment	This has been escalated and is a key focus area at weekly meetings between MBIE / NEC executives. Release planning of defect remediation is closely monitored to align with project planning.
31	
Issue Title	Security Vulnerabilities not addressed prior to Go Live
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	27/06/2024
Issue Treatment	Project Steering Group to follow up with Lead Vendor and to be added to the agenda of the weekly exec Meeting with the CE and MD of NEC. Prioritisation of Must Have Security defects and sequencing of implementation is being communicated to the lead vendor. A security memo explaining the expected risk profile of BCU is being prepared for the DCE of Immigration to test the feasibility of risk acceptance for go-live.
32	
Issue Title	Security Information and Event Management (SIEM)
Issue Owner	§ 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	28/11/2024
Issue Treatment	A decision has been reached for BCU to use § 6(c) which is already available. This does not allow 1) application-level monitoring and it does not seem to include 2) monitoring of database access. It is expected that monitoring of 1 and 2 above will be added after BCU is live, in the second half of the 2025 calendar year but it is not clear if that is included in scope of the MBIE project or need to be funded separately.

Date Last Refreshed

19/03/2025 07:08

Project Status Report

As of 19/03/2025

Project Code

3586

Project Name

In Person Enrolment

Project Details

Delivery Portfolio	Immigration
Sponsor	Richard Owen
Business Owner	s 9(2)(a)
Project Manager	
% Complete	90%
Overall RAG Status	
Number of Active Risks	
Number of Active Issues	

Project Phase

Project Phase	Build/Test
Project Start Date	11/02/2020
Project Finish Date	30/01/2026

Plan to Green

- MBIE Executives are focused on resolving commercial issues and defect resolution progress, with several meetings between MBIE and executives from NEC Australia and NECAM scheduled.

Overall Commentary

- Confirmation of a go-live date will not be made until there is certainty about the production solution candidate for IPE and 3644 -BCU.
- With all focus from the lead vendor on delivering the MVP, preparation for transitioning to support has had to be postponed.
- There is now a risk that technical support may not be ready in time, which would cause further delays for go-live.

Project Summary

In Person enrolment is used by a variety of users across the business including those from CRIS, Border, Refugee and Compliance.It is used to capture "identities", Face, Finger Print and Biographic, for recording and matching purposes in the INZ Systems.

Progress since last report

- Released build 1.0.34.1 on 6 March, with hotfixes 1.0.34.2 and 1.0.34.3 being released shortly thereafter

Upcoming activities

- Release build 1.0.35 on 20 March with 14 defect fixes.

Highlights

The IPE laptops with Smartscan are being successfully provisioned on Windows 11. This future-proofs the devices and avoids the need for an operating system change after go-live.

Security testing is also being conducted on Windows 11 which avoids further rework.

Lowlights

Further delays to delivery of the MVP, and delays on commercial approvals are posing a risk to GoLive

RAG

Benefit

Budget

Issue

Resource

Risk

Schedule

Scope

Financial Information

Approved WOLC

Approved Project Delivery Budget

Actual Project Expenditure to Date

Forecast to Complete Project Delivery

Variance

Latest Date Entered

Vendor

Vendor Name

Vendor Agreement

Vendor Performance RAG

Cost

Quality

Resource

Time

RAG Commentary

Benefit

comments

Budget

comments

Issue

comments

Resource

comments

Risk

comments

Schedule

comments

Scope

comments

Benefits are on track

Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost.

Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning the solution will not achieve security certification.

The Project is fully resourced

Highlighted Risks include: 1) Delays with the production release candidate MVP, s 9(2)(b)(ii) 3) Operational Readiness and technical support for transition to production BAU are delayed and may cause further delays to go-live after an MVP production release candidate is available.

The production ready MVP solution has been postponed from December 2024 to March/April 2025. Focus on the production ready MVP is causing delays for other areas of work and is causing downstream bottlenecks, posing a risk to the go-live date.

On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID

Biometric Capability Update

MBIE Executive Steering Group – Update as at 19 March 2025

In Confidence



MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

Defect Management – NEC (Severity 2, Priority 3 and above) Defects as of 19 March 2025

