



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 08 April 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, 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 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 then 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 Lucy by 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
 - Taken as read.
 - There are many conversations happening between Executives from both MBIE and NEC.
 - The focus of these meetings is to drive the momentum for the delivery of a working solution.
 - 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.
- Risks and Issues
 - 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) 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) 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#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 27 th February.	25/03/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					28/01: Opened	
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 matching and provide further advice on the fingerprint threshold parameters.	s 9(2)(a)		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) 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 regarding 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.	25/03/2025

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 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	While the number of sev 2 defects is reducing, the test case scenario variations being executed to retest defects are raising issues that require investigation effort. Additionally, the continued performance testing activities in the UAT environment are highlighting further issues that in some cases relate to invalid data (due to previous defect fixes). These activities are distracting from the core defect remediation NEC are focusing on to enable a suitable MVP for production. Good progress being made with the production data migration, with the remaining activities being the completion of Pseudo NIST, reconciliation report & MBIE review. This clears the path for the remaining infrastructure & software reinstallation. This will be followed by an initial delta migration. Progress on UAT Non-Functional & performance testing has resulted in some issues that have required hot fixes within the UAT environment to enable the data loading to continue while root cause analysis is completed and any permanent fixes deployed. Many of the defects being raised in UAT are related to High Availability – an aspect of the solution that is required for Go-Live. The support handover process with the Datacom team continues so that the Datacom team will have the required depth of knowledge to provide the Level 2 support for the solution. Issue I427 has been updated to reflect that this handover process is continuing through the final phase of the project. Potential Change requests for a variety of key areas including Security enhancements, S6(a) , data fix utilities and a non-functional item related to error handling all represent a potential risk for the go-live if MBIE determine that they are required for the Go-Live.	Status remains amber due to the impact of the remaining CR for override selection parameters, with a further changes that may be required for Go-Live.

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	A	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 – TBC.
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 MBIE review following NEC review & comments/updates. MSA finalized and ready for execution. IPE EULA to be provided to MBIE. MBIE progressing Support Transition SOW
Relationship	A	Relationship at working group levels very positive/productive – continued communication required at senior level to maintain a positive and productive 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	28-May-25	96		NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	A	07-Feb-25	30-May-25	76		Full cutover to occur closer to Go-Live – date continues to move.
Pre-Production Complete	A	07-Mar-25	16-Jun-25	66		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	A	8-Apr-25	07-Jul-25	60		Go-Live date aligned with MBIE planned date – driven by combination of defect remediation and CR work for MVP, and regression & security testing and other MBIE pre-go-live readiness activities.

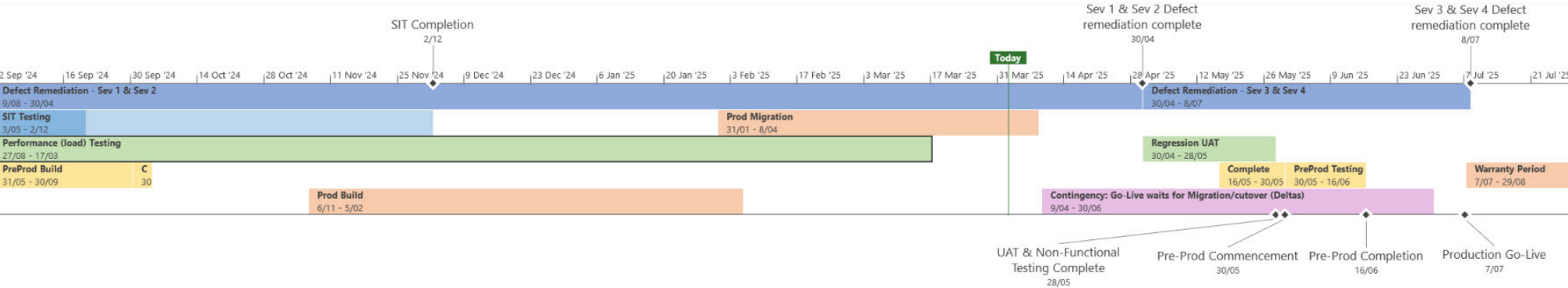
High Rated Issues			
#	Description	Impacts / Next Steps	RAG
I427	MBIE, as the System Integrator is ultimately responsible for the level 2 support, both during the project and post go-live. The most important aspect of this L2 support is the initial triage which involves extracting the logs, looking at 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 1.0.37	03/Apr/25
MBIE - BCU and IPE Defects :SIT Release 1.0.38 - overrides	17/Apr/25
MBIE - BCU and IPE Defects :SIT Release 1.0.38.1	24/Apr/25

Release 1.0.36 – Released 27th March (13)

- SIT Must have defects (13)
 - IBW
 - Workflow

Release 1.0.38 – To be Released 17th April

- CR148 – Overrides
- Time out issue
- MBIS stuck transactions

Release 1.0.37 – To be Released 03rd April

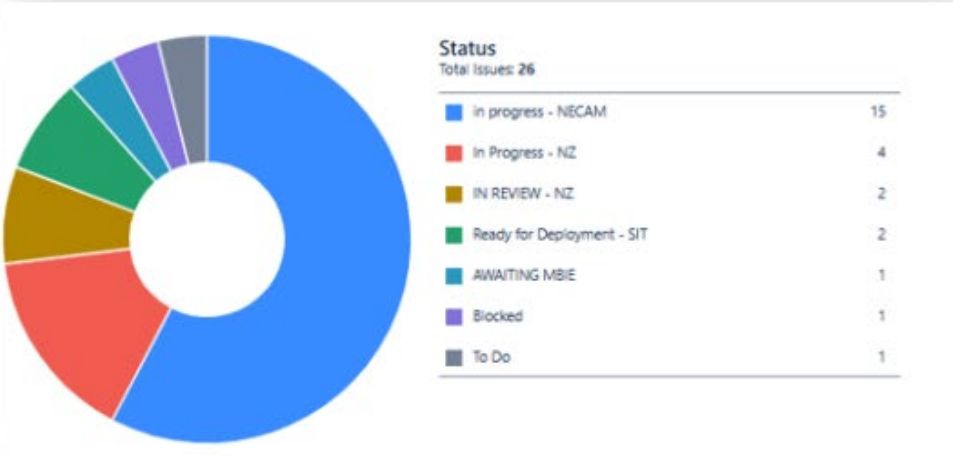
- SIT Must have defects
 - Dashboard and screen slowness
 - Database lock time out
 - Workflow sequence – fingerprints
 - Delete workflow sequence change

Release 1.0.38.1 – To be Released 17th April

- CR147 – Workflow sequencing

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live



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

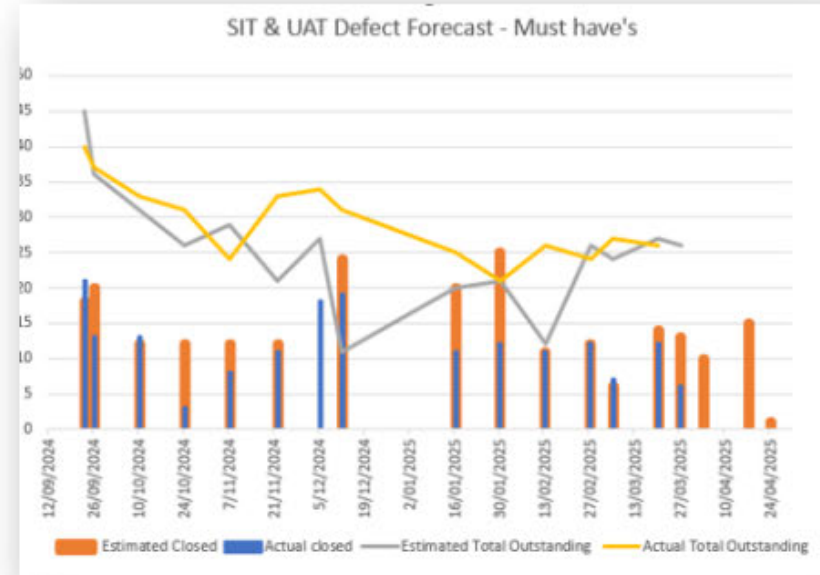
Defects : 26
With NECAM : 15
With MBIE: 1

Overall, 1 down from last report

Fixed for Go Live		
Status	Sev 2 - Major	T:
TO DO	1	1
BLOCKED	1	1
IN PROGRESS - NZ	4	4
READY FOR DEPLOYM...	2	2
IN PROGRESS - NECAM	15	15
IN REVIEW - NZ	2	2
AWAITING MBIE	1	1
Total Unique Issues:	26	26

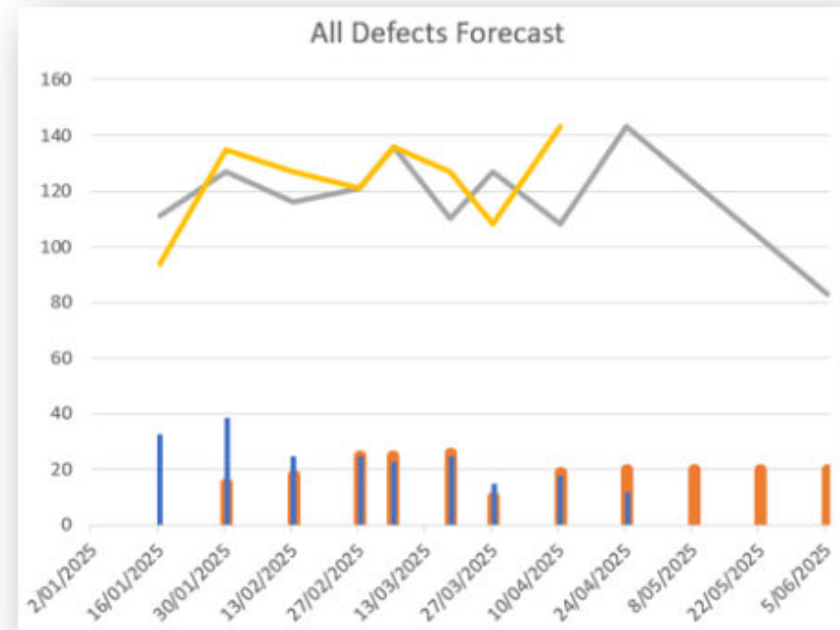
SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live

		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	26	24
Release 1.0.34.1	06/03/2025	6		7	4	24	27
Release 1.0.35	20/03/2025	14		12	12	27	27
Release 1.0.36	27/03/2025	13		6	11	26	26
Release 1.0.37	03/04/2025	10					
Release 1.0.38	17/04/2025	15					
Release 1.0.38.1	24/04/2025	1					

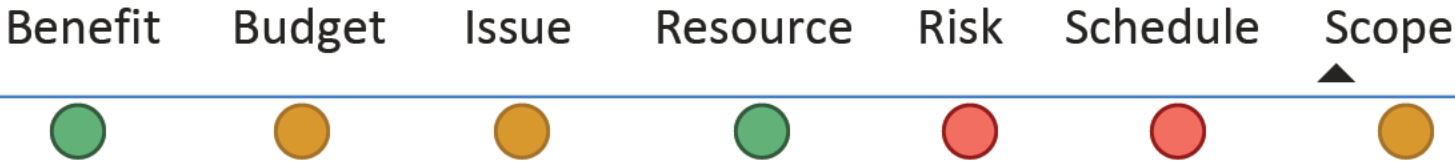


SIT & UAT - Defect Forecast : All defects

		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		17	21	108	108
Release 1.0.36	27/03/2025	20		11	22	143	143
Release 1.0.37	10/04/2025	20				123	
Release 1.0.38	24/04/2025	20				103	
Release 1.0.39	08/05/2025	20				83	
Release 1.0.40	22/05/2025	20				63	
Release 1.0.41	05/06/2025	20				43	
Release 1.0.41	05/06/2025	21				22	
Release 1.0.41	05/06/2025	22				0	



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	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost.
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	Highlighted Risks include: 1) Delays with the production release candidate MVP, s 6(c); 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.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to April 2025. Focus on MVP is causing delays for other areas of work and is causing downstream bottlenecks, posing a risk to the go-live date.
Scope	
comments	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	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	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. 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	s 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	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.

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
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Vendor Performance RAG

Cost	Quality	Resource	Time
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RAG Commentary

Benefit	
comments	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost.
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	Highlighted Risks include: 1) Delays with the production release candidate MVP, s 9(2)(a) 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.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to April 2025. Focus on MVP is causing delays for other areas of work and is causing downstream bottlenecks, posing a 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 1 April 2025

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HĪKINA WHAKATUTUKI

Defect Management and Go-live Activity as at 31 March 2025

- On 20 March, Release 1.0.35 was received with 14 defect remediations. 8 defects were opened post this release and before Release 1.0.36.
- Release 1.0.36 was installed on 27 March with a net of 6 remediations, noting 2 defects have been reopened. This leaves NEC with a total of **27** active 'Must Have' defects remaining.
- Release 1.0.37 will arrive on 10 April (with 11 remediations) and Release 1.0.38 with the CR148 (Override Rules) arriving on 24 April to potentially complete the MBIE MVP product. There is a risk that the results of the initial MBIE override testing 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 those NEC resources currently correcting workflow and defects, (2) data fixes that are expected to be requested as a capability after the application reaches MVP, (3) any additional change request(s) if required for MVP and, (4) MBIE security requirements/remediations and associated change request(s).

Month	July				August				September				October			November		December		January-25		February-25			March 25			April		May	
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	Reserve 5/12	12/12	16/1	30/1	13/2	24/2	27/2	13/3	20/3	27/3	10/04	24/4	1/05
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	1.0.38	1.0.39
Fixes delivered	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	6	11	7	9?
Remaining	65	74	78	77	62	47		50	51	55	43		39	36	30	26	29	21		32	34	38	30	28	26	29	18	27	16	9	
New/failed defects																				8	7	5	19		18		8	3			

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

-New defects; reason codes introduced from release 1.0.30, and defects are attributed from each previous release

-Defects are 'must haves' = Severity 2, Priority 3 and above)

- The below graph outlines the new defects raised and the reason since release 1.0.30.
- This view is shared between NEC and MBIE.

NEC defects post releases

	NEC-1.0.36	NEC-1.0.35	NEC-1.0.34.3	NEC-1.0.34.2	NEC-1.0.34	NEC-1.0.33	NEC-1.0.32.1	NEC-1.0.32	NEC-1.0.31	NEC-1.0.30	Total
Newly Identifie...	0	5	0	0	7	1	1	2	3	2	21
Failed Retest	2	0	0	0	2	0	0	0	0	0	4
Due to release	1	3	1	1	4	17	1	1	4	6	39
Total	3	8	1	1	13	18	2	3	7	8	64

[View query.](#)

Overall status is **Red**

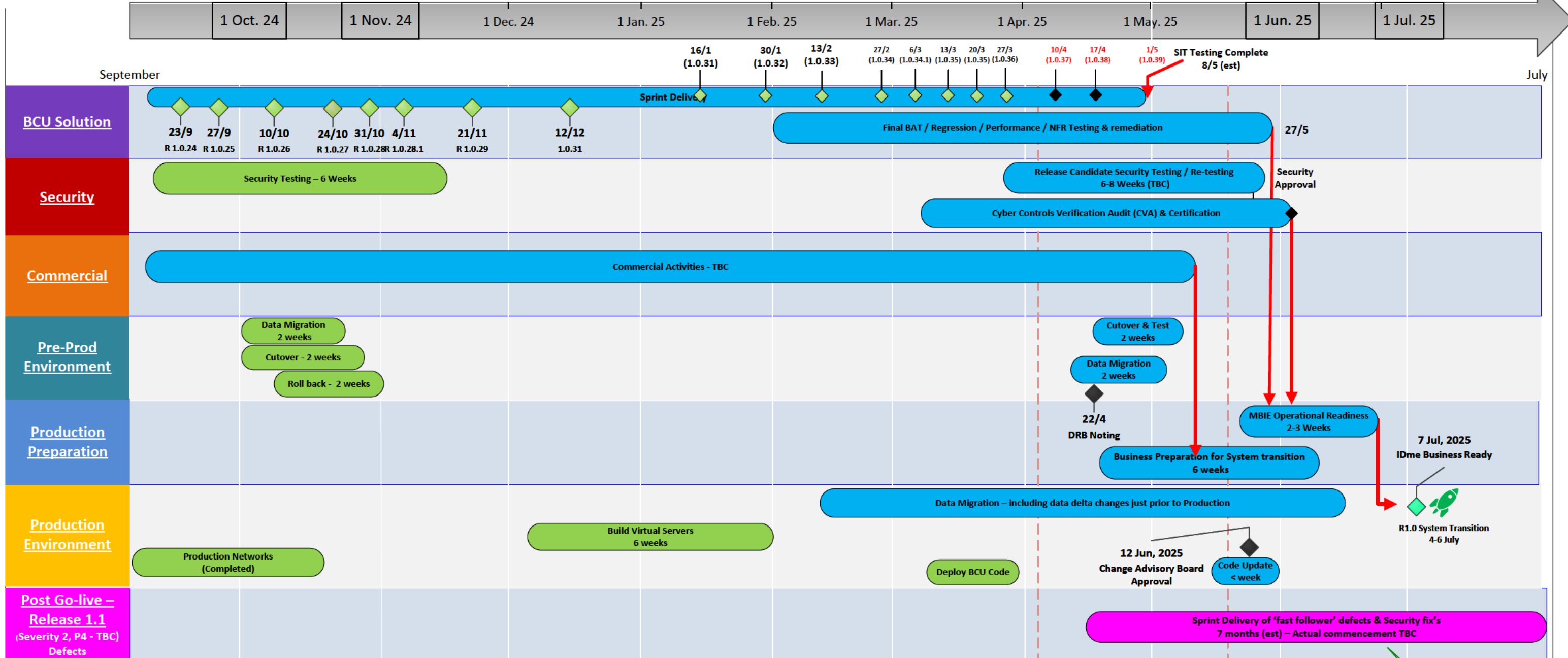
	Activity	RAG	Timeline to complete	Narrative	Responsibility
1	Master Services Agreement		➤ TBC Apr – MSA signed by NEC and returned to MBIE ➤ TBC Apr – MSA with MBIE CE for signature ➤ TBC Apr – MSA approved by both parties	28 March – MBIE sent a clean and compare versions of the MSA to NEC following agreement reached in the executive discussion held that morning. Status: MSA with NEC for confirmation it reflects agreements made in meeting on 28 March – both parties agreed that execution of the MSA will be parked until all other contractual documentation is ready.	s 9(2)(a)
2	End User Licence Agreement – BCU		➤ TBC Apr – 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 a copy of the IPE EULA has been received, MBIE are unable to advise if an updated comfort letter for both – or potentially a separate letter for each EULA - is required.</i>	
3	End User Licence Agreement – IPE		➤ TBC Apr – NEC to provide MBIE EULA ➤ TBC Apr – MBIE to advise NEC if comfort letter is required to address similar concerns (if any) raised ➤ TBC Apr – 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 a copy of the IPE EULA has been received, MBIE are unable to advise if an updated comfort letter for both – or potentially a separate letter for each EULA - is required.</i>	
4	IPE (Support) SoW		➤ TBC Apr – MBIE to use agreed security requirements from BCU Support SoW to add into IPE SoW. ➤ TBC Apr – SoW complete with Security additions - ready for Approval sent to NEC for signature ➤ TBC Apr – SoW signed by NEC and returned to MBIE ➤ TBC Apr – SoW with MBIE CE for signature ➤ TBC Apr – 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		➤ 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>	28 March – MBIE received updated BCU Support SoW from NEC. Status: MBIE to review latest version of BCU Support SoW. Meeting being arranged to discuss security with NEC week of 31 March 2025.	
6	Project Services Variation		➤ TBC Apr – NEC provide feedback ➤ TBC Apr – Agreement of variation reached ➤ TBC Apr – 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.	

