



Date & Time	Tuesday 1 st July 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 01 JUL 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) s 9(2)(a) [Redacted] [Redacted]
Apologies	

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

1. Minutes of previous meeting

- s 9(2)(a) is leaving the Steering Group. No replacement is required.
- s 9(2)(a) requested that the previous minutes be amended to note that NEC have delivered the Production Go-Live version of the Solution.
- Richard noted that, from MBIE's perspective, the core solution has been delivered, but that it is not the production ready product as there are 'must-have' defects to resolve.
- It was acknowledged that the production version of the Solution is close.
- Previous minutes for the Steering Group meeting on 03 June 2025 were accepted and actions updated.

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

- Status Report
 - Taken as read
 - s 9(2)(a) requested that NEC be included in the Go Live date discussion.
 - NEC AUNZ have advised that they will bring resources out to New Zealand from the United States to assist with Go-Live and to cover for NEC Expert resources that may be on leave.
 - High Availability (HA) functionality, which is not included in project scope, has contributed to delays.
 - CR153 (Data utility to clean stuck transactions) is completed, CR155 (Matcher Deletion Time Audit and QC Edit Workflow) was delivered early with extra scope to include QC Edit changes, and CR157 (IBW modifications for High Availability) is not yet approved.
 - Performance issues around UAT are a work in progress; Devs are working on this and should have a fix by the end of this week.
- Commercials
 - Commercial negotiations (BCU Support SoW primarily) are close to being finalised, with only two or three issues, from s 9(2)(a) perspective.
 - The BCU Support SoW is currently with NEC, who will provide an updated version to MBIE next week; a meeting is scheduled for next week to discuss.
 - MBIE are keen to close out the remaining points of difference as all commercial agreements must be in place by Go-Live.
 - s 9(2)(a) noted that there was an issue regarding Datacom in terms of upskilling and said that s 9(2)(a) (Datacom), MBIE and NEC are across this together, and it should be sorted soon.
- Other business
 - No other business.
- NEC Left the meeting at **11.24AM**

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

- Status Reports
 - Taken as read.
 - MBIE received the fix for CR155 last week; testing on this is going well thus far.
 - A software release was received on Monday 30th June and included 7 surprise Fast Follower defect fixes. Although this is positive, additional testing is required and may disrupt testing timeframes.

- Regression testing (cycle 1 and 2) is currently on track to complete around mid/late-July.
- Subject to the outcome of Regression Cycle 1, and partly testing cycle 2, a Go-Live timeframe may be confirmed soon.
- Data Warehouse work is positive, and a confirmed solution is expected by the end of July.
- Implementation work has commenced on the Security Walled Garden, with most changes made expected prior to Go-live
- Security Penetration Testing was recently completed; findings indicated that some of the same defects previously resolved, have been reintroduced into the solution.
- Overrides are progressing, with an understanding of what override rule changes are required by mid-July.
- Progress on commercials is not as positive as NEC noted; there are items outstanding, including early termination, and it is likely that the Security SoW will incur additional costs.
- Discussion was held around the HA issue; although it is excluded from the project scope, it is required, and contingency has been built in for this.
- Conversations are under way around Go-Live dates, with consideration to other MBIE activities, and resource availability.
- Targeted dates of 5-7 September / 12-14 September are dependent on both cycles of regression testing completing (or near completing) by the end of July.
- Approval to capitalise BCU was granted last week, and project closure activities are under way in preparation for the July DGB.
- Approval was also provided by the Immigration System Governance Group (ISGG) for funding of the BCU Value Stream for FY25/26.
- A meeting is scheduled for 3PM today with S 9(2)(a) to begin negotiations for service costs.
- A demonstration of the BCU Solution will be provided to the Minister of Immigration in a few weeks' time. The Minister's office will confirm a date with S 9(2)(a)
- Risks and Issues
 - Not discussed

4. Other Business

- Update on Regression Testing: Of 322 test scripts (including 35 listed as not applicable), 68% have passed, 6% are failed/blocked, 3% are paused and 23% are left to run.
-

5. Summary of Action Points

- ACTION: No new action points.

Meeting finished at 11:45 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

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) to follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)		01/07: s 9(2)(a), action left open. 03/06: s 9(2) 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#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)		01/07: No update on the GoLive date at this stage. 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 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	17/06/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					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	
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)		23/06: Early Life Support SoW received from Datacom today, with a cost of s 9(2)(b)(ii). Discussions are under way to determine what proportion of that is expected to be ongoing support cost and what proportion is only ELS cost. 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	15/07/2025

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

AP#	Date	Action	Owner	Update/Comments
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)	01/07: Action Closed 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
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.		01/07: Action Closed 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
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.		01/07: Good progress has been made. s 9(2)(a) should be able to start an analysis by Friday 4 th July. Propose to close this action. Action Closed. 03/06: Propose to keep action open until overrides nailed down 20/05: Discussed during the meeting; action to remain open.

AP#	Date	Action	Owner	Update/Comments
		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.		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.

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
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, 01 July 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 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) asked if there were any significant concerns from Steering Group members for going live. S 9(2) noted that MBIE's main priority is achieving a fully working solution so that a GoLive date (a) 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) 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): 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) 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) 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#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) 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) to arrange a database conversation between NEC and NECAM resources and s 9(2) 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) 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) 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 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. With the additional items required for workflow change request CR155, delivery of the hotfix was delayed to 24th June in version 1.0.39.2. The remaining tickets will be included in a further follow-up hotfix at the end of June. MBIE assessment of impacts to project activities in progress such as regression and security testing will help to confirm the go-live date. HA functionality requirement has continued to be the root cause for a number of the remaining outstanding issues in the UAT environment, with a change request for IBW shared storage having to be progressed (CR157). The production version of software has been rolled out to the Pre-Prod environment (and later Production), this has enabled the commencement of Pre-Prod cutover and associated delta migrations, and will be 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 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 been responded to, and follow-up questions from MBIE are continuing, but have been deferred while the CR155 deployment was developed – resource availability to address the remaining questions will become available as the outstanding sev 2 defects are closed out.	Status RED due to no confirmed Go-Live date, performance challenges (Reveal & IBW), and finalising the outstanding components of the workflow change request.