- On 6 March, Release 1.0.34.1 was received with 6 defect remediations. A hotfix (Release 1.0.34.2) was provided shortly afterwards and on 13 March, 1 defect and 2 security items were delivered (Release 1.0.34.3).
- NEC has a total of 29 active 'Must Have' defects remaining. Noting 9 new defects have been opened since 6 March.
- Release 1.0.35 arrives on 20 March with 14 defect remediations required for the MBIE MVP product, leaving 18 defects remaining. 11 of the remaining defects are yet to be assigned to a release date. Release 1.0.35 marks the point where the end-to-end workflow for BCU is expected to align with the agreed design. After this release is validated, MBIE can commence validation of Business Override rules functionality.
- MBIE and NEC discussed the necessary changes for override rules, and the tool for applying them, with NEC providing CR148 to MBIE on 10 March. These changes arrive in Build 1.0.36.1, in the week of 31 March, with the basis of that change request reviewed and development progressing under urgency. Communication lines are open in case any queries or revisions are required. There is a risk that the results of the initial override tests will see existing rules and/or parameter value changes which could require a change request any for modification, removal and additional override rule requirements.
- Other risk areas to be considered include: (1) MBIE tasks/queries impacting NEC resources who are currently correcting workflow and defects, (2) data fixes which are expected to be requested as a capability after the application reaches MVP, (3) any additional change request(s), (4) MBIE security requirements/remediations and associated change request(s).

Month	July				August					September				October			November		December		January-25		February-25			March 25			April		
Date	4/07	12/07	19/07	25/07	1/08	8/08	15/08	22/08	29/08	5/09	12/09	19/09	26/09	10/10	24/10	31/10	4/11	22/11	Reserv e5/12	12/12	16/1	30/1	13/2	24/2	27/2	13/3	20/3	27/3	03/04		
Release #	1.0.20	1.0.20.1	1.0.21	1.0.21.1	1.0.22	1.0.22.1	1.0.23	1.0.22.2	1.0.23	1.0.23.1	1.0.24	1.0.24.1	1.0.25	1.0.26	1.0.27	1.0.28	1.0.28.1	1.0.29	1.0.30	1.0.30	1.0.31	1.0.32	1.0.33	1.0.33.1	1.0.34	1.0.34+	1.0.35	1.0.36	1.0.37		
Severity 1-2 fixes in release cycle	13	2	15	3	18	7	(combined with 29/08)	9	36	0	18		6	7	7	4	2	21			20	13	11	17	2	14	8	14	7	11 (TBC)	
Remaining Sev 1 - 2 defects	65	74	78	77	62	47		50	51	55	43		39	36	30	26	29	21			32	34	38	30	28	26	29	18	11		

*Note: There are 6 blocked defects, 4 closed defects and 5 defects being tested by MBIE at time of writing this report. The 20 Active defects are the net amount of work for NEC to focus on.

+ New Defects raised (15% failure rate approximately)

Remaining Severity 2 defects with conservative indication of new defects raised.

Note: Defects assigned to NEC include open defects severity 1-2 with a priority 1, 2 or 3. Severity 2 priority 4 defects will be exception managed by the business and need to be resolved post go live of the first production release. Security defects are excluded.