Core Critical Path Activities

BCU Solution Major Activities	Start	Complete	RAG	Notes
Solution Delivery (SIT), Remediation and Testing	Ongoing	24 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	27 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	Apr 25	16 Jun 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	16 Jun 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	16 Jun 25		Inputs into Cutover activities the following week
Go-Live Transition	4 July 25	6 Jul 25		1 st Business day for usage: 7 July 2025
Commercials	Ongoing	30 Apr 25		TBC – Refer to Commercial update slide
MBIE User Training	31 Mar 25	Jun 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

School Holidays/
Easter/ANZAC Day
12-27 April 2025



Key:

Completed
Future
Separate Project
Critical Path



Abbreviations:

BAT = Business Acceptance Testing
DRB = Design Review Board
NFR = Non-functional Requirements
UAT = User Acceptance Testing (Environment)

Notes

- System Transition is currently scheduled from Thursday, 3 to Sunday 6 July, (business day outage required). IDme will be available for business use from Monday 7 July.
- 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
- Any slippage in completing SIT will most likely result in the go-live date extending.

In-Confidence

1 April 2025

Date & Time	Tuesday 22 nd April 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 22 APR 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), s 9(2)(a)
Apologies	s 9(2)(a)

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 25 March 2025 were accepted and actions updated.

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

- Status Report
 - Overall RAG Status is Amber
 - NEC are finalised the remaining few defects for remediation
 - The initiative to co-locate MBIE and NEC teams together was very useful
 - UAT Non-functional and performance Testing is approximately 50% completed, with a target completion by end May 2025.
 - Regression testing may start some days later than the scheduled Monday 28 April start date; however, it is looking positive.
 - Production data migration is complete; NEC are working through data issues, to be resolved prior to go-live.
 - Planning is under way for the installation of remaining infrastructure software, and reactivation of pre-production software.
 - Change Request S 6(c) is also currently under way.
 - Commercials are progressing with the BCU Support SoW; NEC are waiting to receive MBIEs revisions to review.
 - s 9(2)(a) advised that NEC will receive the latest iteration of the BCU Support SoW next week, and it was also highlighted that there are still other commercial documents that need to be resolved, however the BCU support contract was the most pressing.
 - It was noted that, except for CR145 (Modified requirement for processing when Biometrics unavailable), the change requests listed in the NEC Status Report as 'awaiting approval / confirmation from MBIE' were all related to Security.
 - As MBIE have previously advised that they are not currently proceeding with the security changes, the Security CRs will be closed/removed from the next NEC Status Report.
 - s 9(2)(a) are working through CR145 (Modified requirement for processing when Biometrics unavailable).
 - s 9(2)(a) raised a query around Photo Quality Checker (PQC), noting that MBIE had made the decision not to proceed with assessing the activities to upgrade PQC.
 - NEC believe the upgrade has business value and requested that this decision be reconsidered.
 - s 9(2)(a) advised that there is currently very little capacity for s 9(2)(a) to work on this, but he and Richard will further discuss PQC enhancements - **ACTION**
 - s 9(2)(a) advised that this was her last Steering Group meeting, and she is leaving NEC on 30th April; Richard thanked s 9(2)(a) for her support during the project.
- Commercials
 - Discussed under Status Report Update.
- Other business
 - No other business
- NEC Left the meeting at **11.33AM**

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

- Status Reports

- Taken as read.
- Overall Rag Status is Red
- An MVP Production Solution Candidate is close; MBIE should be able to confirm this after testing the release received on 17 April.
- Regression testing is planned to commence on 28 April and Business Acceptance Testing (BAT) should commence in mid-May.
- Matariki Weekend is still the target for project Go-Live; however, the decision is based on achieving an MVP.
- s 9(2)(a) is leading the completion of the implementation plan for Go-live, which is expected to be issued for internal review in the next two weeks. Parts of the plan will require input from various stakeholders.
- The final round of Security testing will start in 1 to 2 weeks' time.
- Ernst & Young have been engaged by Carolyn Tremain to review BCU and IPE for assurity purposes.
- Commercial Update – s 9(2)(a) *(redacted in the version of the minutes shared with NEC)*
 - A meeting was held on 16 April between MBIE and NEC around the BCU Support SoW, the outcome of which was closer alignment on the document inclusions.
 - s 9(2)(a) is reviewing NEC's feedback this week and will collate into a new version and both NEC and MBIE will meet again to progress.
- Risks and Issues
 - Not discussed

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

- No exec report tabled for this meeting

5. Other Business

- No other business

6. Summary of Action Points

- ACTION: Richard s 9(2)(a) will further discuss PQC enhancements.

Meeting finished at 11:58 AM



7. Open Actions – MBIE & NEC Combined

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 will be provided at the next Steering Group meeting.	s 9(2)(a)		22/04: s 9(2)(a) will discuss specific interventions to advance support activities, knowledge transfer and resourcing; an update will be provided at the next Steering Group meeting. (Moved to combined actions) 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	06/05/2025

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open actions	25/03/2025

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)		22/04: Action to be kept open until there is a clear path to a working solution 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 27 th February. 28/01: Opened	06/05/2025
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)		22/04: Work with Datacom on the Support Agreement is progressing. s 9(2)(a) to provide an update on the non-NEC support arrangements. 25/03: No update at this time	06/05/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					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	
AP#411	09/07/2024	s 9(2)(a) to provide Richard with further clarity on what needs to be completed, and by when, for the biometric and biographic override rules. 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)		22/04: s 9(2)(a) have the required access to enable testing to commence, however some 'good' identities have needed to be re-uploaded by DXC, as there were complications when they were first loaded. A key dependency for the fingerprint/ face thresholds and override rules is for s 9(2)(a) to complete the work. More certainty is needed about what needs to be done and by when, so that there is a clear path to resolution. 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) 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. INZ's 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	06/05/2025

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. § 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 (Closed Action more than 1 month will be removed).

AP#	Date	Action	Owner	Update/Comments
AP#452	22/04/2025	Richard § 9(2)(a) will further discuss PQC enhancements	Richard / § 9(2)(a)	22/04: Opened. Richard § 9(2)(a) discussed on 22 April; a meeting will be organised with NEC and S will be made available for one hour to assist. Action Closed
AP#445	11/02/2025	§ 9(2)(a) will provide a proposal of an enhanced testing regime at the next Steering Group meeting. <i>Redacted Action – MBIE Only</i>	§ 9(2)(a)	22/04: An enhanced testing regime may not be feasible with the current timeline. Action Closed. 25/03: Not discussed at the meeting; action to be carried over. 11/03: § 9(2)(a) will provide an update at the next SC on the proposed approach 25/02: § 9(2)(a) s working on a proposal and will provide this to § 9(2)(a) by Friday 28 February. 11/02: Opened
AP#451	11/03/2025	Issue I427 in the NEC PSR needs to be updated to reflect the situation correctly		22/04: Issue I427 has been resolved and closed. Action Closed 25/03: Opened
AP#450	25/03/2025	MBIE will advise NEC around the Security Change Requests by Tuesday, 1 st April		22/04: § 9(2)(a) confirmed via email that MBIE is not going ahead with the Security Change Requests at this time, however, they may be considered at a later date. . Action Closed 25/03: Opened
AP#449	25/03/2025	S will discuss CR149 § 9(2)(a) to ascertain whether it is required, and report back to NEC		22/04: § 9(2)(a) working through this with § 9(2)(a) – Action Closed. 25/03: 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

IN CONFIDENCE

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



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)

1. Minutes of previous meeting

- s 9(2)(a) noted that Action AP 447 was misinterpreted as the MVP would be delivered earlier then 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 s 6(c) may be required for s 6(a) 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) by 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
 - Taken as read.
 - There are many conversations happening between Executives from both MBIE and NEC.
 - The focus of these meetings is to drive the momentum for the delivery of a working solution.
 - 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.
- Risks and Issues
 - 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#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 27 th February.	25/03/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					28/01: Opened	
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.	s 9(2)(a)		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) 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 regarding 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.	25/03/2025

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 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 initiative to bring the testing teams together both physically and testing the same version of software has proven to be productive in terms of reducing the number of outstanding Sev 2 defects. The key objectives of this approach being to minimise the number of new defects being added and to have a laser-like focus for the teams remediating to clear all 26 defects in a rolled up release to SIT on 17th April. The current progress is indicating that this goal will largely be achieved, with a small handful of tickets that may need to be pushed to the release following 17th April. Progress on UAT Non-Functional & performance testing has resulted in some issues that have required investigation/remediation, and with only 50% of these tests cases completed, this represents a risk for further change being required that may impact the Go-Live version of software. Good progress being made with the production data migration, with the completion of Pseudo NIST and reconciliation report highlighting 12.6k records with face images that have not passed the required validation – despite being sufficient quality to be templated. Work is progressing to run a process that will enable these NISTs to be created with the existing images. This clears the path for the remaining infrastructure & software reinstallation. This will be followed by an initial delta migration as we head towards to production cutover. The support handover process with the Datacom team continues so that the Datacom team will have the required depth of knowledge to provide the Level 2 support for the solution. Issue 1427 has been closed to reflect the good progress in this area and the ELS phase will help to confirm if the required level of knowledge is in place. Potential Change requests for a variety of key areas including Security enhancements, S6(a), data fix utilities and a non-functional item related to error handling all represent a potential risk for the go-live if MBIE determine that they are required for the Go-Live.	Status remains amber due to the focus on completion of defect remediation and test execution required to confirm the production candidate prior to Regression Testing & readiness of the other environments.

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	R	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 – TBC.
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. Go-Live target date 23 rd June (Matariki Weekend)
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Resourcing bottleneck identified as the pre-prod and 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 updates for Security requirements. BCU Support SOW under MBIE review following NEC review & comments/updates. MSA finalized and ready for execution. IPE EULA to be provided to MBIE. MBIE

RAG Status of key Measures		
		progressing Support Transition SOW
Relationship	A	Relationship at working group levels very positive/productive – continued communication required at senior level to maintain a positive and productive approach.

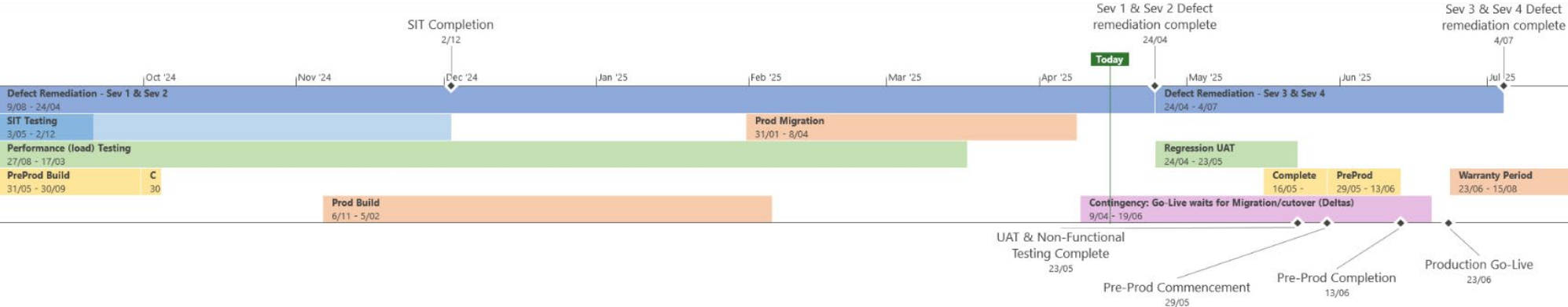
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24	02-Dec-24	0	0	Test case execution (retesting) and defect raising continues
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24	23-May-25	93	2	NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	A	07-Feb-25	29-May-25	75		Full cutover to occur closer to Go-Live – date continues to move.
Pre-Production Complete	A	07-Mar-25	13-Jun-25	65		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	A	8-Apr-25	23-Jun-25	49		Go-Live date aligned with MBIE planned date – driven by combination of defect remediation and CR work for MVP, and regression & security testing and other MBIE pre-go-live readiness activities.

High Rated Issues			
#	Description	Impacts / Next Steps	RAG

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>priority confirmed</i>) - Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction (sizing in progress)	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
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
146	Creation of a new role(s) in CLMS MariaDB	n/a		Completed/Delivered
147	Face Search Flow Search Result Parameter Changes (Capping)	2w		Completed/Delivered
148	Face & Biographics Search Flow Search Result Parameter Changes (Overrides)	3w		Completed/Delivered

High-level Schedule/Timeline



Release Road Map for MBIE



MBIE - BCU and IPE Defects :SIT Release 1.0.37 - Final Release

17/Apr/25

Release 1.0.36 – Released 27th March (13)

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

Release 1.0.36.1 – Released 8th April (20)

- Last of SIT Must have defects (11)

Release 1.0.36.2 – Released 14th April (13)

- SIT Must have defects (5)
- CR148

Release 1.0.37 – To be Released 17th April

All items from release 1.0.36.1, 1.0.36.2

- SIT Must have defects (21)
 - CR147
 - Stuck transactions
 - IBW
- CR148 enhancement
- IPE – Smartscan (2)

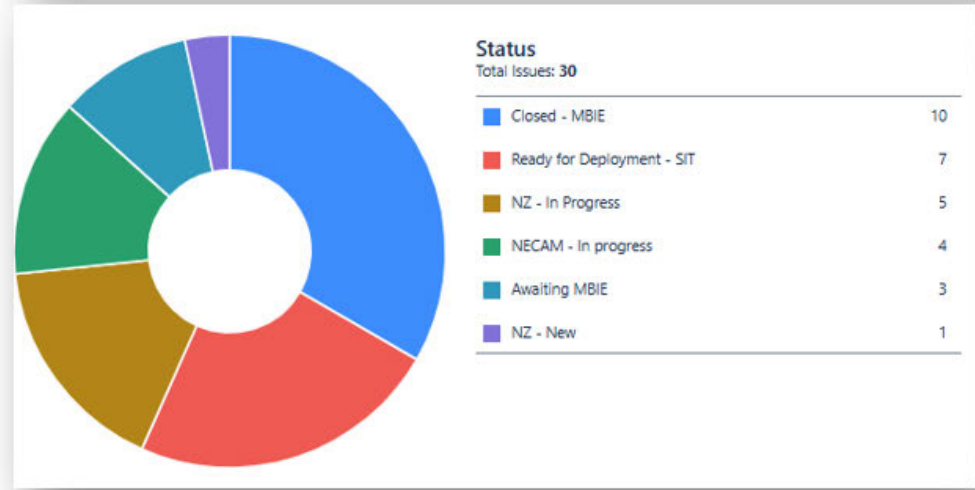
NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

Status	Sev 2 - Major	T:
TO DO	1	1
NZ - IN PROGRESS	5	5
READY FOR DEPLOYM...	7	7
NECAM - IN PROGRESS	4	4
NZ - NEW	1	1
AWAITING MBIE	2	2
CLOSED - MBIE	9	9
CLOSED - INFRASTRUC...	1	1
Total Unique Issues:	30	30

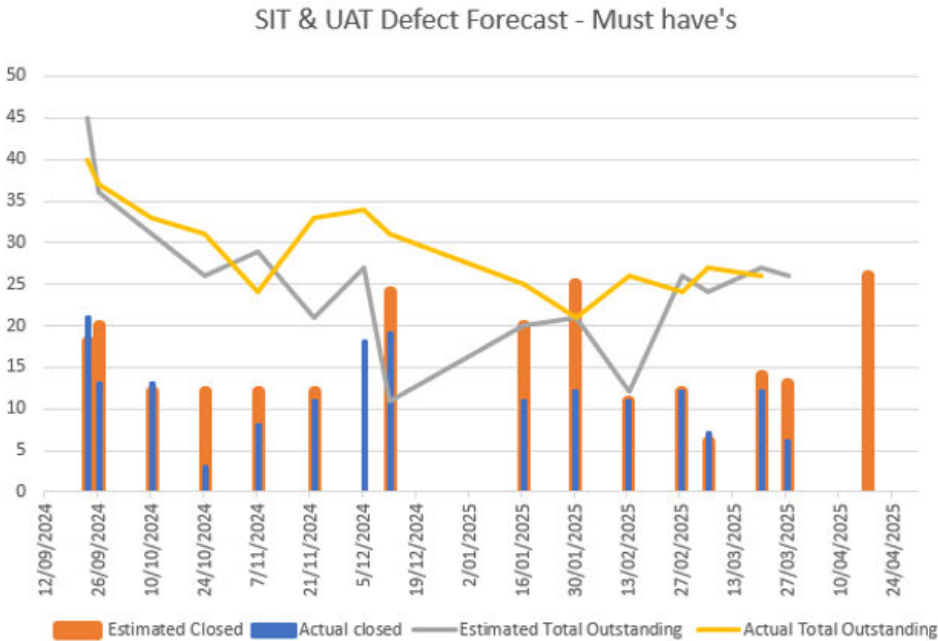
This is the number of SIT defects to be fixed before go live