RAG Status of key Measures		
Scope	A	Various change requests have highlighted the increases in scope of development required for delivery of a suitable go-live version of the solution (CR150, CR151, CR153, CR155, CR157).
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 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 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 – daily standups at exec level helping.

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		Awaiting MBIE approval
154	3 Additional Smartscan Licences	No		
155	Matcher Deletion Time Audit and QCEdit Workflow	Yes		s 9(2)(b)(ii)
157	IBW modifications for High Availability	No		Awaiting confirmation & approval from MBIE

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	24/jun/25
MBIE - BCU and IPE Defects :PROD Release 1.0.39.3 hot fix	30/jun/25
MBIE - BCU and IPE Defects :SIT Release 1.0.40	07/jul/25
MBIE - BCU and IPE Defects :SIT Release 1.0.41	21/jul/25

Release 1.0.39.1 – Released 29th May (7) - Prod Hot Fix

- SIT Must have defects (3)
- CR153 - Reveal UI & IBW (3)

Release 1.0.40 – To be Released 7th July (44)- SIT

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

Release 1.0.39.2 – To be Released 24th June (1) - Prod Hot Fix

- CR155
- SIT Must have defects
 - RBAC
 - Purge Job

Release 1.0.40 – To be Released 21th July - SIT

- Fast follower defects

Release 1.0.39.3 – To be Released 30th June (8) - Prod Hot Fix

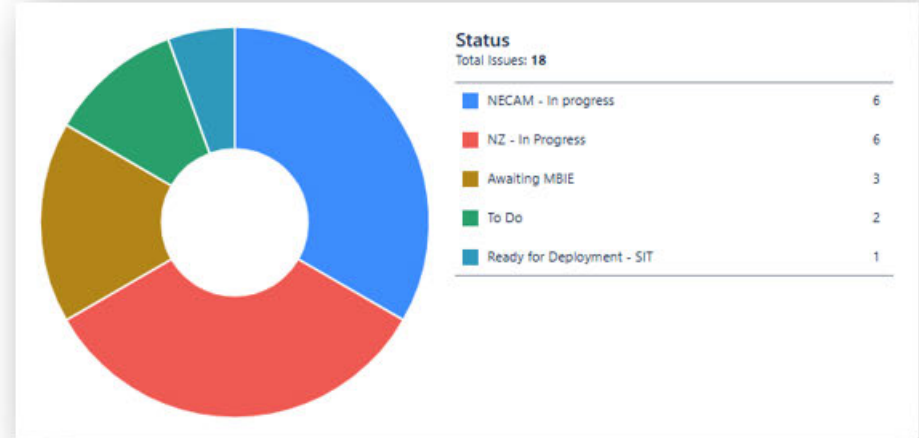
- SIT Must have defects
 - IBW
 - Reveal
 - Purge Jobs

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:
TO DO	2	2
NZ - IN PROGRESS	6	6
READY FOR DEPLOYM...	1	1
NECAM - IN PROGRESS	6	6
AWAITING MBIE	3	3
Total Unique Issues:	18	18



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

Defects : 18
With NECAM : 5
With MBIE: 3

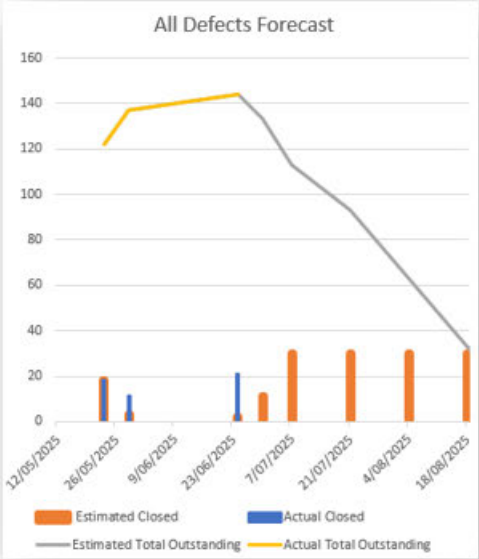
NEC NZ: 9
2 New Tickets still to be triaged
1 awaiting to be deployed
2 IBW relating to HA issues
2 Awaiting on release 1.0.39.2 for logging enhancements
1 Abort
1 CR149

NECAM : 5
2 Reveal
1 Workflow
2 related to purge job

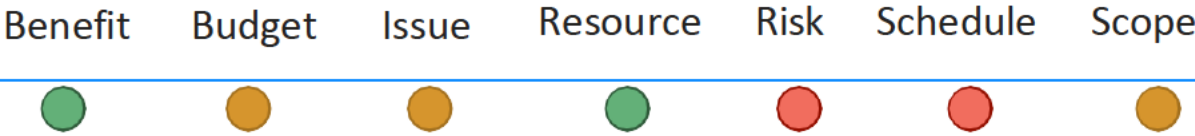
MBIE : 3
2 related to data structure and auditing requirements (CR maybe required)
1 Invalid date of birth validation

SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.39	23/05/2025	18	10	18	14	122	122
Release 1.0.39.1	29/05/2025	3		11	4	137	137
Release 1.0.39.2	24/06/2025	2		21	16	144	144
Release 1.0.39.3	30/06/2025	11				133	
Release 1.0.40	07/07/2025	30	10			113	
Release 1.0.41	21/07/2025	30	10			93	
Release 1.0.42	04/08/2025	30				63	
Release 1.0.43	18/08/2025	30				33	
Release 1.0.44	01/09/2025	30				3	
Release 1.0.45	15/09/2025	3				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. 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. s 6(c)
Resource	
comments	The Project is fully resourced
Risk	
comments	Highlighted Risks include: s 6(c) 2) Delays to Operational Readiness and technical support for transition to production BAU, 3) Delays with Commercial negotiations, 4) Data storage upgrades which are required before go-live, and 5) Delays with the production release candidate MVP.
Schedule	
comments	The production ready MVP solution is experiencing further delays and go-live has now been postponed into the next financial year. Focus on MVP is causing interruptions to other areas of work, posing a risk to the go-live date.
Scope	
comments	Required upgrades to data storage is unplanned new scope which was not budgeted for. Pressure remains to fix only critical defects, and this erodes scope/system functionality.