Overall status is **Red**

	Activity	RAG	Timeline to complete	Narrative	Responsibility
1	Master Services Agreement		➤ 23 Jan – MBIE and NEC legal teams meet. ➤ 31 Jan – All issues agreed (major and minor) ➤ 10 Mar – MBIE and NEC meet to finalise MSA drafting ➤ 14 Mar – MSA complete - ready for Approval sent to NEC for signature ➤ 19 Mar – MSA signed by NEC and returned to MBIE ➤ 24 Mar – MSA with MBIE CE for signature ➤ 27 Mar – MSA approved by both parties <i>* timeframes have been revised following the results of the exec workshop held on 18 Feb MSA.</i>	13 March - NEC returned revised MSA. MBIE reviewing with both parties scheduled to meet and discuss on 20 March. Status: MSA meeting was planned for 20 March; MBIE to reschedule. NEC NZ liaising with NECAM	s 9(2)(a)
2	End User Licence Agreement – BCU		➤ Wk/e 27 Jan – MBIE and NEC to meet to discuss IP indemnities and liabilities and to address the comfort letter ➤ 7 Feb – NEC to provide updated comfort letter (if required)	MBIE to review the EULA and comfort letter following the MSA Executive workshop and once MBIE has received the IPE EULA to advise if we require an updated comfort letter. Status: MBIE awaiting IPE EULA. <i>* MBIE acknowledges that there are two EULAs and until we have received a copy of the IPE EULA we will be unable to advise if we require an updated comfort letter to ensure that it covers both EULAs.</i>	
3	End User Licence Agreement – IPE		➤ 7 Feb – NEC to provide MBIE EULA ➤ 14 Feb – MBIE to advise NEC if comfort letter is required to address similar concerns (if any) raised ➤ 21 Feb – NEC to provide comfort letter	NEC advised MSA is the priority and MBIE will receive a copy of the EULA in the new year. Status: NEC to provide copy of the IPE EULA. <i>* MBIE acknowledges that there are two EULAs and until we have received a copy of the IPE EULA we will be unable to advise if we require an updated comfort letter to ensure that it covers both EULAs.</i>	
4	IPE (Support) SoW		➤ 20 Feb – MBIE to use agreed security requirements from BCU Support SoW to add into IPE SoW. ➤ 21 Feb – SoW complete with Security additions - ready for Approval sent to NEC for signature ➤ 25 Feb – SoW signed by NEC and returned to MBIE ➤ 26 Feb – SoW with MBIE CE for signature ➤ 28 Feb – SoW approved by both parties	NEC advised they would park the signing of the IPE SoW until the MSA and BCU Support SoW are ready. Agreement reached that Security requirements can now be included in the current variation on the IPE SoW rather than a separate variation. Status: Due to NEC's preference to park the signing of the IPE SoW until the MSA and BCU Support SoW are ready, MBIE revising the IPE SoW to include the Security requirements. MBIE to provide a fully consolidated version based on the current agreed clean version with updates for security components – Date to be confirmed this dependent on the Security requirements still to be agreed in the BCU Support SoW.	
5	BCU Support SoW		➤ 28 Jan – Michael s 9(2) meet to discuss meeting on 30th January. ➤ 30 Jan – MBIE and NEC discuss BCU Support SoW. ➤ 28 Feb – MBIE to provide NEC with an updated version of Support SoW ➤ 14 Mar – NEC to provide feedback on BCU Support SoW ➤ 24 Mar – MBIE and NEC to meet discuss outstanding issues on BCU Support SoW ➤ 7 Apr – SoW complete - ready for Approval sent to NEC for signature ➤ 10 Apr – SoW signed by NEC and returned to MBIE ➤ 15 Apr – SoW with MBIE CE for signature ➤ 17 Apr – SoW approved by both parties <i>* timeframes have been revised following the results of the exec workshop held on 18 Feb MSA.</i>	MBIE sent updated version (working off NEC 0.4v) to NEC on 28 February following internal workshops. NEC sent their feedback on the MBIE security requirements, MBIE sent response 18 March . Status: MBIE awaiting feedback from NEC on the BCU Support SoW. MBIE has separately reviewed NECs feedback on the security requirements and has requested NEC propose times to meet and discuss.	
6	Project Services Variation		➤ 24 Jan – MBIE issues variation agreement ➤ 7 Feb – NEC provide feedback ➤ 28 Feb – Agreement of variation reached ➤ 14 Mar – Variation agreed.	Variation to cover project services from October 24 to March 25. Status: MBIE awaiting feedback from NEC. NEC have requested to remove this item from the status table. MBIE disagrees and has retained for visibility.	
7	Transition Services SoW		➤ 24 Mar – MBIE to provide NEC with draft Transition Services SoW <i>* timeframes have been revised following the results of the exec workshop held on 18 Feb MSA.</i>	During the BCU workshop it was agreed by both parties to remove the transition clause from the BCU Support SoW and instead develop a separate SoW which addresses transition services. This will be developed once BCU Support SoW has progressed further. Status: MBIE to draft Transitions Services SoW.	

BCU Solution Major Activities	Start	Complete	RAG	Notes
Solution Delivery (SIT), Remediation and Testing	Ongoing	04 Apr 25		TBC – 'must have' defects continue to be raised. This date is at risk.
Post SIT Testing (Regression/BAT/NFR) & Remediation	18 Nov 24	Mid-May 25		UAT/BAT/Performance/Non-Functional/regression (dependant on a candidate solution being almost complete)
Security				
Security testing (2nd phase)	2 Sep 24	1 Nov 24	✓	Complete - additional defects identified
Release candidate regression testing, remediation and certification	3 Mar 25	30 May 25		TBC – based on prioritisation and delivery of remediated defects.
Pre-Production				
Tranche 1 - (Prod 'Dress Rehearsal') Data migration, Cutover & Roll back	1 Oct 24	29 Oct 24	✓	Complete - lessons/timings confirmed.
Tranche 2 - (Implement production version) Data Migration & Cut-over	22 Apr 25	23 May 25		Exact dates TBC
Production				
Tranche 1 - Data Migration	28 Jan 25	11 Apr 25		NEC code deploy commenced 28 Jan 2025.
Tranche 2 - Data Migration - (delta from Tranche 1)	12 May 25	23 May 25		Inputs into Cutover activities the following week
Go-Live Transition	19 Jun 25	22 Jun 25		1 st Business day for usage:
Commercials	Ongoing	31 Mar 25		TBC – Refer to Commercial update slide
MBIE User Training	31 Mar 25	25 Apr 25		TBC (Just in time training)
Post go live Project (R1.1 - Sev 2 P4's)	Jun 25	TBC		Dependant on a candidate solution being available to enable commencement of R1.1