Defects : 30
With NECAM : 4
With MBIE: 2



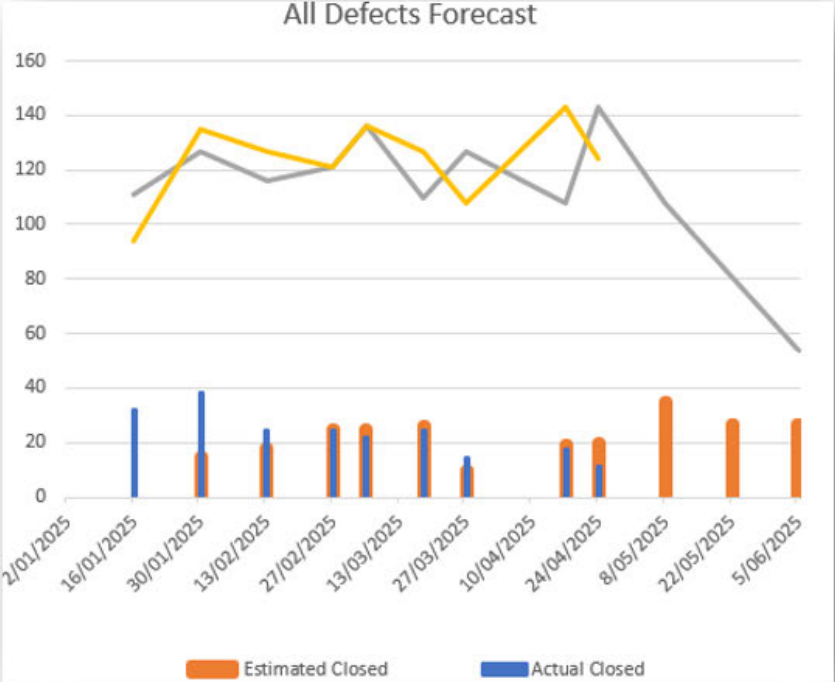
SIT & UAT - Defect Forecast : Severity 1 & 2 Must Fix Go Live

		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	24	24
Release 1.0.34.1	06/03/2025	6		7	4	27	27
Release 1.0.35	20/03/2025	14		12	12	26	27
Release 1.0.36	27/03/2025	13		6	11	0	26
Release 1.0.37	17/04/2025	26			3		0

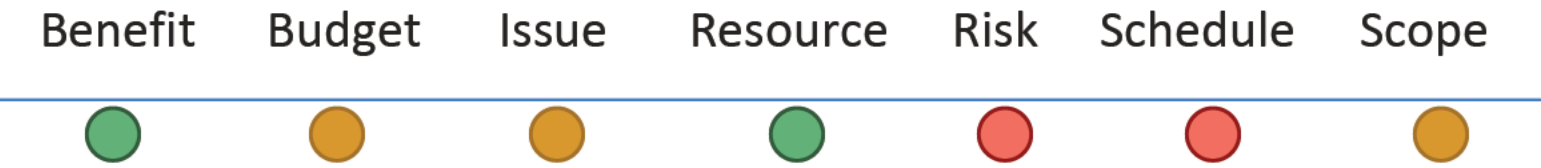


SIT & UAT - Defect Forecast : All defects

		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		17	21	108	101
Release 1.0.36	27/03/2025	20		11	22	143	143
Release 1.0.37	17/04/2025	35			10	108	124
Release 1.0.38	24/04/2025	27				81	
Release 1.0.39	08/05/2025	27				54	
Release 1.0.40	22/05/2025	27				27	
Release 1.0.41	05/06/2025	27				0	



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	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	Project is fully resourced
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, § 6(c) 3) Delays to Operational Readiness and technical support for transition to production BAU, 4) Delays with Commercial negotiations.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to April 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date.
Scope	
comments	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	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	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. 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	s 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	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.
34	
Issue Title	Data Structures not fit for purpose
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	04/05/2025

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
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RAG Commentary

Benefit	
comments	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	Project is fully resourced
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, 2) Delays to Operational Readiness and technical support for transition to production BAU, 3) Delays with Commercial negotiations.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to April 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date.
Scope	
comments	On track

Escalated Risks

Risk ID

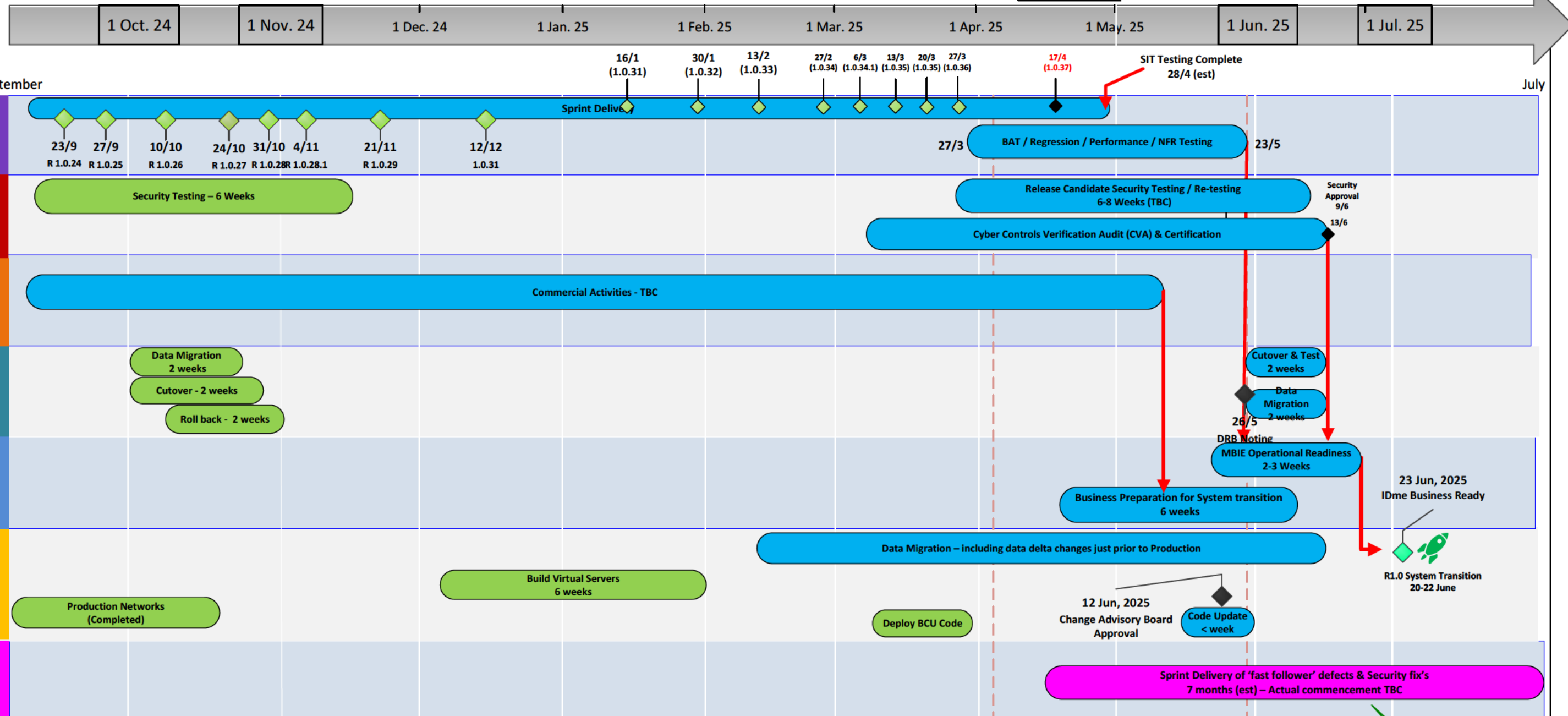
Escalated Issues

Issue ID



Biometric Capability Update Solution - DRAFT

School Holidays/
Easter/ANZAC Day
12-27 April 2025



Key:

- Completed (Green bar)
- Future (Blue bar)
- Separate Project (Pink bar)
- Critical Path (Red arrow)

Abbreviations:

- BAT = Business Acceptance Testing
- DRB = Design Review Board
- NFR = Non-functional Requirements
- UAT = User Acceptance Testing (Environment)

Go Live – Matariki Weekend (20-23 June) - Dependencies

- A working solution (MVP) must be received on 17 April 2024 and tested successfully by MBIE in the SIT environment by 24 April. E.g. All Defects severity 2, priority 3 or above are closed.
- Regression testing (including performance) must start on 28 April 2025 and run for 3- 4 weeks maximum, including defect resolution, and finish on 23 May 2025
- Override rule validation and modifications must be completed by 5 June 2025.
- Data Migration must be completed prior to production cutover (19 June)
- Pre-production cutover must commence on 26 May 2025
- Commercials must be completed prior to Operational readiness approval (12 June) including all vendors' confirmation they are ready to support BCU
- Operational readiness must be completed by 12 June
- 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 significant defect resolution - Any slippage will most likely result in the go-live date extending.

14 April 2025



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 06 May 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	11.00AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.05AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Commercial Update (internal) s 9(2)(a) • Risks & Issues	11.20AM	
4	Other Business	11.45AM	
5	Summary of Action Points (Time permitted)		

UPCOMING MEETINGS

Date	Time
Tuesday 20 May 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 22 nd April 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 22 APR 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

- Previous minutes for the Steering Group meeting on 25 March 2025 were accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - Overall RAG Status is Amber
 - NEC are finalised the remaining few defects for remediation
 - The initiative to co-locate MBIE and NEC teams together was very useful
 - UAT Non-functional and performance Testing is approximately 50% completed, with a target completion by end May 2025.
 - Regression testing may start some days later than the scheduled Monday 28 April start date; however, it is looking positive.
 - Production data migration is complete; NEC are working through data issues, to be resolved prior to go-live.
 - Planning is under way for the installation of remaining infrastructure software, and reactivation of pre-production.
 - Change Request s6(a) is also currently under way.
 - Commercial are progressing with the BCU Support SoW; NEC are waiting to receive MBIEs revisions to review.
 - s 9(2)(a) advised that NEC will receive the latest iteration of the BCU Support SoW next week, and it was also highlighted that there are still other commercial documents that need to be resolved, however the BCU support contract was the most pressing.
 - It was noted that, except for CR145 (Modified requirement for processing when Biometrics unavailable), the change requests listed in the NEC Status Report as 'awaiting approval / confirmation from MBIE' were all related to Security.
 - As MBIE have previously advised that they are not currently proceeding with the security changes, the Security CRs will be closed/removed from the next NEC Status Report.
 - s 9(2)(a) are working through CR145 (Modified requirement for processing when Biometrics unavailable).
 - s 9(2)(a) raised a query around Photo Quality Checker (PQC), noting that MBIE had made the decision not to proceed with assessing the activities to upgrade PQC.
 - NEC believe the upgrade has business value and requested that this decision be reconsidered.
 - s 9(2)(a) advised that there is currently very little capacity for their s 9(2)(a) to work on this, but he and Richard will further discuss PQC enhancements - **ACTION**
 - s 9(2)(a) advised that this was her last Steering Group meeting, and she is leaving NEC on 30th April; Richard thanked s 9(2)(a) for her support during the project.
- Commercial
 - Discussed under Status Report Update.
- Other business
 - No other business
- NEC Left the meeting at **11.33AM**

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

- Status Reports
 - Taken as read.
 - Overall Rag Status is Red
 - An MVP Production Solution Candidate is close; MBIE should be able to confirm this after testing the release received on 17 April.
 - Regression testing is planned to commence on 28 April and Business Acceptance Testing (BAT) should commence in mid-May.
 - Matariki Weekend is still the target for project Go-Live; however, the decision is based on achieving an MVP.
 - s 9(2)(a) is leading the completion of the implementation plan for Go-live, which is expected to be issued for internal review in the next two weeks. Parts of the plan will require input from various stakeholders.
 - The final round of Security testing will start in 1 to 2 weeks' time.
 - Ernst & Young have been engaged by Carolyn Tremain to review BCU and IPE for assurity purposes.
- Commercial Update – s 9(2)(a)
 - MBIE Confidential
- Risks and Issues
 - Not discussed

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

- No exec report tabled for this meeting

5. **Other Business**

- No other business

6. **Summary of Action Points**

- ACTION: Richard and s 9(2)(a) will further discuss PQC enhancements.

Meeting finished at 11:58 AM



7. Open Actions – MBIE & NEC Combined

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 will be provided at the next Steering Group meeting.	s 9(2)(a)		22/04: s 9(2)(a) will discuss specific interventions to advance support activities, knowledge transfer and resourcing; an update will be provided at the next Steering Group meeting. (Moved to combined actions) 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	06/05/2025

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open actions	25/03/2025

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)		22/04: Action to be kept open until there is a clear path to a working solution 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	06/05/2025
AP#411	09/07/2024	s 9(2)(a) to provide Richard with further clarity on what needs to be completed, and by when, for the biometric and biographic override rules.	s 9(2)(a)		22/04: s 9(2)(a) team have the required access to enable testing to commence, however some 'good' identities have needed to be re-uploaded by DXC, as there were complications when they were first loaded. A key	06/05/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
		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.			dependency for the fingerprint/ face thresholds and override rules is for s 9(2)(a) to complete the work. More certainty is needed about what needs to be done and by when, so that there is a clear path to resolution. 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) 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. INZ's 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) 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 (Closed Action more than 1 month will be removed).

AP#	Date	Action	Owner	Update/Comments
AP#452	22/04/2025	Richard s 9(2)(a) will further discuss PQC enhancements	s 9(2)(a)	22/04: Opened. Richard s 9(2)(a) discussed on 22 April; a meeting will be organised with NEC and s 9(2)(a) will be made available for one hour to assist. Action Closed
AP#451	11/03/2025	Issue I427 in the NEC PSR needs to be updated to reflect the situation correctly		22/04: Issue I427 has been resolved and closed. Action Closed 25/03: Opened
AP#450	25/03/2025	MBIE will advise NEC around the Security Change Requests by Tuesday, 1 st April		22/04: s 9(2)(a) confirmed via email that MBIE is not going ahead with the Security Change Requests at this time, however, they may be considered at a later date. . Action Closed 25/03: Opened
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		22/04: s 9(2)(a) is working through this with s 9(2)(a) – Action Closed . 25/03: 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	The major push to finalise the remediation of sev 2 defects and completion of test execution in SIT has resulted in the majority of the outstanding tickets being accepted, however further items have been raised that will be wrapped into the final release for production later this week. A large proportion of the remaining issues are linked to the UAT environment and HA functionality, so will not impact the progress of the critical path activity of regression testing. Progress on UAT Non-Functional & performance testing has resulted in some issues that have required investigation/remediation, and with this activity occurring in the same environment as regression testing, this represents a risk for further change being required that may impact the Go-Live version of software. Close management of this activity will be required to ensure issues identified are valid for the go-live software. Good progress being made with the production data migration, with the completion of Pseudo NIST and reconciliation report highlighting 12.6k records with face images that have not passed the required validation – despite being sufficient quality to be templated. Work is progressing to run a process that will enable these NISTs to be created with the existing images. This clears the path for the remaining infrastructure & software reinstallation. This will be followed by an initial delta migration as we head towards production cutover. The support handover process with the Datacom team continues so that the Datacom team will have the required depth of knowledge to provide the Level 2 support for the solution. The ELS phase will help to confirm if the required level of knowledge is in place. Potential Change requests for a variety of key areas including Security enhancements, s6(a) , data fix utilities and a non-functional item related to error handling all represent a potential risk for the go-live if MBIE determine that they are required for the Go-Live.	Status remains amber due to the focus on completion of defect remediation and test execution required to confirm the production candidate prior to Regression Testing & readiness of the other environments.

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. Agreed to progress s6(a) assist with NEC training.
Budget	R	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 – TBC.
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. Go-Live target date 23 rd June (Matariki Weekend) – MBIE TBC
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Resourcing bottleneck identified as the pre-prod and 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 updates for Security requirements. BCU Support SOW under MBIE review following NEC review & comments/updates. MSA finalized and ready for execution. IPE EULA to be provided to MBIE. MBIE no longer progressing Support Transition SOW.

RAG Status of key Measures

Relationship	A	Relationship at working group levels very positive/productive – continued communication required at senior level to maintain a positive and productive approach.
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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	23-May-25	93	2	NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	A	07-Feb-25	29-May-25	75		Full cutover to occur closer to Go-Live – date continues to move.
Pre-Production Complete	A	07-Mar-25	13-Jun-25	65		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	A	8-Apr-25	23-Jun-25	49		Go-Live date aligned with MBIE planned date – driven by combination of defect remediation and CR work for MVP, and regression & security testing and other MBIE pre-go-live readiness activities.