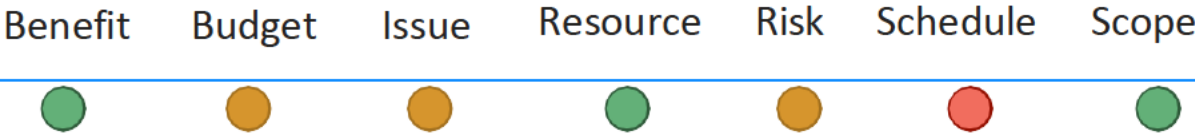
Escalated Risks

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. 4. Ensuring that technical L3 support is well understood and that vendors are set up to provide support. 5. Start support with a period of Early Life Support where support can be refined and
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. Workarounds will be captured in user guides.
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

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 was communicated to the lead vendor and a subsequent decision was made to remedy the security issued by putting additional controls in place rather than changing the software code base. A security memo explaining the expected risk profile of BCU was 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

RAG



Financial Information

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

Vendor

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

Vendor Performance RAG



RAG Commentary

Benefit	
comments	On track
Budget	
comments	Budget is at risk. Continuing delays are 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. s 6(c)
Resource	
comments	The Project is fully resourced
Risk	
comments	Highlighted Risks include: s 6(c) 2) Delays to Operational Readiness and technical support for transition to production BAU, 3) Delays with Commercial negotiations, and 4) Delays with the production release candidate MVP.
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



Date & Time	Tuesday 15 th July 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 15 JUL 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) S 9(2)(a) [Redacted] [Redacted]
Apologies	

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 01 July 2025 were accepted and actions updated.

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

- Status Report
 - Taken as read
 - Overall project status us still red, as NEC are waiting for confirmation of the Go-live date.
 - Severity Two defects are still being raised, but these are reducing.
 - The latest software hotfix was due to be delivered on Thursday (17/07), however that may not occur due to an issue with the Reveal defect fix; S 9(2) has escalated this to NECAM. This issue does not delay the second cycle of regression testing from commencing; however, it may impact the solution demonstration for Alison McDonald on Friday 18th July.
 - Pre-production activities are progressing and should be complete in the next few days.
 - NEC are working through the ongoing questions around Data Structures; the majority of questions have been responded to; however new questions can arise from previous responses; S 9(2)(a) will provide S 9(2) with a confirmed list of unanswered questions as part of normal interactions.
 - S 9(2) indicated that he is interested to work through the fast follower defects and change requests. S 9(2)(a) will meet and discuss, however this is not a priority against go-live preparation. ACTION S 9(2)
 - Richard requested that either S 9(2)(a) be included in the fast follower walkthrough, as he would like to ensure that the business understand which fast followers have the most impact on a manual workaround basis.
- Commercials
 - NEC held an internal meeting re the BCU Support SoW this morning and noted they should be able to send the latest reviewed version to MBIE today (Tuesday 15th).
 - Q: The Commercial RAG Status in the NEC PSR is Red; is there anything that the Steering Group should be concerned about? A: No concerns for the Steering Group.
 - S 9(2)(a) noted that there are two current areas in the Support SoW to raise internally within MBIE: privileged access and early termination charges.
 - Q: What is the status of the two 'comfort' letters re the BCU and IPE EULAs? A from S 9(2)(a): They are in progress and will be with MBIE by the end of this week (Fri 18/07)
- Other business
 - S 9(2) has requested input from Immigration New Zealand around the process for expediting a temporary work visa for an essential skills worker from NECAM; S 9(2) will assist.
- NEC Left the meeting at 11.19AM

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

- Status Reports
 - Taken as read.
 - Regression testing cycle two is starting this week, with cycle one completing today.

- MBIE are still targeting the weekend of 12-14 September for Go-Live, however this date will be confirmed after at least a week of regression cycle 2 being completed and no significant issues raised.
- Alison McDonald will be provided a demonstration of the solution on Friday (18/07), and a separate demonstration for the Minister of Immigration is expected to be held toward the end of July.
- The currently daily meetings between MBIE and NEC executives will drop to a bi-weekly frequency from next week.
- Carolyn Tremain has advised that she would like to commence preparation for post implementation review activities and via S 9(2) is seeking engagement of an external provider for this.
- The proposed mid-September timeframe for Go-live is closely aligned with the availability of both S 9(2)(a) (NEC key resource) S 9(2) ; the next window for Go-Live after this would be at the end of October. ()
- MBIE are waiting for NEC to provide the Security SoW to understand what NEC will provide and what the cost of this will be.
- During the meeting, S 9(2) advised that he had received a timeframe and date have from the Minister's Office: Tuesday 22nd July, 3:45PM to 5PM.
- This covers the demonstration of the BCU and IPE Solutions, and Student Visa by our Future Services Team.
- Risks and Issues
 - Not discussed

4. Other Business

- No other business

5. Summary of Action Points

ACTION: S 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.