High Rated Issues

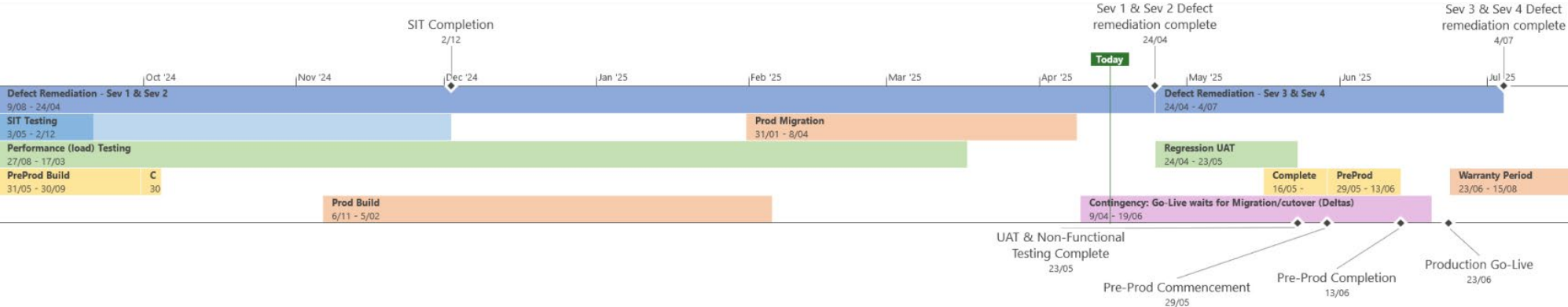
#	Description	Impacts / Next Steps	RAG

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>priority confirmed</i>) - Assess sizing of remaining high priority "Must" items & provide CR to Steering Group for approval/direction (sizing completed) - MBIE to confirm direction	A

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		MBIE confirmed not required for Go-Live – status set to Deferred.
137	IDME-05 - Batch Job Command Execution	TBC		MBIE confirmed not required for Go-Live – status set to Deferred.
139	INF-04/INF-08 - Insecure Storage of Credentials & Sensitive Command Line Arguments	TBC		MBIE confirmed not required for Go-Live – status set to Deferred.
140	INF-11 - Lack of Authentication	TBC		MBIE confirmed not required for Go-Live – status set to Deferred.
142	LMS-10 - Clear Text Protocols - Implement Workstation TPM	TBC		MBIE confirmed not required for Go-Live – status set to Deferred.
145	Modified requirement for processing when Biometrics unavailable	TBC		Awaiting confirmation from MBIE

High-level Schedule/Timeline



Release Road Map for MBIE

MBIE - BCU and IPE Defects SIT Release 1.0.38

02/May/25

Release 1.0.37 – Released 17th April

All items from release 1.0.36.1, 1.0.36.2

- SIT Must have defects (22)
 - CR147
 - Stuck transactions
 - IBW
- CR148 enhancement
- IPE – Smartscan (2)

Release 1.0.38 – Release Planned 2nd May (10)

- SIT Must have defects (3)
 - Workflow
 - Reveal image display
 - Reveal slowness
- UAT time out issue
- CR148 Pre-filter
- Pseudo Nist fix

NEC Testing Update

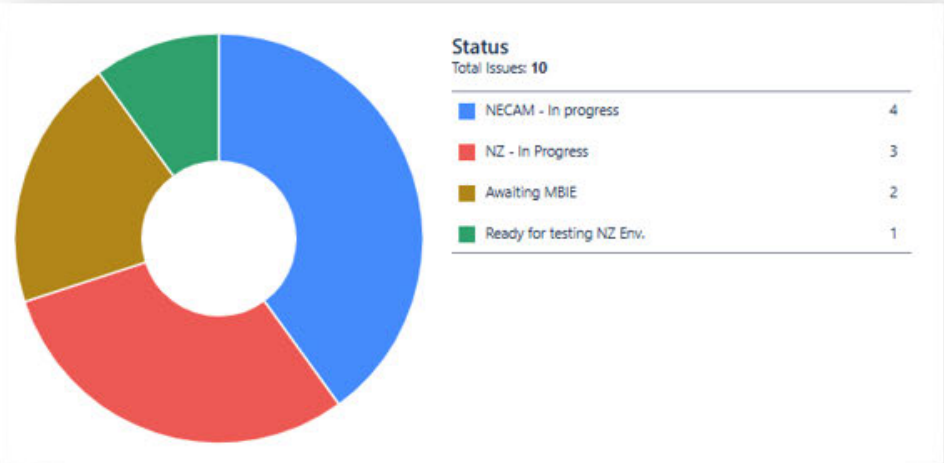
MBIE Defects Required to be Fixed for Go Live

All Severity 2 defects by Business Priority - MVP

Status	Sev 2 - Major	T:
NZ - IN PROGRESS	3	3
READY FOR TESTING N...	1	1
NECAM - IN PROGRESS	4	4
AWAITING MBIE	2	2
Total Unique Issues:	10	10

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

Defects : 10
With NECAM : 4
With MBIE: 2

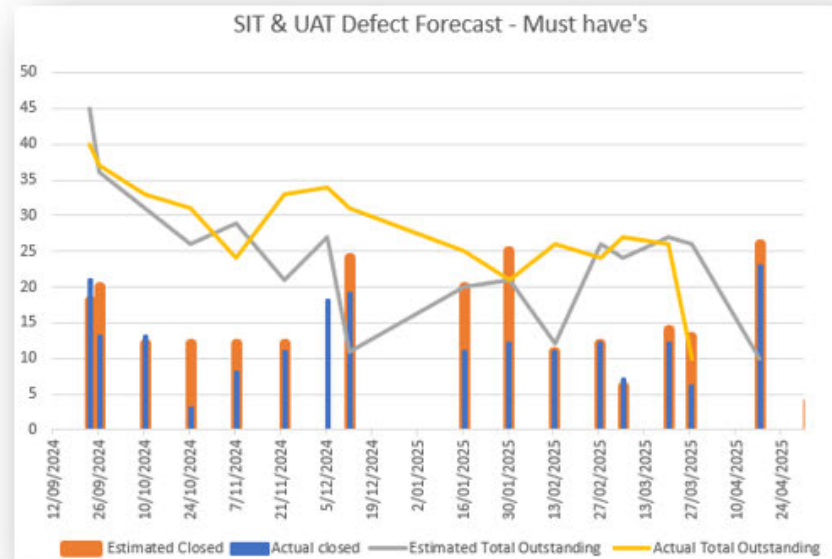


A big push has been made on getting all these defects fixed however another five new defects were found after the release 1.0.37 – only two were regression the others are either change request or UAT environment related (HA).

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

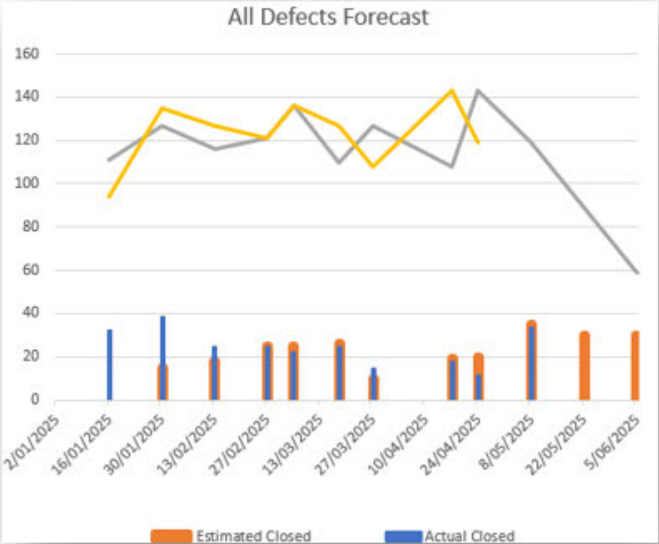
		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	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	26	24
Release 1.0.34.1	06/03/2025	6		7	4	24	27
Release 1.0.35	20/03/2025	14		12	12	27	27
Release 1.0.36	27/03/2025	13		6	11	26	26
Release 1.0.37	17/04/2025	26		23	5	10	6
Release 1.0.38	02/05/2025	4					

Two defects reopened



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		17	21	108	101
Release 1.0.36	27/03/2025	20		11	22	143	143
Release 1.0.37	17/04/2025	35		33	16	119	119
Release 1.0.38	24/04/2025	30				89	
Release 1.0.39	08/05/2025	30				59	
Release 1.0.40	22/05/2025	30				27	
Release 1.0.41	05/06/2025	29				0	



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	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	The project is fully resourced but needing to extend contractors past their tenure to keep their project specific knowledge and experience.
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, § 6(c) 3) Delays to Operational Readiness and technical support for transition to production BAO, 4) Delays with commercial negotiations.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to April 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date. There is a high likelihood that the project go-live will have to be postponed into the next financial year.
Scope	
comments	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	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	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. 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	s 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	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.
34	
Issue Title	Data Structures not fit for purpose
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	04/05/2025

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	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	The project is fully resourced but needing to extend contractors past their tenure to keep their project specific knowledge and experience.
Risk	
comments	Highlighted Risks include: 1) Dependency on BCU; 2) Delays with the production release candidate MVP, s 6(c) 4) Delays to Operational Readiness and technical support for transition to production BAU.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to April 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date. Most delays are experienced on 3644 - BCU but directly impacting IPE. There is a high likelihood that the project go-live will have to be postponed into the next financial year.
Scope	
comments	On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



Date & Time	Tuesday 20 th May 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 20 MAY 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), s 9(2)(a) [Redacted] [Redacted]
Apologies	s 9(2)(a) [Redacted]

Note - Red text highlights information not contained in the version of the Steering Group minutes shared with NEC

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 22 April 2025 were accepted and actions updated.

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

- Status Report
 - Overall RAG Status is Red due to additional severity 2 defects being raised; this impacts the delivery schedule including the workflow changes.
 - Query from s 9(2)(a): Carolyn Tremain asked s 9(2)(a) last Friday (16 May) if NEC would be able to deliver the workflow defects earlier than this Thursday (22 May); was this able to progress?
 - No; although NEC staff have been working overtime to try and bring this forward, the defects still need to be tested in the NEC System Test environment and are scheduled for delivery to MBIE by the end of this week (23 May).
 - s 9(2)(a) when will MBIE be able to provide confirmation of a Go-live date?
 - s 9(2)(a) Go-live date confirmation is probably 2.5 to 3 weeks away; this is contingent on having a working solution by the middle of next week (w/c 26 May) including running data to confirm override rules and completing a round of regression testing.
 - Support handover with Datacom continues to progress.
 - NEC NZ are working through the queries on data structures; an internal workshop is scheduled for this afternoon, with a follow-up workshop including NECAM to be scheduled.
 - A change request may be required for data fix utilities.
 - Richard clarified that no change requests will be approved unless either he or s 9(2)(a) have determined that they are critical, and required for go-live.
- Commercial
 - s 9(2)(a) MBIE haven't received the IPE EULA, which was expected last week (w/e 16 May); is there any progress on this? s 9(2)(a) following up internally.
 - s 9(2)(a) to follow up a timeframe, regarding the IPE EULA. **ACTION**
 - s 9(2)(a) MBIE are awaiting an estimate around the Security Vulnerability scans and an example of a report, which was expected last week; is there any progress on this?
 - s 9(2)(a) has followed up with NECAM and will follow this up again for a response this week. **ACTION**
- Other business
 - Overrides: s 9(2)(a) provided a slide view of what MBIE database queries are required regarding Overrides. s 9(2)(a) requested a copy of the slide. **ACTION** - s 9(2)(a)
 - A first round of answers will help to take steps toward the end goal; once NEC answers questions answered and s 9(2)(a) facilitating within NEC the people required.
 - NECAM database support was offered by s 9(2)(a) at the Executive meeting last Friday (16 May).
 - s 9(2)(a) noted that it would be useful to have the NEC and NECAM resources arranged for a database conversation with s 9(2)(a) within the week. **ACTION** - s 9(2)(a)
- NEC Left the meeting at **11.29AM**

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

- Status Reports
 - Taken as read.
 - Overall Rag Status is Red
 - The project is currently within budget and Whole of Life Cost and once the first round of regression testing is successfully completed, the project will be capitalised.
 - Funding for this FY would then be sourced from underspend that s 9(2)(a) has identified.
 - A Paper is being submitted to the Immigration System Governance Group (ISGG) regarding funding for the values stream, which includes amongst other items, 'Fast Followers' and the Security 'Walled Garden' work.
 - BCU is 2-3 weeks away from having a confirmed end to end solution, with a July Go-live date still expected, however later in July as a result of continual defect remediation.
 - The decision to go live will be based on completing a round of regression testing, confirming Enterprise Data Warehouse timelines, Override rules finalised, and sign off on commercials.
 - A conversation was had at the weekly meeting with NEC Executives around the provision of NECAM resources for Go-live.
 - s 9(2)(a) Richard provided an update to the Delivery Governance Board yesterday (19 May).
 - Richard has been requested to provide regular verbal updates at the Immigration Monthly Operations Manager Meeting (IMOM).
 - s 9(2)(a) will socialise the draft BCU Implementation plan internally by the end of this week (23 May).
 - 'Train the Trainer' is planned for IPE in mid-June.
 - There is still a lot to cover regarding training; the content is on track, however the plan to have all business users trained requires needs further work.
 - A weekly internal Executive Dashboard Report and a weekly internal Dashboard for the Minister of Immigration have been added to project reporting cycles; these will be sent to internal Steering Group members for informal purposes.
- Risks and Issues
 - Not discussed

4. Other Business

- NEC Services; ongoing T&M services from April 2025 are not being paid for by the project, but will be worked through at executive level based on going live.
- s 9(2)(a) (Digital Operations Response) is working on potential rollback options for post go live scenarios. s 9(2)(a) noted that it may be worth running a rehearsal for rollback, in case go-live doesn't go well. s 9(2)(a) advised that some testing will be undertaken.
- The final draft of the communications plan will be socialised with MBIE Steering Group Members first to ensure that those requiring information on BCU cutover (for example, the Immigration Contact centre) are covered. **ACTION:** s 9(2)(a)
- s 9(2)(a) is completing an implementation plan with EY and this will be circulated internally for review including the Steering Committee members.

5. Summary of Action Points

- ACTION s 9(2)(a) to follow up a timeframe this week regarding the IPE EULA.
- ACTION s 9(2)(a) to follow up for an estimate from NECAM for the security vulnerability scans.
- ACTION s 9(2)(a) to send s 9(2)(a) a copy of the Override Slide presented at this meeting.
- ACTION s 9(2)(a) to arrange a database conversation between NEC and NECAM resources and s 9(2)(a) within the week.

Meeting finished at 12:06 PM



6. Open Actions – MBIE & NEC Combined

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 will be provided at the next Steering Group meeting.	s 9(2)(a)		23/05: Update as below – propose to close action s 9(2)(a) are in active discussion on knowledge sharing from NEC to Datacom, NEC support in SIT, NEC assistance in UAT and NEC's deployment and validation activities across all environments (except UAT and including Preproduction and Production). Datacom has been actively working on 'Abort', 'Wait' and stuck transactions, and last week MBIE engaged on the need for them to proactively monitor and advise on UAT health as we progress regression testing and load testing. NEC have been reaching out to Datacom, and will continue to do so, to assist with knowledge sharing in Datacom's UAT support activities. MBIE is encouraging Datacom support to proactively fill in any perceived gaps during deployment events noting Datacom are actioning most deployments in UAT. 20/05: s 9(2)(a) to provide written update 22/04: s 9(2)(a) discuss specific interventions to advance support activities, knowledge transfer and resourcing; an update will be provided at the next Steering Group meeting. (Moved to combined actions) 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	03/06/2025

7. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#453	20/05/2025	s 9(2)(a) to follow up a timeframe this week regarding the IPE EULA.	s 9(2)(a)		26/05: IPE EULA sent to MBIE – propose to close action 20/05: Opened	23/05/2025
AP#454	20/05/2025	s 9(2)(a) to follow up for an estimate from NECAM for the security vulnerability scans.			20/05: Opened	03/06/2025
AP#456	20/05/2025	s 9(2)(a) to arrange a database conversation between NEC and NECAM resources and s 9(2)(a), within the week.			23/05: Meeting held and follow up meetings arranged – propose to close action. 20/05: Opened	23/05/2025

8. 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)		22/04: Action to be kept open until there is a clear path to a working solution 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	03/06/2025
AP#439	14/01/2025	s 9(2)(a) to facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>			20/05: No update at this time 22/04: Work with Datacom on the Support Agreement is progressing. s 9(2)(a) to provide an update on the non-NEC support arrangements. 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	03/06/2025
AP#411	09/07/2024	s 9(2)(a) to provide Richard with further clarity on what needs to be completed, and by when, for the biometric and biographic override rules. 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.			20/05: Discussed during the meeting; action to remain open. 22/04: s 9(2)(a) have the required access to enable testing to commence, however some 'good' identities have needed to be re-uploaded by DXC, as there were complications when they were first loaded. A key dependency for the fingerprint/ face thresholds and override rules is for s 9(2)(a) to complete the work. More certainty is needed about what needs to be done and by when, so that there is a clear path to resolution. 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)	03/06/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					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) 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.	

9. Recently Closed Actions (Closed Action more than 1 month will be removed).

AP#	Date	Action	Owner	Update/Comments
AP#455	20/05/25	s 9(2)(a) to send s 9(2)(a) a copy of the Override Slide presented at this meeting.	s 9(2)(a)	20/05: Slide presentation emailed to s 9(2)(a) – Action Closed 20/05: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

IN CONFIDENCE

10. 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, 20 May 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	11.00AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.05AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Commercial Update (internal) s 9(2)(a) • Risks & Issues	11.20AM	
4	Other Business	11.45AM	
5	Summary of Action Points	11.55AM	

UPCOMING MEETINGS

Date	Time
Tuesday 03 June 2025	11.00AM – 12.00 PM
Tuesday 17 June 2025	11.00AM – 12.00 PM
Tuesday 01 July 2025	11.00AM – 12.00 PM
Tuesday 15 July 2025	11.00AM – 12.00 PM
Tuesday 29 July 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 22 nd April 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 22 APR 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

- Previous minutes for the Steering Group meeting on 25 March 2025 were accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - Overall RAG Status is Amber
 - NEC are finalised the remaining few defects for remediation
 - The initiative to co-locate MBIE and NEC teams together was very useful
 - UAT Non-functional and performance Testing is approximately 50% completed, with a target completion by end May 2025.
 - Regression testing may start some days later than the scheduled Monday 28 April start date; however, it is looking positive.
 - Production data migration is complete; NEC are working through data issues, to be resolved prior to go-live.
 - Planning is under way for the installation of remaining infrastructure software, and reactivation of pre-production.
 - Change Request s6(a) is also currently under way.
 - Commercial are progressing with the BCU Support SoW; NEC are waiting to receive MBIEs revisions to review.
 - s 9(2)(a) advised that NEC will receive the latest iteration of the BCU Support SoW next week, and it was also highlighted that there are still other commercial documents that need to be resolved, however the BCU support contract was the most pressing.
 - It was noted that, except for CR145 (Modified requirement for processing when Biometrics unavailable), the change requests listed in the NEC Status Report as 'awaiting approval / confirmation from MBIE' were all related to Security.
 - As MBIE have previously advised that they are not currently proceeding with the security changes, the Security CRs will be closed/removed from the next NEC Status Report.
 - s 9(2)(a) are working through CR145 (Modified requirement for processing when Biometrics unavailable).
 - s 9(2)(a) raised a query around Photo Quality Checker (PQC), noting that MBIE had made the decision not to proceed with assessing the activities to upgrade PQC.
 - NEC believe the upgrade has business value and requested that this decision be reconsidered.
 - s 9(2)(a) advised that there is currently very little capacity for their s 9(2)(a) to work on this, but he and Richard will further discuss PQC enhancements - **ACTION**
 - s 9(2)(a) advised that this was her last Steering Group meeting, and she is leaving NEC on 30th April; Richard thanked s 9(2)(a) for her support during the project.
- Commercial
 - Discussed under Status Report Update.
- Other business
 - No other business
- NEC Left the meeting at **11.33AM**

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

- Status Reports
 - Taken as read.
 - Overall Rag Status is Red
 - An MVP Production Solution Candidate is close; MBIE should be able to confirm this after testing the release received on 17 April.
 - Regression testing is planned to commence on 28 April and Business Acceptance Testing (BAT) should commence in mid-May.
 - Matariki Weekend is still the target for project Go-Live; however, the decision is based on achieving an MVP.
 - s 9(2)(a) is leading the completion of the implementation plan for Go-live, which is expected to be issued for internal review in the next two weeks. Parts of the plan will require input from various stakeholders.
 - The final round of Security testing will start in 1 to 2 weeks' time.
 - Ernst & Young have been engaged by Carolyn Tremain to review BCU and IPE for assurity purposes.
- Commercial Update: s 9(2)(a)
 - MBIE Confidential
- Risks and Issues
 - Not discussed

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

- No exec report tabled for this meeting

5. **Other Business**

- No other business

6. **Summary of Action Points**

- ACTION: Richard s 9(2) will further discuss PQC enhancements.