Meeting finished at 11:39 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

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) to follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)		15/07: An initial estimate was received however further detail was required. s 9(2)(a) is compiling the details, and s 9(2) will provide a timeframe. s 9(2) is meeting with s 9(2)(a) tomorrow regarding the security SoW. NEC should have enough information by the end of this week (Fri, 08/07) for s 9(2)(a) to finalise the draft SoW. 01/07: s 9(2)(a), action left open. 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	29/07/2025

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#459	15/07/2025	s 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.	s 9(2)(a)		15/07: Opened	29/07/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.			15/07: The current estimate is for a September GoLive; this is not yet officially confirmed and must remain confidential until a date can be confirmed. 01/07: No update on the GoLive date at this stage. 03/06: s 9(2)(a) asked if notification of a GoLive date would be provided on 6th June, as NEC delivered the working solution to MBIE last week. s 9(2)(a) noted	29/07/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					that the first round of regression testing needs to be complete before a GoLive date can be confirmed. § 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 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	

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

AP#	Date	Action	Owner	Update/Comments
AP#439	14/01/2025	§ 9(2)(a) to facilitate the Datacom Support Agreement. <i>Redacted Action – MBIE Only</i>	s 9(2)(a)	10/07: Action Closed 23/06: Early Life Support SoW received from Datacom today, with a cost of § 9(2)(b)(ii). Discussions are under way to determine what proportion of that is expected to be ongoing support cost and what proportion is only ELS cost. 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. § 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

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
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, 15 July 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 29 July 2025	11.00AM – 12.00 PM
Tuesday 12 August 2025	11.00AM – 12.00 PM
Tuesday 26 August 2025	11.00AM – 12.00 PM
Tuesday 09 September 2025	11.00AM – 12.00 PM
Tuesday 23 September 2025	11.00AM – 12.00 PM
Tuesday 07 October 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 1 st July 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 01 JUL 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) S 9(2)(a) [Redacted] [Redacted]
Apologies	

1. Minutes of previous meeting

- S 9(2) is leaving the Steering Group. No replacement is required.
- S 9(2) requested that the previous minutes be amended to note that NEC have delivered the Production Go-Live version of the Solution.
- Richard noted that, from MBIE's perspective, the core solution has been delivered, but that it is not the production ready product as there are 'must-have' defects to resolve.
- It was acknowledged that the production version of the Solution is close.
- Previous minutes for the Steering Group meeting on 03 June 2025 were accepted and actions updated.

2. NEC Update –S 9(2)(a)

- Status Report
 - Taken as read
 - S 9(2) requested that NEC be included in the Go Live date discussion.
 - NEC AUNZ have advised that they will bring resources out to New Zealand from the United States to assist with Go-Live and to cover for NEC Expert resources that may be on leave.
 - High Availability (HA) functionality, which is not included in project scope, has contributed to delays.
 - CR153 (Data utility to clean stuck transactions) is completed, CR155 (Matcher Deletion Time Audit and QC Edit Workflow) was delivered early with extra scope to include QC Edit changes, and CR157 (IBW modifications for High Availability) is not yet approved.
 - Performance issues around UAT are a work in progress; Devs are working on this and should have a fix by the end of this week.
- Commercials
 - Commercial negotiations (BCU Support SoW primarily) are close to being finalised, with only two or three issues, from S 9(2) perspective.
 - The BCU Support SoW is currently with NEC, who will provide an updated version to MBIE next week; a meeting is scheduled for next week to discuss.
 - MBIE are keen to close out the remaining points of difference as all commercial agreements must be in place by Go-Live.
 - S 9(2)(a) noted that there was an issue regarding Datacom in terms of upskilling and said that S 9(2)(a) (Datacom), MBIE and NEC are across this together, and it should be sorted soon.
- Other business
 - No other business.
- NEC Left the meeting at **11.24AM**

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

- Status Reports
 - Taken as read.
 - MBIE received the fix for CR155 last week; testing on this is going well thus far.
 - A software release was received on Monday 30th June and included 7 surprise Fast Follower defect fixes. Although this is positive, additional testing is required and may disrupt testing timeframes.
 - Regression testing (cycle 1 and 2) is currently on track to complete around mid/late-July.

- Subject to the outcome of Regression Cycle 1, and partly testing cycle 2, a Go-Live timeframe may be confirmed soon.
- Data Warehouse work is positive, and a confirmed solution is expected by the end of July.
- Implementation work has commenced on the Security Walled Garden, with most changes made expected prior to Go-live
- Overrides are progressing, with an understanding of what override rule changes are required by mid-July.
- Discussion was held around the HA issue; although it is excluded from the project scope, it is required, and contingency has been built in for this.
- Conversations are under way around Go-Live dates, with consideration to other MBIE activities, and resource availability.
- A meeting is scheduled for 3PM today with S 9(2)(a) to begin negotiations for service costs.
- Risks and Issues
 - Not discussed

4. Other Business

- Update on Regression Testing: Of 322 test scripts (including 35 listed as not applicable), 68% have passed, 6% are failed/blocked, 3% are paused and 23% are left to run.
-

5. Summary of Action Points

- ACTION: No new action points.

Meeting finished at 11:45 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

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) to follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)		01/07: s 9(2)(a), action left open. 03/06: s 9(2) 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	15/07/2025

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)		01/07: No update on the GoLive date at this stage. 03/06: s 9(2) asked if notification of a GoLive date would be provided on 6th 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 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	15/07/2025

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

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

AP#	Date	Action	Owner	Update/Comments
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)	01/07: Action Closed 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
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.		01/07: Action Closed 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
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.		01/07: Good progress has been made. s 9(2)(a) should be able to start an analysis by Friday 4 th July. Propose to close this action. Action Closed . 03/06: 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 17 th 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.

Closed Actions Register:



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. Additional Sev 2 tickets being raised for investigation are highlighting restrictions with some of the downstream integration components (e.g. rate limits where the number of requests allowed is being exceeded) that are manifesting as errors in the upstream NEC system. The remaining sev 2 tickets that require software changes/fixes will be included in what is expected to be the final hotfix (1.0.39.4) in the week ending 11 July 2025. Pre-Prod cutover pre-requisite activities are now complete, allowing the progression of the cutover. MBIE have indicated that a second rollback will be required that will involve 'undoing' transactions – the outcomes of this activity remain uncertain for the legacy systems. Pre-Prod cutover will be followed by the completion of the Production software install to the go-live version (with latest hotfix) and integration work to prepare for the Go-Live cutover. 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 been responded to, and follow-up questions from MBIE are continuing, highlighting an expected ongoing training/upskilling requirement for the system integrator (MBIE). Resource availability to address the remaining questions will become available as the outstanding sev 2 defects are closed out.	Status RED due to no confirmed Go-Live date, performance challenges (Reveal), and further sev 2 tickets being raised requiring investigations

RAG Status of key Measures		
Scope	A	Various change requests have highlighted the increases in scope of development required for delivery of a suitable go-live version of the solution (CR150, CR151, CR153, CR155, CR157).
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 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. Progress being made to bring NECAM resource cover s 9(2)(a)
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 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 – daily standups at exec level helping.