Meeting finished at 11:58 AM



7. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#448	11/03/2025	s 9(2)(a) meet with s 9(2)(a) (MBIE) to discuss handover/ knowledge transfer, support tasks, and resourcing; s 9(2)(a) provide an update will be provided at the next Steering Group meeting.	s 9(2)(a)		22/04: s 9(2)(a) will discuss specific interventions to advance support activities, knowledge transfer and resourcing; an update will be provided at the next Steering Group meeting. (Moved to combined actions) 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	06/05/2025

8. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current NEC Open actions	25/03/2025

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)		22/04: Action to be kept open until there is a clear path to a working solution 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 27 th February. 28/01: Opened	06/05/2025
AP#411	09/07/2024	s 9(2)(a) to provide Richard with further clarity on what needs to be completed, and by when, for the biometric and biographic override rules.			22/04: s 9(2)(a) have the required access to enable testing to commence, however some 'good' identities have needed to be re-uploaded by DXC, as there were complications when they were first loaded. A key	06/05/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
		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.			dependency for the fingerprint/ face thresholds and override rules is for s 9(2)(a) to complete the work. More certainty is needed about what needs to be done and by when, so that there is a clear path to resolution. 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) 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 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 (Closed Action more than 1 month will be removed).

AP#	Date	Action	Owner	Update/Comments
AP#452	22/04/2025	Richard s 9(2)(a) will further discuss PQC enhancements	Richard s 9(2)(a)	22/04: Opened. Richard s 9(2)(a) discussed on 22 April; a meeting will be organised with NEC and s 9(2)(a) will be made available for one hour to assist. Action Closed
AP#451	11/03/2025	Issue I427 in the NEC PSR needs to be updated to reflect the situation correctly	s 9(2)(a)	22/04: Issue I427 has been resolved and closed. Action Closed 25/03: Opened
AP#450	25/03/2025	MBIE will advise NEC around the Security Change Requests by Tuesday, 1 st April		22/04: s 9(2)(a) confirmed via email that MBIE is not going ahead with the Security Change Requests at this time, however, they may be considered at a later date. . Action Closed 25/03: Opened
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		22/04: s 9(2)(a) working through this with s 9(2)(a) – Action Closed . 25/03: 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	Further issues being raised and requiring investigation and remediation have impacted the ability to deliver the CRs for face match outcome clarification. This has resulted in an expected final production version delivery to SIT in the week commencing 19th May. The remaining outstanding defects are largely related to HA functionality, so are not expected to impact the progress of the critical path activity of regression testing. Progress on UAT Non-Functional & performance testing has been challenged by the outstanding HA defects and the parallel testing of Security, Regression and BAT. This represents a risk for further change being required that may impact the Go-Live version of software. Close management of this activity will be required to ensure issues identified are valid for the go-live software. Work is progressing to run a process that will enable these Pseudo NIST records to be created with the existing non-standard images. This will clear the path for the remaining software reinstallation (following the completion of the infrastructure components). This will be followed by an initial delta migration as we head towards production cutover. The support handover process with the Datacom team continues with further targeted workshops so that the Datacom team will have the required depth of knowledge to provide the Level 2 support for the solution. The ELS phase will help to confirm if the required level of knowledge is in place. Potential Change requests for a variety of key areas including s6(a) change, data fix utilities and a non-functional item related to error handling all represent a potential risk for the go-live if MBIE determine that they are required for the Go-Live. Queries and questions on the data structures document that was provided to MBIE on 24/5/2024 have highlighted an urgent need to involve the appropriate technical resources from NEC. These are being reviewed locally prior to involving the NECAM team.	Status RED due to additional sev 2 tickets being raised that require investigation and remediation impacting schedule, and delay in confirmation of go-live resulting in Budget impacts.

RAG Status of key Measures		
Scope	A	A request to progress a datafix in UAT, plus CR145 for error handling in non-functional scenario are likely representing an increase in scope. Agreed to progress s6(a) to assist with NEC training.
Budget	R	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 – TBC.
Schedule	R	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed that Go-Live target date 23 rd June (Matariki Weekend), but indicating this may need to move to July – MBIE formal confirmation via CR TBC.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Resourcing bottleneck identified as the pre-prod and 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	R	IPE SOW Variance for Hardware Removal ready for execution. Security Requirements to be progressed as a separate SOW to avoid duplication and allow support sows to be finalised. BCU Support SOW under NEC review following MBIE review & comments/updates. MSA finalised and ready for execution. IPE EULA to be provided to MBIE. MBIE no longer progressing Support Transition SOW.

RAG Status of key Measures

Relationship	A	Relationship at working group levels very positive/productive – continued communication required at senior level to maintain a positive and productive approach.
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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	23-May-25	93	2	NF Testing & performance testing activities further delayed due to new dependencies on MVP & new Sev 2 defects.
Pre-Production Commencement	A	07-Feb-25	29-May-25	75		Full cutover to occur closer to Go-Live – date continues to move.
Pre-Production Complete	A	07-Mar-25	13-Jun-25	65		Pre-production will not complete cutover until late as possible for BAU support purposes
Production Go-Live	R	8-Apr-25	23-Jun-25	49		Go-Live date requires update when MBIE confirm

High Rated Issues

#	Description	Impacts / Next Steps	RAG

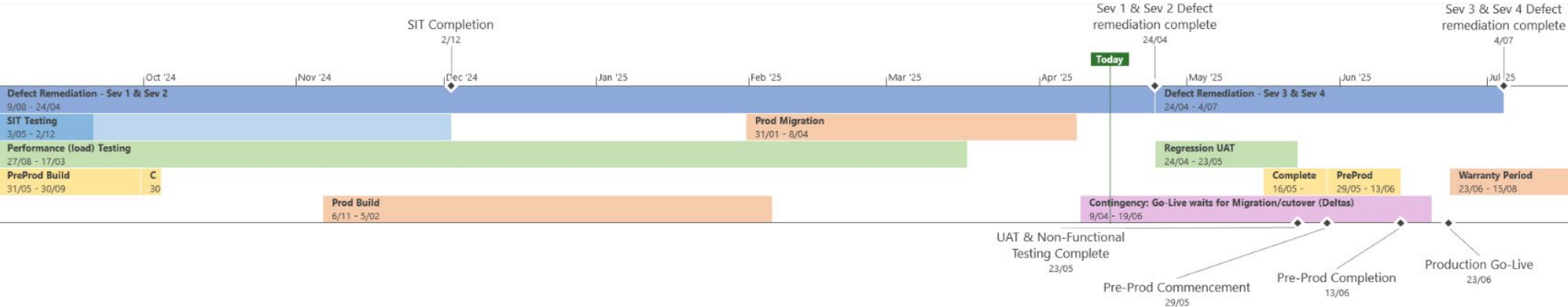
High Rated Risks

#	Description	Mitigation/Treatment Plan	RAG

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
145	Modified requirement for processing when Biometrics unavailable	TBC		Awaiting confirmation from MBIE
s6(a)		n/a		s9(2)(b)(ii)

High-level Schedule/Timeline – to be updated following MBIE CR



Release Road Map for MBIE

 MBIE - BCU and IPE Defects :SIT Release 1.0.38.2

15/May/25

 MBIE - BCU and IPE Defects :SIT Release 1.0.38.3

21/May/25

Release 1.0.38 – Released 2nd May (16)

- SIT Must have defects (7)
 - Workflow
 - Reveal image display
- CR148 Pre-filter
- Pseudo Nist fix

Release 1.0.38.2 – To be Released 15th May (2)

- SIT Must have defects (2)
 - IBW
 - Conversion

Release 1.0.38.1 – Released 8th May (18)

- SIT Must have defects (6)
 - UAT Reveal Dashboard error
 - Override rule fix
 - Workflow fix
 - Reveal Slowness
 - Workflow audit History configuration

Release 1.0.38.3 – To be Released 16th May (6)

- SIT Must have defects (2)
 - Aborts
 - Reveal UI
- CR150 & CR151

NEC Testing Update

MBIE Defects Required to be Fixed for Go Live

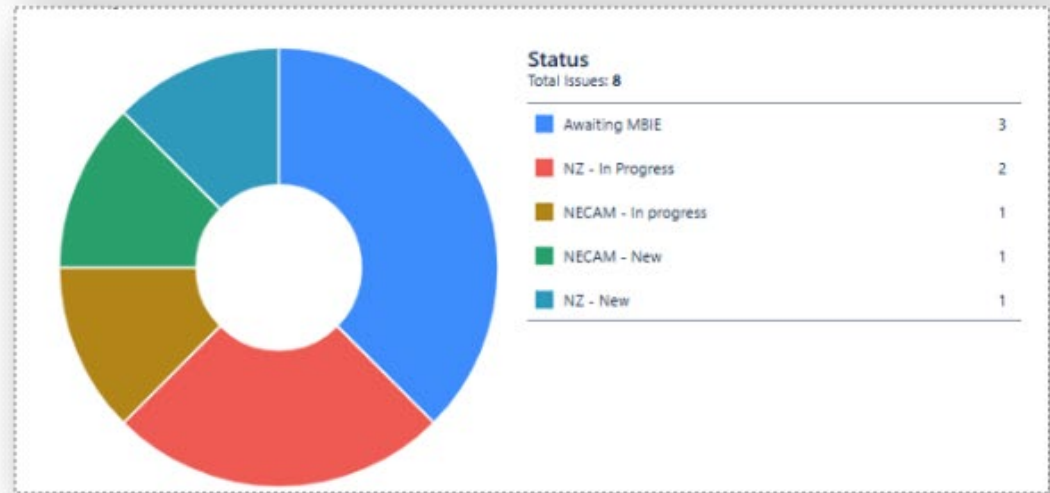
All Severity 2 defects by Business Priority - MVP

Status	Sev 2 - Major	T:
NECAM - NEW	1	1
NZ - IN PROGRESS	2	2
NECAM - IN PROGRESS	1	1
NZ - NEW	1	1
AWAITING MBIE	3	3
Total Unique Issues:	8	8

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

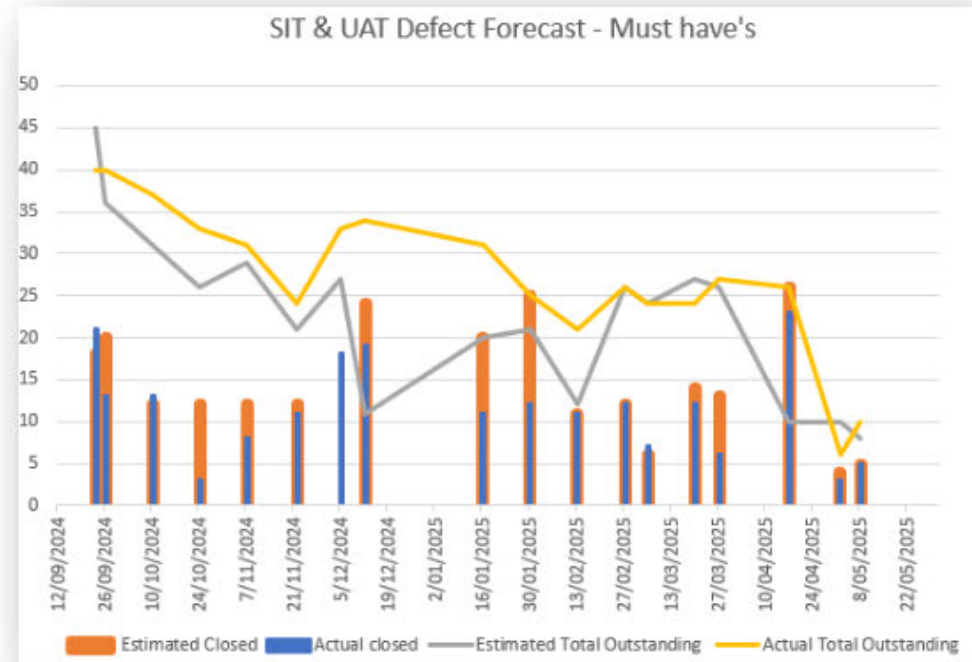
Defects : 8
With NECAM : 3
With MBIE: 3

New defects are still being raised and we are actively working on them. The new defects are being found during the data loading in UAT (HA). There is also a change request related to one of these defects.



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

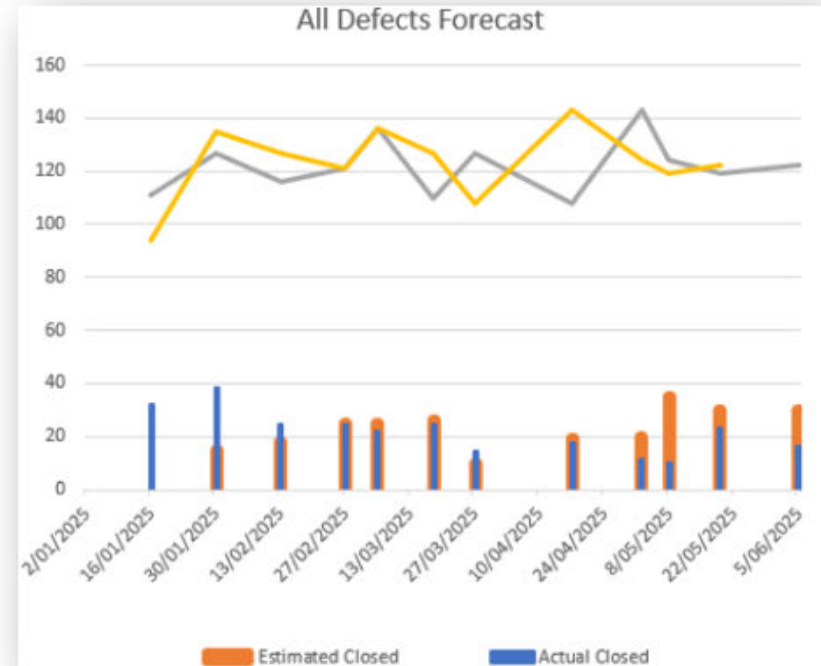
		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	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	26	24
Release 1.0.34.1	06/03/2025	6		7	4	24	24
Release 1.0.35	20/03/2025	14		12	12	27	27
Release 1.0.36	27/03/2025	13		6	11	26	26
Release 1.0.37	17/04/2025	26		23	5	10	6
Release 1.0.38	02/05/2025	4		3	3	10	10
Release 1.0.38.1	08/05	5		5	8	8	8
Release 1.0.38.2	16/05	8				0	



Two defects reopened

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		17	21	108	101
Release 1.0.36	27/03/2025	20		11	22	143	143
Release 1.0.37	17/04/2025	35		10	10	127	127
Release 1.0.38	24/04/2025	30		23	16	119	119
Release 1.0.39	08/05/2025	30		16	9	122	122
Release 1.0.40	22/05/2025	30				93	
Release 1.0.41	05/06/2025	29				63	



Project Status Report

As of 14/05/2025

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	5
Number of Active Issues	5

Project Phase

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

Overall Commentary

- BCU Go-live is affected by delays to delivery of MVP, commercial negotiations, and unresolved security issues.
- A project Go-Live date is unable to be confirmed until there is certainty about the MVP production solution candidate.
- With all the lead vendor's focus on delivering the MVP, preparation for transition to support has been postponed. There is a risk that technical support may not be ready in time, which cause further risks 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 remain focused on the progress of defect resolution and resolving commercial issues.
- Specialist support has been engaged to assist with implementation planning for activities from pre- to post- go-Live, and during the transition into production.

Highlights

Residual defect numbers continue to reduce, with a high likelihood of a working solution being identified in the upcoming weeks. Regression testing has commenced.

Lowlights

Security issues and delays with transition to support still poses risk to the project.

Progress since last report

- Releases 1.0.38 and 1.0.38.1 were delivered on 2nd May and 8th May respectively, with a combined total of 14 defects remediations

Upcoming activities

- Release 1.0.38.2 is expected to be delivered on 16 May, with 5 defect remediations (at the time of writing).