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
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) - progress CR for periodic updates (overnight) to RPT Schema - Utilise MBIE EDW copy of data - 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.	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 retention values across all environments to align with performance recommendations 5) NEC Ensure data cleanup has been progressed in UAT (ref# i435)	A

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		
154	3 Additional Smartscan Licences	No		
155	Matcher Deletion Time Audit and QCedit Workflow	Yes		
157	IBW modifications for High Availability	No		Awaiting confirmation & approval from MBIE

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

Release Road Map for MBIE

 MBIE - BCU and IPE Defects :PROD Release 1.0.39.4 Hot fix	10/Jul/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.40	14/Jul/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.41	28/Jul/25

Release 1.0.39.2 – Released 24th June (4) - Prod Hot Fix

SIT Must have defects

- RBAC
- Reveal
- CR155

Release 1.0.40 – To be Released 14th July (46)- SIT

- Fast follower defects
- All hot fixes
- CR155

Release 1.0.39.3 – Released 30th June (12) - Prod Hot Fix

SIT Must have defects

- Workflow
- IBW
- Reveal

Release 1.0.41 – To be Released 28th July (-) - SIT

- Fast follower defects
- All hot fixes

Release 1.0.39.4 – To Released 10th July (7) - Prod Hot Fix

SIT Must have defects

- IBW
- Reveal
- Purge Jobs

NEC Testing Update

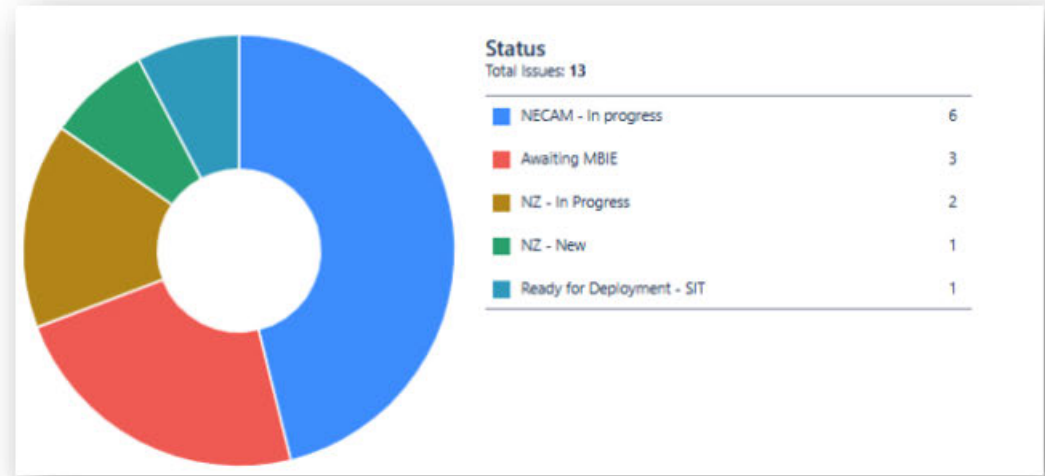
MBIE Defects Required to be Fixed for Go Live

All Severity 2 defects by Business Priority - MVP

Status	Sev 2 - Major	T:
NZ - IN PROGRESS	2	2
READY FOR DEPLOYM...	1	1
NECAM - IN PROGRESS	6	6
NZ - NEW	1	1
AWAITING MBIE	3	3
Total Unique Issues:	13	13

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

Defects : 13
With NECAM : 6
With MBIE: 3



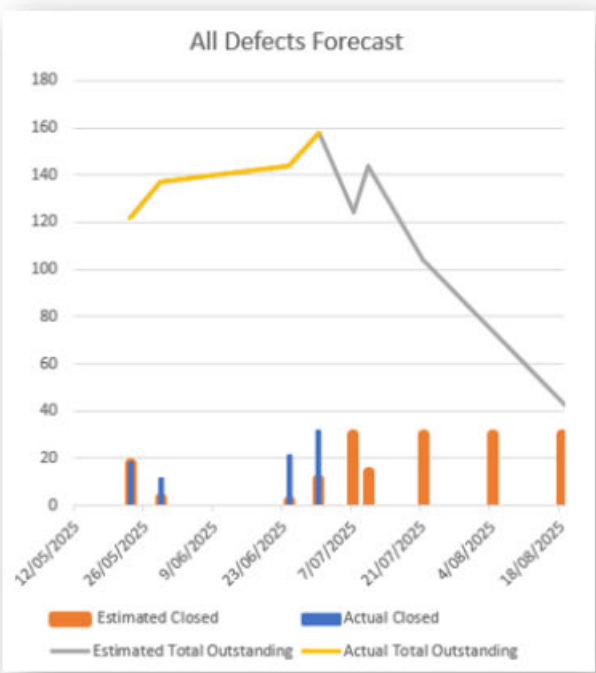
NEC NZ: 4
2 Stuck transactions
1 IBW
1 Awaiting to be released

NECAM : 6
5 Reveal
1 Abort transaction

MBIE : 3
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 1.0.39	23/05/2025	18	10	18	14	122	122
Release 1.0.39.1	29/05/2025	3		11	4	137	137
Release 1.0.39.2	24/06/2025	2		21	16	144	144
Release 1.0.39.3	30/06/2025	11		31	14	158	158
Release 1.0.39.4	10/07/2025	14			14	144	
Release 1.0.40	07/07/2025	30	10			124	
Release 1.0.41	21/07/2025	30	10			104	
Release 1.0.42	04/08/2025	30				74	
Release 1.0.43	18/08/2025	30				44	
Release 1.0.44	01/09/2025	30				14	
Release 1.0.45	15/09/2025	14				0	



RAG



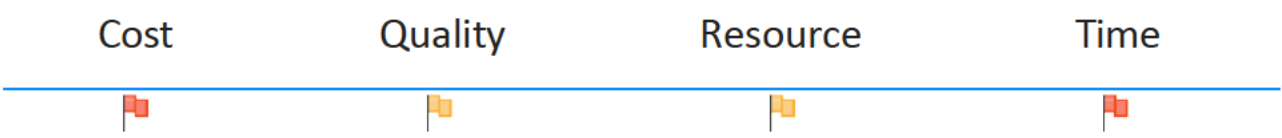
Financial Information

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	Benefits are on track
Budget	●
comments	Budget is at risk. Uncertainty about the cost of support makes it difficult to forecast whole of life cost. Delays to delivery of the BCU Solution have added extra expenses
Issue	●
comments	Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production.
Resource	●
comments	There is pressure on BA resourcing with a high workload.
Risk	●
comments	Highlighted Risks include: 1) Delays to Operational Readiness and technical support for transition to production BAU, 2) Delays with Commercial negotiations. 3) Data storage upgrades which are required before go-live, 4) Delays with the production release candidate MVP, and 5) § 6(c)
Schedule	●
comments	The production ready MVP solution is experiencing further delays and Go-Live has now been postponed, potentially into September 2025. Focus on MVP is causing delays to other areas of work, posing a risk to the Go-Live date.
Scope	●
comments	Required upgrades to data storage is unplanned new scope which adds pressure on resources and budget. Pressure remains to fix only critical defects, 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. 4. Ensuring that technical L3 support is well understood and that vendors are set up to provide support. 5. Start support with a period of Early Life Support where support can be refined and
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. Workarounds will be captured in user guides.
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

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.
35	
Issue Title	Challenging commercial negotiations between MBIE and NEC
Issue Owner	Richard Griffiths
Issue Status	Open
Issue Priority	High
Target Resolution Date	26/06/2025
Issue Treatment	Commercial team together with BCU Programme Director and Legal representation working with NEC to find common ground and reach agreement. Escalate to DCE, Richard Griffiths and CEO, Carolyn Tremain as required.

RAG

Benefit

Budget

Issue

Resource

Risk

Schedule

Scope

Financial Information

Approved WOLC

Approved Project Delivery Budget

Actual Project Expenditure to Date

Forecast to Complete Project Delivery

Variance

Latest Date Entered

Vendor

Vendor Name

Vendor Agreement

Vendor Performance RAG

Cost

Quality

Resource

Time

RAG Commentary

Benefit

comments

Budget

comments

Issue

comments

Resource

comments

Risk

comments

Schedule

comments

Scope

comments

Benefits are on track

The project is exceeding approved opex budget in FY25/26

Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production.

The Project is fully resourced

Highlighted Risks include: 1) Delays to Operational Readiness and technical support for transition to production BAU. 2) Delays with Commercial negotiations, 3) Delays with the production release candidate MVP, and s 6(c)

The production ready MVP solution is experiencing further delays and Go-Live has now been postponed into the next financial year. Focus on MVP is causing interruptions to other areas of work, posing a risk to the Go-Live date. Issues with IPE SmartScan laptops are posing challenges for the schedule.

On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 29 July 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L16.02**

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

ATTENDEES

NEC

APOLOGIES ➤ Richard Owen, General Manager, Immigration Risk & Border, Immigration NZ

	Description	Time	Presenter
1	Welcome, apologies and minutes / actions – included in pack	11.00AM	s 9(2)(a)
2	NEC • Status Report (included) • Commercial Documents – MBIE/NEC • Other (NEC participation concludes)	11.05AM	
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 12 August 2025	11.00AM – 12.00 PM
Tuesday 26 August 2025	11.00AM – 12.00 PM
Tuesday 09 September 2025	11.00AM – 12.00 PM
Tuesday 23 September 2025	11.00AM – 12.00 PM
Tuesday 07 October 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 15 th July 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 15 JUL 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) S 9(2)(a) [Redacted] [Redacted]
Apologies	

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 01 July 2025 were accepted and actions updated.

2. NEC Update – S 9(2)(a)

- Status Report
 - Taken as read
 - Overall project status us still red, as NEC are waiting for confirmation of the Go-live date.
 - Severity Two defects are still being raised, but these are reducing.
 - The latest software hotfix was due to be delivered on Thursday (17/07), however that may not occur due to an issue with the Reveal defect fix; S 9(2) has escalated this to NECAM. This issue does not delay the second cycle of regression testing from commencing; however, it may impact the solution demonstration for Alison McDonald on Friday 18th July.
 - Pre-production activities are progressing and should be complete in the next few days.
 - NEC are working through the ongoing questions around Data Structures; the majority of questions have been responded to; however new questions can arise from previous responses; S 9(2) will provide S 9(2) with a confirmed list of unanswered questions as part of normal interactions.
 - S 9(2) indicated that he is interested to work through the fast follower defects and change requests. S 9(2)(a) en will meet and discuss, however this is not a priority against go-live preparation. ACTION S 9(2)
 - Richard requested that either S 9(2)(a) be included in the fast follower walkthrough, as he would like to ensure that the business understand which fast followers have the most impact on a manual workaround basis.
- Commercials
 - NEC held an internal meeting re the BCU Support SoW this morning and noted they should be able to send the latest reviewed version to MBIE today (Tuesday 15th).
 - Q: The Commercial RAG Status in the NEC PSR is Red; is there anything that the Steering Group should be concerned about? A: No concerns for the Steering Group.
 - Q: What is the status of the two 'comfort' letters re the BCU and IPE EULAs? A from S 9(2)(a): They are in progress and will be with MBIE by the end of this week (Fri 18/07)
- Other business
 - S 9(2) has requested input from Immigration New Zealand around the process for expediting a temporary work visa for an essential skills worker from NECAM; S 9(2) will assist.
- NEC Left the meeting at **11.19AM**

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

- Status Reports
 - Taken as read.
 - Regression testing cycle two is starting this week, with cycle one completing today.
 - MBIE are still targeting the weekend of 12-14 September for Go-Live, however this date will be confirmed after at least a week of regression cycle 2 being completed and no significant issues raised.