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	On track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	The project is fully resourced but needing to extend contractors past their tenure to keep their project specific knowledge and experience.
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, § 6(c) ;) Delays to Operational Readiness and technical support for transition to production BAU, 4) Delays with commercial negotiations.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to May 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date. There is a high likelihood that the project go-live will have to be postponed into the next financial year.
Scope	
comments	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.
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. 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	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	
Risk Treatments	Explore opportunities within Data Insights and Intelligence to resource this work appropriately.
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 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

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.
34	
Issue Title	Data Structures not fit for purpose
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	04/05/2025

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 tracks
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	The project is fully resourced but needing to extend contractors past their tenure to keep their project specific knowledge and experience.
Risk	
comments	Highlighted Risks include: 1) Dependency on BCU; 2) Delays with the production release candidate MVP, s 6(c) 1) Delays to Operational Readiness and technical support for transition to production BAU.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to May 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date. Most delays are experienced on 3644 - BCU but directly impacting IPE. There is a high likelihood that the project go-live will have to be postponed into the next financial year.
Scope	
comments	On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



Date & Time	Tuesday 3 rd June 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 03 JUN 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) s 9(2)(a) [Redacted] [Redacted]
Apologies	s 9(2)(a) [Redacted]

Note - Red text highlights information not contained in the version of the Steering Group minutes shared with NEC

1. Minutes of previous meeting

- Introduction to s 9(2)(a) [Redacted]
- Previous minutes for the Steering Group meeting on 20 May 2025 were accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - Ongoing challenges with data issues and retention requirements.
 - CR155 has been raised to address a missed requirement (capturing deleted date and time); NEC is currently working on this.
 - A small number of Severity 2 tickets remain open; focus is required to resolve these, with workarounds in place via hotfixes.
 - Issues: Changes to workflow functionality have introduced challenges; change requests related to data inconsistency are being addressed.
 - Retention Requirements are awaiting input from MBIE to confirm the approach.
 - Initial production checks show gaps with the infrastructure setup, and firewalls missing that need resolution.
 - Questions in the data structures document are being addressed.
 - CR153 has been raised regarding data clean-up in UAT to remove millions of incorrect records.
 - s 9(2)(a) asked if there were any significant concerns from Steering Group members for going live.
 - s 9(2)(a) noted that MBIE's main priority is achieving a fully working solution so that a GoLive date can be determined.
- Commercial
 - Not discussed at this meeting
- Other business
 - Not discussed at this meeting
- NEC Left the meeting at **11.27AM**

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

- Status Reports
 - Taken as read.
 - MBIE is in disagreement regarding the current workflow status; this is not considered a production-ready (go-live) version as the End-to-end workflow in SIT.
 - Data issues are expected to be mostly resolved within the next few weeks and is dependent on NEC providing answers to questions.
 - Carolyn Tremain has emphasized the importance of completing regression testing before a go-live date is set.
 - Business Acceptance Testing (BAT) to follow regression testing (probably the first cycle).

- EDW (Enterprise Data Warehouse) work is ongoing; s 9(2)(a) is creating a timeline for EDW and QLIK deliverables and managing the Security Walled Garden work.
 - s 9(2)(a) (NEC Resource) has been identified as a potential point of failure; s 9(2)(a) s 9(2)(a) has advised that additional capability has been onboarded.
 - A Paper regarding funding for the BCU Values Stream ('fast followers') is going to ISGG for their next meeting on 12 June. Assuming BCU s capitalised in June, funding is required to continue delivering the project.
 - Team resourcing for "fast followers" is available but will begin scaling down after approximately three months. The plan is to maintain current team run rate until end of year, then reduce cadence through to the end of financial year 25/26.
 - Commercial discussions are ongoing regarding the NEC BCU support SoW.
 - s 9(2)(a) has a meeting scheduled with s 9(2)(a) Richard Griffiths to discuss financial treatment of project costs after capitalisation.
 - The Project remains under the \$35M WOLC threshold and aims to capitalize once an end-to-end business solution has been confirmed (cycle 1 regression).
 - Overrides are on the critical path; alternative go-live options are being considered if issues persist.
 - Concerns raised about go-live timing during staff leave periods (e.g., early August).
 - Recommendation to avoid go-live between November and February due to staff availability.
- Risks and Issues
 - Not discussed

4. Other Business

- s 9(2)(a) s 9(2)(ba)(i)
- s 9(2)(a) Does delivery of the fast followers constitute MVP for ongoing operations? Answer: No, it is in addition to the solution being delivered at go-live.

5. Summary of Action Points

- ACTION: s 9(2)(a) meet on the impact of current workflow changes (CR150/CR151/CR155) being 'hot-fixed' and whether this impacts regression execution or determine if this is a risk that can be managed.

Meeting finished at 11:56 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#448	03/06/2025	s 9(2)(a) to meet on the impact of current workflow changes (CR150/CR151/CR155) being 'hot-fixed' and whether this impacts regression execution or determine if this is a risk that can be managed.	s 9(2)(a)		03/06: Meeting held, and impacts discussed. The change affects 25% of the regression (workflow) suite in terms of risk profile. With the changes expected on 23 June, and so going well, regression could be completed 30 June. – propose to close action. 03/06: Opened	06/06/2025

7. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#454	20/05/2025	s 9(2)(a) follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)		03/06: s 9(2)(a) has followed up with NECAM last week and today and is working with procurement to get an estimate. He has asked for a sample of output to provide in the interim and will request a timeframe for when they'll come back with a report today. 20/05: Opened	06/06/2025

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#457	20/05/2025	The final draft of the communications plan will be socialised with MBIE Steering Group Members first to ensure that those requiring information on BCU cutover are covered.	s 9(2)(a)		06/06: Circulated internally to MBIE Steering Group members – propose to close action. 03/06: The comms plan is currently being worked through; s 9(2)(a) is looking to send this out internally by the end of this week. 20/05: Opened	06/06/2025
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)		03/06: s 9(2)(a) asked if notification of a GoLive date would be provided on 6 th June, as NEC delivered the working solution to MBIE last week. s 9(2)(a) noted that the first round of regression testing needs to be complete before a GoLive date can be confirmed. s 9(2)(a) proposed a new action be raised s 9(2)(a) to meet on the impact of current workflow changes (CR150/CR151/CR155) being 'hot-fixed' and whether this impacts regression execution or determine if this is a risk that can be managed. 22/04: Action to be kept open until there is a clear path to a working solution	17/06/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					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	
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)		10/06: The Datacom Early Life Support SOW is expected no later than 17/06/25. 20/05: No update at this time 22/04: Work with Datacom on the Support Agreement is progressing. s 9(2)(a) to provide an update on the non-NEC support arrangements. 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	17/06/2025
AP#411	09/07/2024	s 9(2)(a) to provide Richard with further clarity on what needs to be completed, and by when, for the biometric and biographic override rules. 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)		Propose to keep action open until overrides nailed down 20/05: Discussed during the meeting; action to remain open. 22/04: s 9(2)(a) and team have the required access to enable testing to commence, however some 'good' identities have needed to be re-uploaded by DXC, as there were complications when they were first loaded. A key dependency for the fingerprint/ face thresholds and override rules is for s 9(2)(a) to complete the work. More certainty is needed about what needs to be done and by when, so that there is a clear path to resolution. 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. 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.	17/06/2025

9. Recently Closed Actions (Closed Action more than 1 month will be removed).

AP#	Date	Action	Owner	Update/Comments
AP#456	20/05/2025	s 9(2)(a) to arrange a database conversation between NEC and NECAM resources and s 9(2)(a) within the week.	s 9(2)(a)	23/05: Meetings held and waiting on MBIE to review outstanding actions and confirm – propose to close - action CLOSED 20/05: Opened
AP#453	20/05/2025	s 9(2)(a) to follow up a timeframe this week regarding the IPE EULA.		26/05: IPE EULA sent to MBIE – propose to close - action CLOSED 20/05: Opened
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 will be provided at the next Steering Group meeting.		23/05: Update as below – propose to close - action CLOSED May be re-opened if it becomes an issue moving forward) s 9(2)(a) are in active discussion on knowledge sharing from NEC to Datacom, NEC support in SIT, NEC assistance in UAT and NEC's deployment and validation activities across all environments (except UAT and including Preproduction and Production). Datacom has been actively working on 'Abort', 'Wait' and stuck transactions, and last week MBIE engaged on the need for them to proactively monitor and advise on UAT health as we progress regression testing and load testing. NEC have been reaching out to Datacom, and will continue to do so, to assist with knowledge sharing in Datacom's UAT support activities. MBIE is encouraging Datacom support to proactively fill in any perceived gaps during deployment events noting Datacom are actioning most deployments in UAT. 20/05: s 9(2)(a) to provide written update 22/04: s 9(2)(a) will discuss specific interventions to advance support activities, knowledge transfer and resourcing; an update will be provided at the next Steering Group meeting. (Moved to combined actions) 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

Closed Actions Register:



BCU Project -Closed
Actions Register_inc

10. 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

IN CONFIDENCE

D#04	20/11/20	Stephen directed the contracting 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, 3 June 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	11.00AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.05AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Risks & Issues	11.20AM	
4	Other Business	11.45AM	
5	Summary of Action Points	11.55AM	

UPCOMING MEETINGS

Date	Time
Tuesday 17 June 2025	11.00AM – 12.00 PM
Tuesday 01 July 2025	11.00AM – 12.00 PM
Tuesday 15 July 2025	11.00AM – 12.00 PM
Tuesday 29 July 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 20 th May 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 20 MAY 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

- Previous minutes for the Steering Group meeting on 22 April 2025 were accepted and actions updated.

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

- Status Report
 - Overall RAG Status is Red due to additional severity 2 defects being raised; this impacts the delivery schedule including the workflow changes.
 - Query from s 9(2)(a) Carolyn Tremain asked s 9(2)(a) last Friday (16 May) if NEC would be able to deliver the workflow defects earlier than this Thursday (22 May); was this able to progress?
 - No; although NEC staff have been working overtime to try and bring this forward, the defects still need to be tested in the NEC System Test environment and are scheduled for delivery to MBIE by the end of this week (23 May).
 - s 9(2)(a) when will MBIE be able to provide confirmation of a Go-live date?
 - s 9(2)(a) Go-live date confirmation is probably 2.5 to 3 weeks away; this is contingent on having a working solution by the middle of next week (w/c 26 May) including running data to confirm override rules and completing a round of regression testing.
 - Support handover with Datacom continues to progress.
 - NEC NZ are working through the queries on data structures; an internal workshop is scheduled for this afternoon, with a follow-up workshop including NECAM to be scheduled.
 - A change request may be required for data fix utilities.
 - Richard clarified that no change requests will be approved unless either he s 9(2)(a) have determined that they are critical, and required for go-live.
- Commercial
 - s 9(2)(a) MBIE haven't received the IPE EULA, which was expected last week (w/e 16 May); is there any progress on this? s 9(2)(a) following up internally.
 - s 9(2)(a) to follow up a timeframe, regarding the IPE EULA. **ACTION**
 - s 9(2)(a) MBIE are awaiting an estimate around the Security Vulnerability scans and an example of a report, which was expected last week; is there any progress on this?
 - s 9(2)(a) has followed up with NECAM and will follow this up again for a response this week. **ACTION**
- Other business
 - Overrides: s 9(2)(a) provided a slide view of what MBIE database queries are required regarding Overrides. s 9(2)(a) requested a copy of the slide. **ACTION** s 9(2)(a)
 - A first round of answers will help to take steps toward the end goal; once NEC answers questions answered and s 9(2)(a) facilitating within NEC the people required.
 - NECAM database support was offered by s 9(2)(a) at the Executive meeting last Friday (16 May).
 - s 9(2)(a) noted that it would be useful to have the NEC and NECAM resources arranged for a database conversation with s 9(2)(a) within the week. **ACTION** s 9(2)(a)
- NEC Left the meeting at **11.29AM**

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

- Status Reports

- Taken as read.
- Overall Rag Status is Red
- BCU is 2-3 weeks away from having a confirmed end to end solution, with a July Go-live date still expected, however later in July as a result of continual defect remediation.
- ⇨ The decision to go live will be based on completing a round of regression testing, confirming Enterprise Data Warehouse timelines, Override rules finalised, and sign off on commercials.
- A conversation was had at the weekly meeting with NEC Executives around the provision of NECAM resources for Go-live.
- **s 9(2)(a)** Richard provided an update to the Delivery Governance Board yesterday (19 May).
- Richard has been requested to provide regular verbal updates at the Immigration Monthly Operations Manager Meeting (IMOM).
- **s 9(2)(a)** will socialise the draft BCU Implementation plan internally by the end of this week (23 May).
- 'Train the Trainer' is planned for IPE in mid-June.
- There is still a lot to cover regarding training; the content is on track, however the plan to have all business users trained requires needs further work.
- A weekly internal Executive Dashboard Report and a weekly internal Dashboard for the Minister of Immigration have been added to project reporting cycles; these will be sent to internal Steering Group members for informal purposes.
- Risks and Issues
 - Not discussed

4. Other Business

- The final draft of the communications plan will be socialised with MBIE Steering Group Members first to ensure that those requiring information on BCU cutover (for example, the Immigration Contact centre) are covered. **ACTION:** **s 9(2)(a)**
- **s 9(2)(a)** is completing an implementation plan with EY, and this will be circulated internally for review including the Steering Committee members.

5. Summary of Action Points

- **ACTION:** **s 9(2)(a)** to follow up a timeframe this week regarding the IPE EULA.
- **ACTION:** **s 9(2)(a)** to follow up for an estimate from NECAM for the security vulnerability scans.
- **ACTION:** **s 9(2)(a)** to send **s 9(2)(a)** a copy of the Override Slide presented at this meeting.
- **ACTION:** **s 9(2)(a)** to arrange a database conversation between NEC and NECAM resources and **s 9(2)(a)**, within the week.
- **ACTION:** The final draft of the communications plan will be socialised with MBIE Steering Group Members first to ensure that those requiring information on BCU cutover (for example, the Immigration Contact centre) are covered.

Meeting finished at 12:06 PM



6. Open Actions – MBIE & NEC Combined

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 will be provided at the next Steering Group meeting.	s 9(2)(a)		23/05: Update as below – propose to close action s 9(2)(a) are in active discussion on knowledge sharing from NEC to Datacom, NEC support in SIT, NEC assistance in UAT and NEC's deployment and validation activities across all environments (except UAT and including Preproduction and Production). Datacom has been actively working on 'Abort', 'Wait' and stuck transactions, and last week MBIE engaged on the need for them to proactively monitor and advise on UAT health as we progress regression testing and load testing. NEC have been reaching out to Datacom, and will continue to do so, to assist with knowledge sharing in Datacom's UAT support activities. MBIE is encouraging Datacom support to proactively fill in any perceived gaps during deployment events noting Datacom are actioning most deployments in UAT. 20/05: s 9(2)(a) to provide written update 22/04: s 9(2)(a) will discuss specific interventions to advance support activities, knowledge transfer and resourcing; an update will be provided at the next Steering Group meeting. (Moved to combined actions) 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	03/06/2025

7. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#453	20/05/2025	s 9(2)(a) to follow up a timeframe this week regarding the IPE EULA.	s 9(2)(a)		26/05: IPE EULA sent to MBIE – propose to close action 20/05: Opened	23/05/2025
AP#454	20/05/2025	s 9(2)(a) follow up for an estimate from NECAM for the security vulnerability scans.			20/05: Opened	03/06/2025
AP#456	20/05/2025	s 9(2)(a) to arrange a database conversation between NEC and NECAM resources and s 9(2)(a), within the week.			23/05: Meeting held and follow up meetings arranged – propose to close action. 20/05: Opened	23/05/2025

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#457	20/05/2025	The final draft of the communications plan will be socialised with MBIE Steering Group Members first to ensure that those requiring information on BCU cutover are covered.	s 9(2)(a)		20/05: Opened	03/06/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.			22/04: Action to be kept open until there is a clear path to a working solution 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	03/06/2025
AP#411	09/07/2024	s 9(2)(a) to provide Richard with further clarity on what needs to be completed, and by when, for the biometric and biographic override rules. 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.			20/05: Discussed during the meeting; action to remain open. 22/04: s 9(2)(a) have the required access to enable testing to commence, however some 'good' identities have needed to be re-uploaded by DXC, as there were complications when they were first loaded. A key dependency for the fingerprint/ face thresholds and override rules is for s 9(2)(a) to complete the work. More certainty is needed about what needs to be done and by when, so that there is a clear path to resolution. 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) 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. INZ's s 9(2)(a) has compiled the	03/06/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					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.	

9. Recently Closed Actions (Closed Action more than 1 month will be removed).

AP#	Date	Action	Owner	Update/Comments
AP#455	20/05/25	s 9(2)(a) a copy of the Override Slide presented at this meeting.	s 9(2)(a)	20/05: Slide presentation emailed to s 9(2)(a) – Action Closed 20/05: Opened

Closed Actions Register:



BCU Project -Closed
Actions Register.docx

10. 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

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	
D#09	28/01/2025	MBIE will proceed s 6(c) IBW devices.	

Overall RAG Status	BCU & IPE	Mitigation/Path to Green
Commentary	While the project status is RED, a significant milestone was achieved last week with the delivery of the Production Go-Live version of the Solution (1.0.39) that includes the remaining workflow change requests. A small handful of Sev 2 tickets remain open, so are receiving the focus required to achieve suitable resolution or workaround. Should these tickets result in a software change or configuration, this will be progressed as a Hotfix directly into UAT initially, with an MBIE assessment of impacts to project activities in progress such as regression and security testing. Two issues have been logged to cover: - challenges introduced through design changes to the workflow registration (through defects and CRs) that have resulted in data inconsistencies where old data is being utilized resulting in data requiring cleanup. - Audit retention requirements highlighted by MBIE. While HA functionality has provided significant challenges in some areas of the functional solution, these issues have been largely resolved, but have impacted on the timely delivery of the Production version of software. When the production version of software is rolled out to the higher environments, this will enable the completion of Pre-Prod cutover and associated delta migrations, followed by the completion of the Production software install and integration work to prepare for the Go-Live cutover. The support handover process with the Datacom team continues with further targeted workshops so that the Datacom team will have the required depth of knowledge to provide the Level 2 support for the solution. The ELS phase will help to confirm if the required level of knowledge is in place. Queries and questions on the data structures document that was provided to MBIE on 24/5/2024 have highlighted an urgent need to involve the appropriate technical resources from NEC. The first workshop was held with a selection of SMEs from NECAM. Follow-up targeted workshops will be held to address the remaining outstanding questions.	Status RED due to no confirmed Go-Live date and performance challenges linked to a combination of data issues and audit retention requirements.

RAG Status of key Measures		
Scope	A	A request to progress a datafix in UAT, plus CR145 for error handling in non-functional scenario are likely representing an increase in scope. Agreed to progress S6(a) assist with NEC training.
Budget	R	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 for new go-live date will be confirmed 6 th June..
Schedule	R	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed that Go-Live target date 23 rd June (Matariki Weekend), but indicating this may need to move to July – MBIE formal confirmation via CR TBC.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Resourcing bottleneck identified as the pre-prod and 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	R	IPE SOW Variance for Hardware Removal ready for execution. Security Requirements to be progressed as a separate SOW to avoid duplication and allow support sows to be finalised. BCU Support SOW under NEC review following MBIE review & comments/updates. MSA finalised and ready for execution. IPE EULA to be provided to MBIE. MBIE no longer progressing Support Transition SOW.