- Alison McDonald will be provided a demonstration of the solution on Friday (18/07), and a separate demonstration for the Minister of Immigration is expected to be held toward the end of July.
- The currently daily meetings between MBIE and NEC executives will drop to a bi-weekly frequency from next week.
- Carolyn Tremain has advised that she would like to commence preparation for post implementation review activities and via S 9(2) is seeking engagement of an external provider for this.
- The proposed mid-September timeframe for Go-live is closely aligned with the availability of both S 9(2)(a) (NEC key resource) and S 9(2)(a) the next window for Go-Live after this would be at the end of October.
- MBIE are waiting for NEC to provide the Security SoW to understand what NEC will provide and what the cost of this will be.
- During the meeting, S 9(2) advised that he had received a timeframe and date have from the Minister's Office: Tuesday 22nd July, 3:45PM to 5PM.
- This covers the demonstration of the BCU and IPE Solutions, and Student Visa by our Future Services Team.
- Risks and Issues
 - Not discussed

4. Other Business

- No other business

5. Summary of Action Points

- ACTION S 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.

Meeting finished at 11:39 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

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) to follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)		15/07: An initial estimate was received however further detail was required. s 9(2)(a) compiling the details, and s 9(2) will provide a timeframe s 9(2) (MBIE Cyber Security) is meeting with s 9(2)(a) tomorrow regarding the Security SoW. NEC should have enough information by the end of this week (Fri, 08/07) for s 9(2)(a) to finalise the draft SoW. 01/07: s 9(2)(a) action left open. 03/06: s 9(2) 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	29/07/2025

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#459	15/07/2025	s 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.	s 9(2)(a)		15/07: Opened	29/07/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.			15/07: The current estimate is for a September GoLive; this is not yet officially confirmed and must remain confidential until a date can be confirmed. 01/07: No update on the GoLive date at this stage. 03/06: s 9(2)(a) asked if notification of a GoLive date would be provided on 6th June, as NEC delivered the working solution to MBIE last week s 9(2) noted	29/07/2025

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

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

AP#	Date	Action	Owner	Update/Comments
				No recently closed actions

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 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 has improved to AMBER with 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, and the remaining sev 2 tickets that require software changes/fixes have been included in the final hotfix (1.0.39.6) on 21 July 2025. Pre-Prod cutover pre-requisite activities are now complete, allowing the progression of the cutover. MBIE have indicated that a second rollback will be required that will involve ‘undoing’ transactions – the outcomes of this activity remain uncertain for the legacy systems. Pre-Prod cutover will be followed by the completion of the Production software install to the go-live version (with latest hotfix 1.0.39.6) and integration work to prepare for the Go-Live cutover. 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 been responded to, and follow-up questions from MBIE are continuing, highlighting an expected ongoing training/upskilling requirement for the system integrator (MBIE) – these will be handled via the ADO task approach enabling prioritisation of anything required for go-live.	Status improved to AMBER with completion of final hotfix for go-live 1.0.39.6 and tentative go-live date mid September.

RAG Status of key Measures		
Scope	A	Various change requests have highlighted the increases in scope of development required for delivery of a suitable go-live version of the solution (CR150, CR151, CR153, CR155, CR157, CR158, CR159).
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	A	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. – 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. Progress being made to bring NECAM resource cover while s 9(2)(a) – MBIE assisting with Visa process.
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 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 – daily standups at exec level helping.

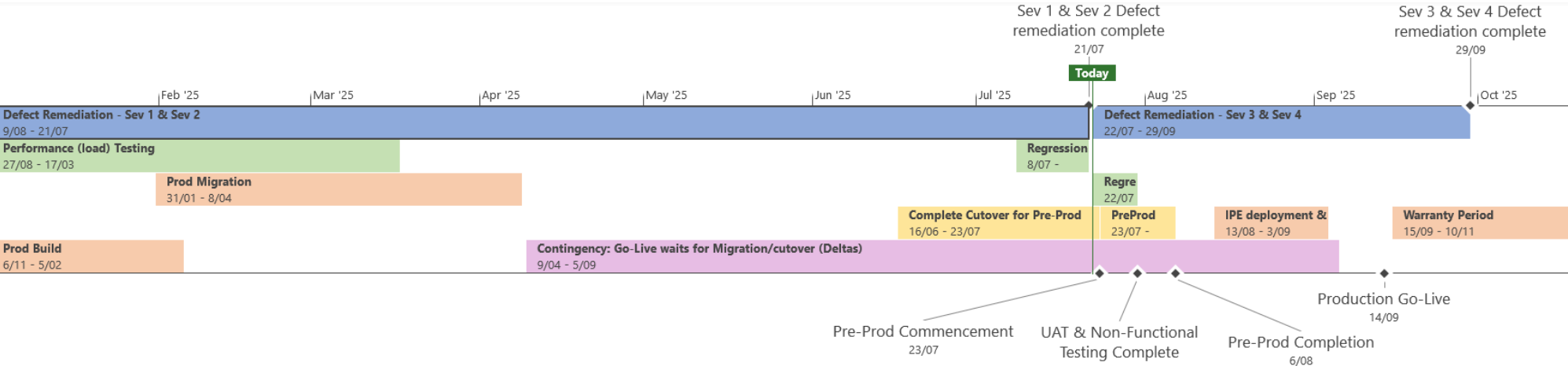
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	A	18-Dec-24	30-Jul-25			Cycle 2 of regression testing nears completion
Pre-Production Commencement	A	07-Feb-25	23-Jul-25			Completion of cutover due 22/7, allowing testing to commence. Rollback to be assessed.
Pre-Production Complete	A	07-Mar-25	06-Aug-25			At risk if Rollback required.
Production Go-Live	A	8-Apr-25	14-Sep-25			Awaiting MBIE confirmation of go-live