RAG Status of key Measures

Relationship	A	Relationship at working group levels very positive/productive – continued communication required at senior level to maintain a positive and productive approach.
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Milestone Progress Summary

Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24				To be updated when MBIE confirm Go-Live date
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24				To be updated when MBIE confirm Go-Live date
Pre-Production Commencement	R	07-Feb-25				To be updated when MBIE confirm Go-Live date
Pre-Production Complete	R	07-Mar-25				To be updated when MBIE confirm Go-Live date
Production Go-Live	R	8-Apr-25				To be updated when MBIE confirm Go-Live date

High Rated Issues

#	Description	Impacts / Next Steps	RAG
1435	Data impacts following workflow registration, capping and override changes Some significant modifications to the workflow functionality (defect #120687, CR147, CR148) have resulted data becoming unusable, and new data entered to continue testing. MBIE executed a large number of deletes via the DB13 API interface, and have continued to load large volumes of data for their data scientists to determine how best to define the override rules. This has resulted in large volumes of transactions being stuck in various states that avoid the purging process that helps to keep the system performant. While some fixes have been applied to deal with high memory usage in the UAT environment, and the system is useable, the performance is not at a desirable level due to the significant unexpected volume of transactions within the work queues.	1) MBIE progress CR with requirements for datafixing utility 2) NEC assess and provide recommendations for data purging to achieve optimal performance and meet MBIE requirements 3) MBIE confirm approach to be taken to enable minimum requirements for data retention to be achieved based on recommended purging/retention	A
1436	Data Retention Audit Requirements conflict with Performance Some of the data tables that MBIE have identified as being required for 50 year audit retention are included in a purging process that is required to keep the system performant. Options available for MBIE to satisfy their audit requirements for purged tables as follows:	1) MBIE confirm approach for meeting audit requirements 2) MBIE review and confirm batch maintenance purge	A

	1. Utilise RPT schema for reporting queries (no purging in RPT) 2. progress CR for realtime triggers to RPT schema (for new realtime requirement) 3. progress CR for periodic updates (overnight) to RPT Schema 4. Utilise MBIE EDW copy of data 5. The performance challenges and application loading errors being encountered in UAT have highlighted that optimal performance will only be realised through setting the batch maintenance purging utilities to the NECAM recommended levels.	parameters 3) NEC complete assessment of CRs 4) NEC set maintenance retention values across all environments to align with performance recommendations 5) NEC Ensure data cleanup has been progressed in UAT (ref# i435)	
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High Rated Risks			
#	Description	Mitigation/Treatment Plan	RAG

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
145	Modified requirement for processing when Biometrics unavailable	TBC		Awaiting confirmation from MBIE
s 6(c)		n/a		s 9(2)(b)(ii)
150	Inconsistent face match outcomes for same pair of face images	Yes		
151	Inconsistent face match outcomes for same pair of face images – Move Scenario	Yes		
153	Data utility to clean up stuck transactions	TBC		MBIE/NEC finalising requirements
154	3 Additional Smartscan Licences	No		Awaiting MBIE approval

High-level Schedule/Timeline – to be updated following MBIE CR

Release Road Map for MBIE

 MBIE - BCU and IPE Defects :SIT Release 1.0.39.1 PROD hot fix  MBIE - BCU and IPE Defects :SIT Release 1.0.40	29/May/25 05/Jun/25
Release 1.0.38.2 – Released 14th May (4) Pseudo Nist fix	Release 1.0.39.1 – To be Released 29th May (3) - Prod Hot Fix SIT Must have defects (3) Reveal UI
Release 1.0.39 – Released 25th May (17) SIT Must have defects (4) - Reveal UI Pseudo Nist fix CR150 & CR151 (7) - ST defects	Release 1.0.40 – To be Released 5th June - SIT - Fast follower defects 1.0.39.1 hot fixes

NEC Testing Update

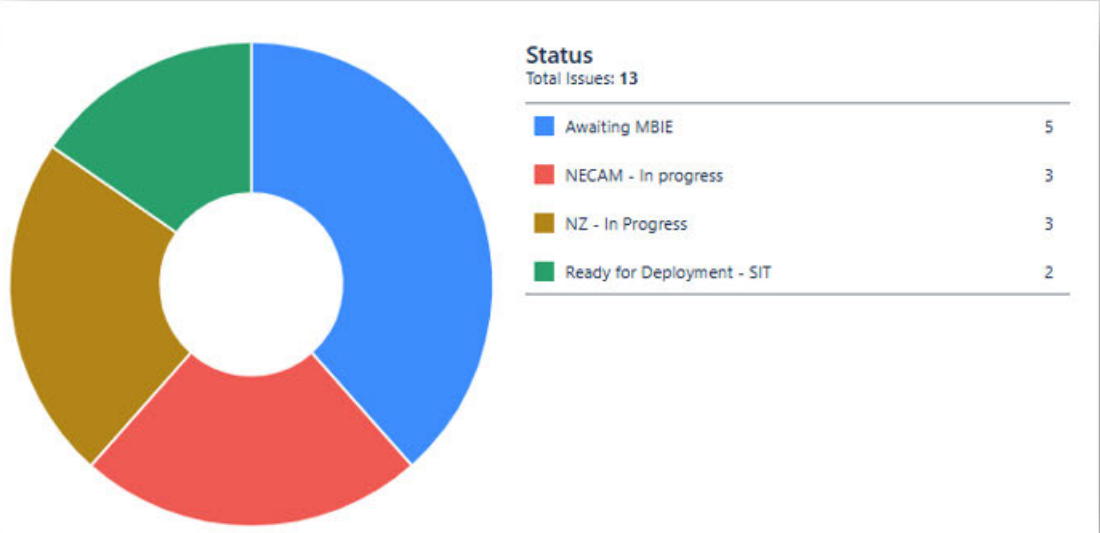
MBIE Defects Required to be Fixed for Go Live

All Severity 2 defects by Business Priority - MVP

Status	Sev 2 - Major	T:
NZ - IN PROGRESS	3	3
READY FOR DEPLOYM...	2	2
NECAM - IN PROGRESS	3	3
AWAITING MBIE	5	5
Total Unique Issues:	13	13

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

Defects : 13
With NECAM : 4
With MBIE: 3

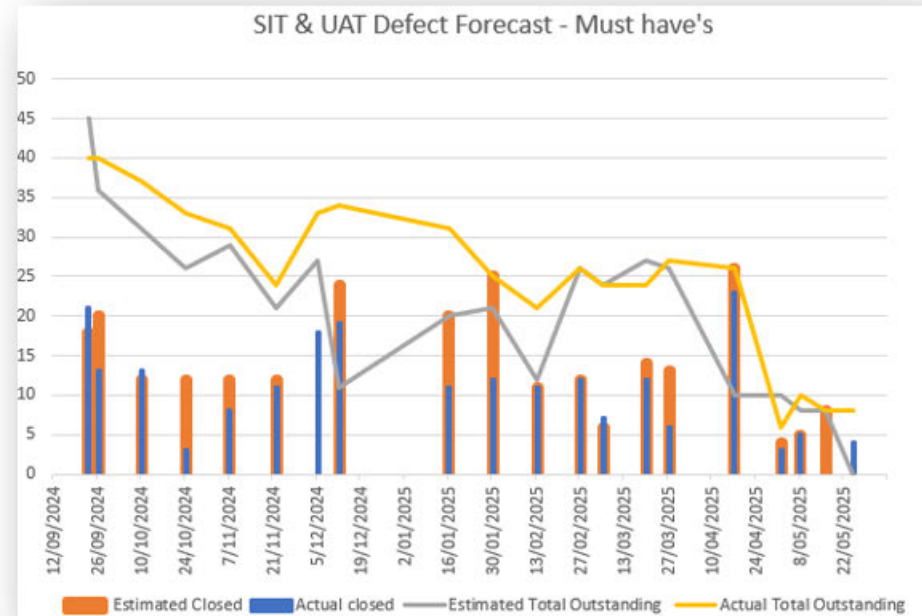


New defects relate to Reveal UI issues and aborted transactions in UAT.

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

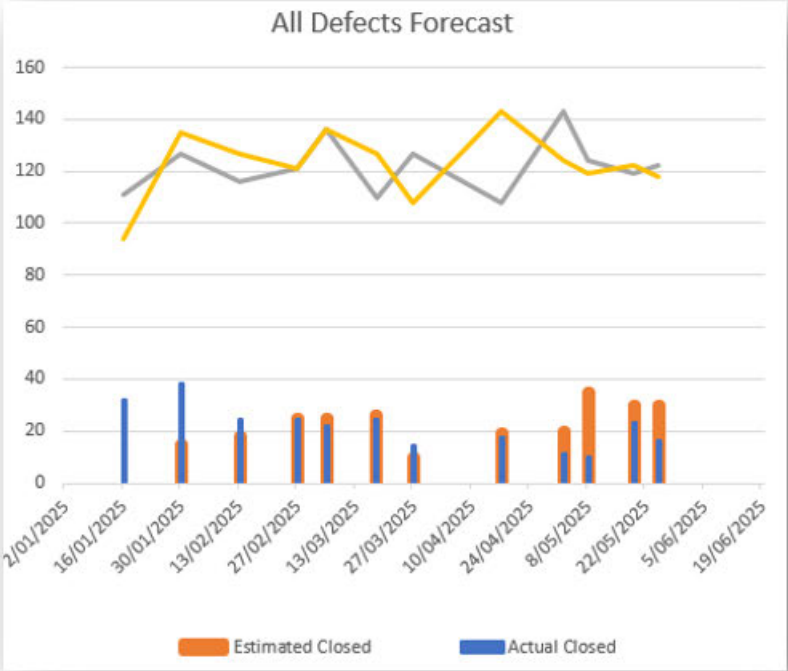
		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.24	23/09/2024	18	8	21	7	45	40
Release 1.0.25	26/09/2024	20	11	13	3	36	37
Release 1.0.26	10/10/2024	12	7	13	6	31	33
Release 1.0.27	24/10/2024	12	7	3	0	26	31
Release 1.0.28	7/11/2024	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	26	24
Release 1.0.34.1	06/03/2025	6		7	4	24	24
Release 1.0.35	20/03/2025	14		12	12	27	27
Release 1.0.36	27/03/2025	13		6	11	26	26
Release 1.0.37	17/04/2025	26		23	5	10	6
Release 1.0.38	02/05/2025	4		3	3	10	10
Release 1.0.38.1	08/05/2025	5		5	8	8	8
Release 1.0.38.2	16/05/2025	8				8	8
Release 1.0.39	25/05/2025	0		4	4	0	13

Two defects reopened

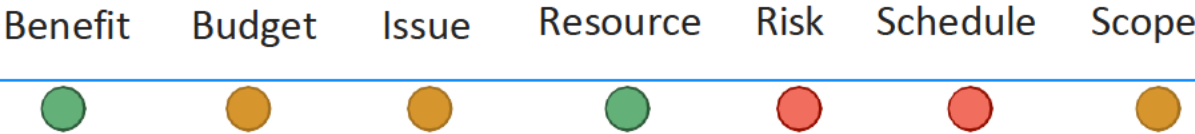


SIT & UAT - Defect Forecast : All defects

		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		17	21	108	101
Release 1.0.36	27/03/2025	20		11	22	143	143
Release 1.0.37	17/04/2025	35		10	10	127	127
Release 1.0.38	02/05/2025	30		23	16	119	119
Release 1.0.38.1	08/05/2025	30		16	9	122	122
Release 1.0.38.2	19/05/2025	30		4	10	118	118
Release 1.0.39	25/05/2025	29		15	15	114	114
Release 1.0.40	05/06/2025	29				85	
Release 1.0.41	19/06/2025	29				56	



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, which is driving up cost. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	The project is fully resourced but needing to extend contractors past their tenure to keep their project specific knowledge and experience.
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, ^{s 6(c)} 3) Delays to Operational Readiness and technical support for transition to production BAU, 4) Delays with Commercial negotiations.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to May 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date. There is a high likelihood that the project go-live will have to be postponed into the next financial year.
Scope	
comments	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.
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. 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	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	
Risk Treatments	Explore opportunities within Data Insights and Intelligence to resource this work appropriately.
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 started, following a detailed analysis of what needed to be removed. MBIE s 9(2)(a) developing a list of good identity data to be inputted into UAT by DXC

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.
34	
Issue Title	Data Structures not fit for purpose
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	04/05/2025

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

Overall Commentary

- A project Go-Live date is unable to be confirmed until there is certainty about the MVP production solution candidate.
- With all the lead vendor's focus on delivering the MVP, preparation for transition to support has been postponed.
- There is a risk that technical support may not be ready in time, which causes further risks 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, Fingerprint and Biographic, for recording and matching purposes in the INZ Systems.

Plan to Green

- MBIE executives remain focused on resolving and finalising commercial arrangements with the lead vendor, and on the progress of defect resolution.
- Specialist support has been engaged to assist with implementation planning for activities from pre- to post-go-Live, and during the transition into production.

Progress since last report

- Releases 1.0.38.2 and 1.0.39 were delivered on 16th May and 23rd May respectively, with a combined total of 6 required defect remediations

Upcoming activities

- Release 1.0.39.1 is scheduled for delivery on 3rd June; these include the Reveal defect fixes, which will enable regression and business testing to complete.
- A further release is tentatively scheduled for 9th June.

Highlights

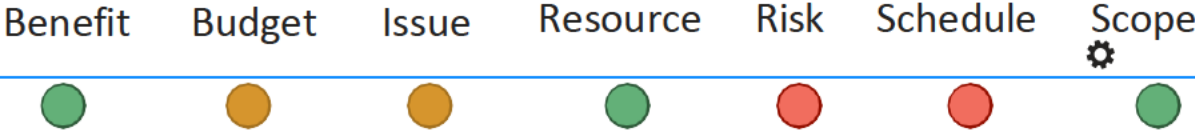
The required residual defect numbers continue to reduce, with a high likelihood of a working solution being identified in the upcoming weeks.

Regression testing is continuing.

Lowlights

Delays on 3644 - BCU are still affecting IPE with impact on schedule and budget.

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	Benefits are on track
Budget	
comments	Budget is at risk. Delivering the technical scope is taking longer than planned, which is driving up cost. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live meaning security certification for the solution will not be achieved.
Resource	
comments	The project is fully resourced but needing to extend contractors past their tenure to keep their project specific knowledge and experience.
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, s 6(c)) Delays to Operational Readiness and technical support for transition to production BAU, 4) Delays with Commercial negotiations.
Schedule	
comments	The production ready MVP solution has been postponed from December 2024 to May 2025. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date. There is a high likelihood that the project go-live will have to be postponed into the next financial year.
Scope	
comments	Scope is on track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 17 June 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	11.00AM	Richard
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.05AM	s 9(2)(a)
3	MBIE • Status Reports (included) • Risks & Issues	11.20AM	
4	Other Business	11.45AM	
5	Summary of Action Points	11.55AM	

UPCOMING MEETINGS

Date	Time
Tuesday 01 July 2025	11.00AM – 12.00 PM
Tuesday 15 July 2025	11.00AM – 12.00 PM
Tuesday 29 July 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 3 rd June 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 03 JUN 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 to s 9(2)(a)
- Previous minutes for the Steering Group meeting on 20 May 2025 were accepted and actions updated.

2. NEC Update – s 9(2)(a)

- Status Report
 - Ongoing challenges with data issues and retention requirements.
 - CR155 has been raised to address a missed requirement (capturing deleted date and time); NEC is currently working on this.
 - A small number of Severity 2 tickets remain open; focus is required to resolve these, with workarounds in place via hotfixes.
 - Issues: Changes to workflow functionality have introduced challenges; change requests related to data inconsistency are being addressed.
 - Retention Requirements are awaiting input from MBIE to confirm the approach.
 - Initial production checks show gaps with the infrastructure setup, and firewalls missing that need resolution.
 - Questions in the data structures document are being addressed.
 - CR153 has been raised regarding data clean-up in UAT to remove millions of incorrect records.
 - s 9(2)(a) asked if there were any significant concerns from Steering Group members for going live.
 - s 9(2)(a) noted that MBIE's main priority is achieving a fully working solution so that a GoLive date can be determined.
- Commercial
 - Not discussed at this meeting
- Other business
 - Not discussed at this meeting
- NEC Left the meeting at **11.27AM**

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

- Status Reports
 - Taken as read.
 - Data issues are expected to be mostly resolved within the next few weeks and is dependent on NEC providing answers to questions.
 - Carolyn Tremain has emphasized the importance of completing regression testing before a go-live date is set.
 - Business Acceptance Testing (BAT) to follow regression testing (probably the first cycle).
 - EDW (Enterprise Data Warehouse) work is ongoing; s 9(2)(a) is creating a timeline for EDW and QLIK deliverables and managing the Security Walled Garden work.

- s 9(2)(a) (NEC Resource) has been identified as a potential point of failure; concerns were raised about s 9(2)(a) has advised that additional capability has been onboarded.
- Commercial discussions are ongoing regarding the NEC BCU support SoW.
- Overrides are on the critical path; alternative go-live options are being considered if issues persist.
- Concerns raised about go-live timing during staff leave periods (e.g., early August).
- Recommendation to avoid go-live between November and February due to staff availability.
- Risks and Issues
 - Not discussed

4. Other Business

- s 9(2)(a) USA has indicated readiness to set up codes for data sharing; backup arrangements are in place with Argonaut.
- s 9(2)(a) Does delivery of the fast followers constitute MVP for ongoing operations? Answer: No, it is in addition to the solution being delivered at go-live.

5. Summary of Action Points

- ACTION: s 9(2)(a) to meet on the impact of current workflow changes (CR150/CR151/CR155) being 'hot-fixed' and whether this impacts regression execution or determine if this is a risk that can be managed.

Meeting finished at 11:56 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#458	03/06/2025	s 9(2)(a) to meet on the impact of current workflow changes (CR150/CR151/CR155) being 'hot-fixed' and whether this impacts regression execution or determine if this is a risk that can be managed.	s 9(2)(a)		03/06: Meeting held, and impacts discussed. The change affects 25% of the regression (workflow) suite in terms of risk profile. With the changes expected on 23 June, and so going well, regression could be completed 30 June. – propose to close action. 03/06: Opened	06/06/2025

7. Open Actions – NEC

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#454	20/05/2025	s 9(2)(a) o follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)		03/06: s 9(2)(a) has followed up with NECAM last week and today and is working with procurement to get an estimate. He has asked for a sample of output to provide in the interim and will request a timeframe for when they'll come back with a report today. 20/05: Opened	06/06/2025

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#457	20/05/2025	The final draft of the communications plan will be socialised with MBIE Steering Group Members first to ensure that those requiring information on BCU cutover are covered.	s 9(2)(a)		06/06: Circulated internally to MBIE Steering Group members – propose to close action. 03/06: The comms plan is currently being worked through; s 9(2)(a) looking to send this out internally by the end of this week. 20/05: Opened	06/06/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.			03/06: s 9(2)(a) asked if notification of a GoLive date would be provided on 6 th June, as NEC delivered the working solution to MBIE last week. s 9(2)(a) noted that the first round of regression testing needs to be complete before a GoLive date can be confirmed. s 9(2)(a) proposed a new action be raised s 9(2)(a) to meet on the impact of current workflow changes (CR150/CR151/CR155) being 'hot-fixed' and whether this impacts regression execution or determine if this is a risk that can be managed. 22/04: Action to be kept open until there is a clear path to a working solution	17/06/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					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	
AP#411	09/07/2024	s 9(2)(a) to provide Richard with further clarity on what needs to be completed, and by when, for the biometric and biographic override rules. 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)		Propose to keep action open until overrides nailed down 20/05: Discussed during the meeting; action to remain open. 22/04: s 9(2)(a) have the required access to enable testing to commence, however some 'good' identities have needed to be re-uploaded by DXC, as there were complications when they were first loaded. A key dependency for the fingerprint/ face thresholds and override rules is for s 9(2)(a) to complete the work. More certainty is needed about what needs to be done and by when, so that there is a clear path to resolution. 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. 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.	17/06/2025

9. Recently Closed Actions (Closed Action more than 1 month will be removed).

AP#	Date	Action	Owner	Update/Comments
AP#456	20/05/2025	s 9(2)(a) to arrange a database conversation between NEC and NECAM resources and within the week.	s 9(2)(a)	23/05: Meetings held and waiting on MBIE to review outstanding actions and confirm – propose to close - action CLOSED 20/05: Opened
AP#453	20/05/2025	s 9(2)(a) to follow up a timeframe this week regarding the IPE EULA.	s 9(2)(a)	26/05: IPE EULA sent to MBIE – propose to close - action CLOSED 20/05: Opened
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	s 9(2)(a)	23/05: Update as below – propose to close - action CLOSED May be re-opened if it becomes an issue moving forward)

AP#	Date	Action	Owner	Update/Comments
		will be provided at the next Steering Group meeting.		s 9(2)(a) are in active discussion on knowledge sharing from NEC to Datacom, NEC support in SIT, NEC assistance in UAT and NEC's deployment and validation activities across all environments (except UAT and including Preproduction and Production). Datacom has been actively working on 'Abort', 'Wait' and stuck transactions, and last week MBIE engaged on the need for them to proactively monitor and advise on UAT health as we progress regression testing and load testing. NEC have been reaching out to Datacom, and will continue to do so, to assist with knowledge sharing in Datacom's UAT support activities. MBIE is encouraging Datacom support to proactively fill in any perceived gaps during deployment events noting Datacom are actioning most deployments in UAT. 20/05: s 9(2)(a) to provide written update 22/04: s 9(2)(a) will discuss specific interventions to advance support activities, knowledge transfer and resourcing; an update will be provided at the next Steering Group meeting. (Moved to combined actions) 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

Closed Actions Register:



BCU Project -Closed
Actions Register.docx

10. 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 project status remains RED, despite the achievement of the significant milestone through the delivery of the Production Go-Live version of the Solution (1.0.39) on 23rd May 2025. Workflow change request CR155 has been extended with the discovery of a flow that would result in orphaned events for specific business flows. These changes will be incorporated into the production version via the hotfix process directly into UAT, along with remediation for any remaining sev 2 tickets that requires software change. This process includes an MBIE assessment of impacts to project activities in progress such as regression and security testing. While HA functionality has provided significant challenges in some areas of the functional solution, these issues have been largely resolved, but have impacted on the timely delivery of the Production version of software. When the production version of software is rolled out to the higher environments, this will enable the completion of Pre-Prod cutover and associated delta migrations, followed by the completion of the Production software install and integration work to prepare for the Go-Live cutover – preparation for these activities is underway. The support handover process with the Datacom team continues in the lead up to the ELS phase of the project, which will help to confirm if the required level of knowledge is in place, and provide further opportunities for upskilling. Queries and questions on the data structures document that was provided to MBIE on 24/5/2024 have highlighted an urgent need to involve the appropriate technical resources from NEC. The first workshop was held with a selection of SMEs from NECAM. Follow-up targeted workshops will be held to address the remaining outstanding questions.	Status RED due to no confirmed Go-Live date, performance challenges, defects linked to unrealistically high work queue volumes, and Changes required to workflows to maintain data integrity for edge case scenarios.

RAG Status of key Measures		
Scope	A	A request to progress a data cleanup in UAT (CR153), plus CR150, CR151 and CR155 that deal with workflow processing scenarios linked to audit requirements are representing an increase in scope.
Budget	R	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 for new go-live date will be confirmed late June
Schedule	R	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. MBIE have confirmed that Go-Live target date 23 rd June (Matariki Weekend), but indicating this may need to move to July – MBIE formal confirmation via CR TBC.
Resource	G	NEC resourcing being prioritised to deal with activities related to MVP. Resourcing bottleneck identified as the pre-prod and 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	R	IPE SOW Variance for Hardware Removal ready for execution. Security Requirements to be progressed as a separate SOW to avoid duplication and allow support sows to be finalised. BCU Support SOW under NEC review following MBIE review & comments/updates. MSA finalised and ready for execution. IPE EULA to be provided to MBIE. MBIE no longer progressing Support Transition SOW.
Relationship	A	Relationship at working group levels very positive/productive – continued communication required at senior level to maintain a positive and productive approach.

Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
SIT Completion	R	02-Dec-24				To be updated when MBIE confirm Go-Live date
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24				To be updated when MBIE confirm Go-Live date
Pre-Production Commencement	R	07-Feb-25				To be updated when MBIE confirm Go-Live date
Pre-Production Complete	R	07-Mar-25				To be updated when MBIE confirm Go-Live date
Production Go-Live	R	8-Apr-25				To be updated when MBIE confirm Go-Live date

High Rated Issues			
#	Description	Impacts / Next Steps	RAG
I435	Data impacts following workflow registration, capping and override changes Some significant modifications to the workflow functionality (defect #120687, CR147, CR148) have resulted data becoming unusable, and new data entered to continue testing. MBIE executed a large number of deletes via the DB13 API interface, and have continued to load large volumes of data for their data scientists to determine how best to define the override rules. This has resulted in large volumes of transactions being left in WAIT state for manual resolution that avoid the purging process that helps to keep the system performant. While some fixes have been applied to deal with high memory usage in the UAT environment, and the system is useable, the performance is not at a desirable level due to the significant unexpected volume of transactions within the work queues.	1) MBIE progress CR with requirements for datafixing utility 2) NEC assess and provide recommendations for data purging to achieve optimal performance and meet MBIE requirements 3) MBIE confirm approach to be taken to enable minimum requirements for data retention to be achieved based on recommended purging/retention	A
I436	Data Retention Audit Requirements conflict with Performance Some of the data tables that MBIE have identified as being required for 50 year audit retention are included in a purging process that is required to keep the system performant. Options available for MBIE to satisfy their audit requirements for purged tables as follows: - Utilise RPT schema for reporting queries (no purging in RPT) - progress CR for realtime triggers to RPT schema (for new realtime requirement)	1) MBIE confirm approach for meeting audit requirements 2) MBIE review and confirm batch maintenance purge parameters 3) NEC complete assessment of CRs 4) NEC set maintenance	A

	3. progress CR for periodic updates (overnight) to RPT Schema 4. Utilise MBIE EDW copy of data 5. The performance challenges and application loading errors being encountered in UAT have highlighted that optimal performance will only be realised through setting the batch maintenance purging utilities to the NECAM recommended levels.	retention values across all environments to align with performance recommendations 5) NEC Ensure data cleanup has been progressed in UAT (ref# i435)	
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High Rated Risks			
#	Description	Mitigation/Treatment Plan	RAG
R437	MBIE Reporting/Queries on Live Database As a result of MBIE/Datacom building reports (OIA/PA) that use queries accessing the LIVE database (UDB) there is a risk that performance of the NEC Solution may be impacted, which may lead to an inability to provide support for the solution. MBIE have confirmed the following tables are accessed for the OIA/PA reports developed by Datacom: From MBIS Database UDB.CMS_CASEFILE UDB.BIO_EVENT UDB.BIO_FACE UDB.MBIE_FAMILY_MEMBER UDB.BIO_PERSON_NAME UDB.BIO_PERSON_DATA UDB.BIO_BIRTHDATE UDB.BIO_EVENT_PROPERTIES UDB.BIO_IDENTIFIER UDB.MBIE_FAMILY_MEMBER From RPT Database BPM_JOB_INFO BPM_JOB_PARAMS	1. Ensure suitable performance testing is completed to include assessment of performance while the reports are being run 2. Ensure only well experienced SQL analysts are provided with access to the LIVE database tables 3. log CR with NEC to assess options to provision the data in the RPT schema	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
145	Modified requirement for processing when Biometrics unavailable	TBC		Awaiting confirmation from MBIE
s 6(c)		n/a		s 9(2)(b)(ii)
153	Data utility to clean up stuck transactions	TBC		MBIE/NEC finalising requirements
154	3 Additional Smartscan Licences	No		Awaiting MBIE approval
155	Matcher Deletion Time Audit and QCedit Workflow	Yes		s 9(2)(b)(ii)

High-level Schedule/Timeline – to be updated following MBIE CR

Release Road Map for MBIE

 MBIE - BCU and IPE Defects :PROD Release 1.0.39.2 hot fix CR155	20/Jun/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.40	23/Jun/25

Release 1.0.39.1 – To be Released 4th June (4) - Prod Hot Fix
SIT Must have defects (3)

- Reveal UI

Release 1.0.40 – To be Released 23rd June (31)- SIT

- Fast follower defects
- 1.0.39.1 & 1.0.39.2 (CR155) hot fixes

Release 1.0.39.2 – To be Released 22nd June (1) - Prod Hot Fix

- CR155
- UAT defect - Duplicate login Entries

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NEC Testing Update

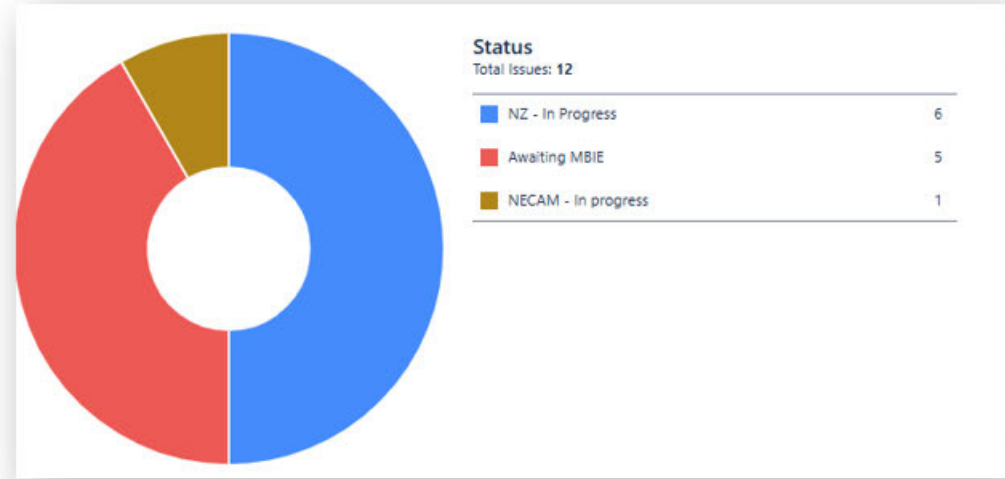
MBIE Defects Required to be Fixed for Go Live

All Severity 2 defects by Business Priority - MVP

Status	Sev 2 - Major	T:
NZ - IN PROGRESS	6	6
NECAM - IN PROGRESS	1	1
AWAITING MBIE	5	5
Total Unique Issues:	12	12

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

Defects : 12
With NECAM : 1
With MBIE: 5



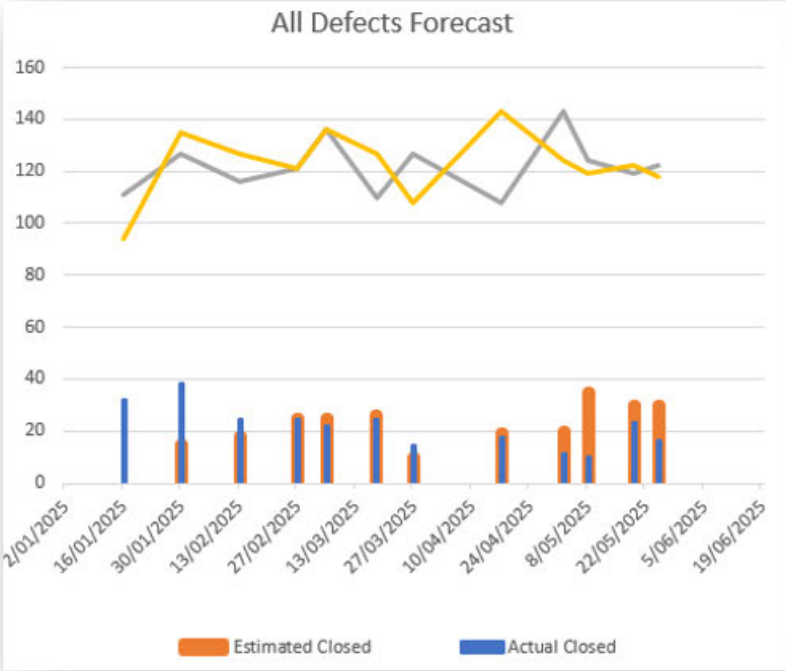
NEC NZ: 6
CR153 - data clean up will fix 3 defects
CR155 – Will fix 1 defect
1 related to purge job
1 related to RBAC

NECAM : 1
Abort related to weighting parameters.
Investigation in process

MBIE : 5
2 unable to reproduce in NECNZ so sent back for MBIE to reproduce
2 related to data structure and auditing requirements (CR maybe required)
1 Invalid date of birth validation

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		17	21	108	101
Release 1.0.36	27/03/2025	20		11	22	143	143
Release 1.0.37	17/04/2025	35		10	10	127	127
Release 1.0.38	02/05/2025	30		23	16	119	119
Release 1.0.38.1	08/05/2025	30		16	9	122	122
Release 1.0.38.2	19/05/2025	30		4	10	118	118
Release 1.0.39	25/05/2025	29		15	15	114	114
Release 1.0.40	05/06/2025	29				85	
Release 1.0.41	19/06/2025	29				56	



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. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.

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

The Project is fully resourced.

Highlighted Risks include: 1) Delays with the production release candidate MVP, s 6(c) Delays to Operational Readiness and technical support for transition to production BAU, 4) Delays with Commercial negotiations.

The production ready MVP solution is suffering delays and go-live has now been postponed into the next financial year. Focus on MVP is causing delays and bottlenecks for other areas of work, posing a risk to the go-live date.

Pressure remains to fix only critical defect, and this erodes scope/system functionality.

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.
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. 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	s 9(2)(a)
Inherent Risk Level	High
Controlled Risk Level	Medium
Risk Controls	
Risk Treatments	Explore opportunities within Data Insights and Intelligence to resource this work appropriately.
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 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

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.
34	
Issue Title	Data Structures not fit for purpose
Issue Owner	s 9(2)(a)
Issue Status	Open
Issue Priority	High
Target Resolution Date	04/05/2025

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 remain focused on resolving and finalising commercial arrangements with the lead vendor, and on the progress of defect resolution.
- Specialist support has been engaged to assist with implementation planning for activities from pre- to post-go-Live, and during the transition into production.

Overall Commentary

- A project Go-Live date is unable to be confirmed until there is certainty about the MVP production solution candidate.
- With all the lead vendor's focus on delivering the MVP, preparation for transition to support has been postponed and there is a risk that technical support may not be ready in time, which causes further risks 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, Fingerprint and Biographic, for recording and matching purposes in the INZ Systems.

Progress since last report

- Releases 1.0.39.1 was delivered on 4th June.
- Training for IPE Smartscan has been developed.

Upcoming activities

- The next release (1.0.39.2) is tentatively scheduled for delivery on 19th June; all other project activities are progressing in parallel.
- Training of trainers for INZ Border will take place on 13 and 16 June.

Highlights

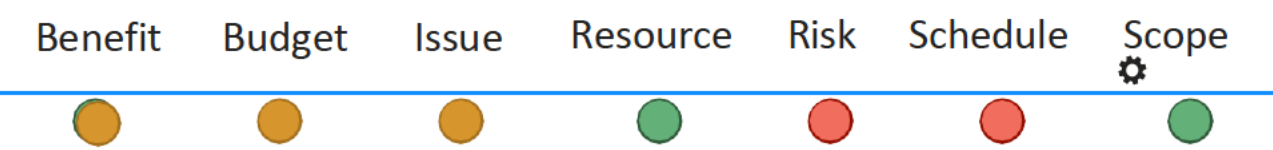
The required residual defect numbers continue to reduce, with the likelihood of a working solution being identified in the upcoming weeks.

Regression testing is continuing.

Lowlights

Delays on 3644 - BCU are still affecting IPE with impact on schedule and budget.

RAG



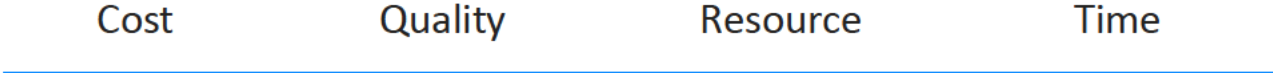
Financial Information

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
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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, which is driving up cost. Uncertainty about the cost of support makes it difficult to budget and forecast whole of life cost.
Issue	
comments	Issues are being monitored and escalated where required. Security vulnerabilities will not be fixed in time for go-live resulting in a high security risk in production.
Resource	
comments	The project is fully resourced.
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, s 6(c) Delays to Operational Readiness and technical support for transition to production BAU, 4) Delays with Commercial negotiations.
Schedule	
comments	The production ready MVP solution continues to be delayed and go-live has been postponed into the next FY.
Scope	
comments	Scope is on track

Escalated Risks

Risk ID

Escalated Issues

Issue ID