High Rated Issues				
#	Description	Impacts / Next Steps	RAG	
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. 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.	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 retention values across all environments to align with performance recommendations 5) NEC Ensure data cleanup has been progressed in UAT (ref# i435)	A	

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
s 6(c)		n/a		s 9(2)(b)(ii)
153	Data utility to clean up stuck transactions	TBC		
154	3 Additional Smartscan Licences	No		
155	Matcher Deletion Time Audit and QCEdit Workflow	Yes		
157	IBW modifications for High Availability	No		Awaiting confirmation & approval from MBIE
158	URL changes required to cater for MBIE DNS changes	No		s 9(2)(b)(ii)
s 6(c)		No		

High-level Schedule/Timeline – MBIE to confirm



Release Road Map for MBIE

 MBIE - BCU and IPE Defects -PROD Release 1.0.39.4 Hot fix	10/Jul/25
 MBIE - BCU and IPE Defects -SIT Release 1.0.40	14/Jul/25
 MBIE - BCU and IPE Defects -SIT Release 1.0.41	28/Jul/25

Release 1.0.39.5 – Released 17th July (1) - Prod Hot Fix

SIT Must have defects

- Reveal

Release 1.0.39.6 – Released 21st July (9) - Prod Hot Fix

SIT Must have defects

- IBW
- Purge Jobs

Release 1.0.40 – To be Released 11th August (75)- SIT

- Fast follower defects
- All hot fixes
- CR155
- IPE fast followers

Release 1.0.41 – Date TBC (TBC)- SIT

- Fast follower defects

NEC Testing Update

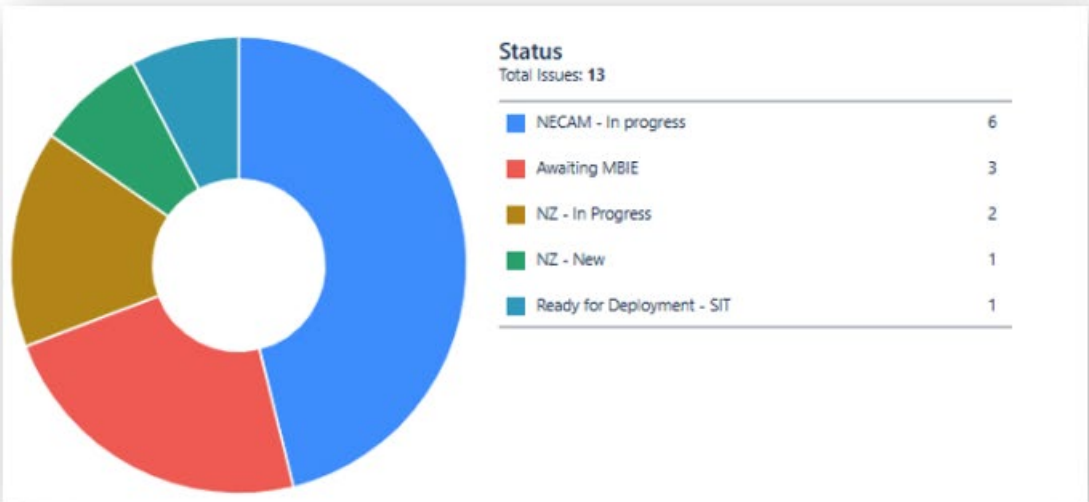
MBIE Defects Required to be Fixed for Go Live

All Severity 2 defects by Business Priority - MVP

Status	Sev 2 - Major	T:
NZ - IN PROGRESS	4	4
NECAM - IN PROGRESS	1	1
AWAITING MBIE	2	2
Total Unique Issues:	7	7

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

Defects : 7
With NECAM : 1
With MBIE: 2



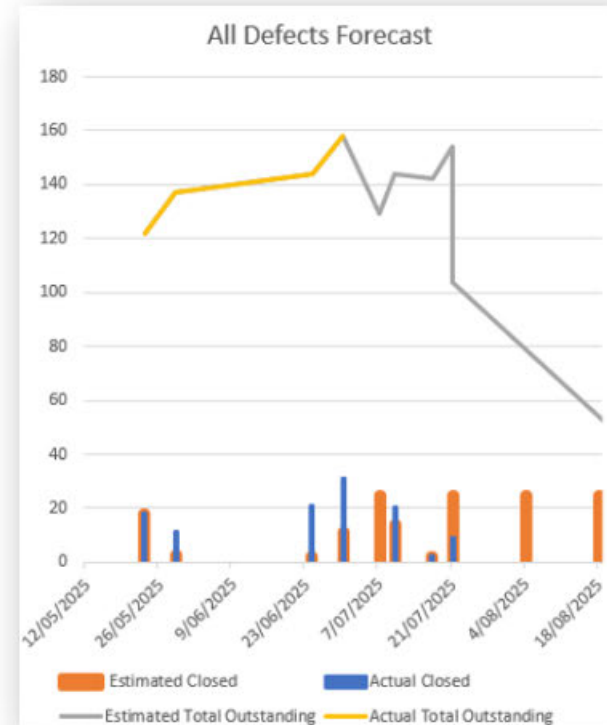
NEC NZ: 4
3 Stalled transactions
1 Nginx configuration change – CR159

NECAM : 6
1 Abort transaction

MBIE : 2
2 related to data structure and auditing requirements (CR maybe required)

SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.39	23/05/2025	18	10	18	14	122	122
Release 1.0.39.1	29/05/2025	3		11	4	137	137
Release 1.0.39.2	24/06/2025	2		21	16	144	144
Release 1.0.39.3	30/06/2025	11		31	21	158	158
Release 1.0.39.4	10/07/2025	14		20	19	144	
Release 1.0.39.5	17/07/2025	2		2	21	142	
Release 1.0.39.6	21/07/2025	3		9	4	154	154
Release 1.0.40	07/07/2025	25				129	
Release 1.0.41	21/07/2025	25				104	
Release 1.0.42	04/08/2025	25				79	
Release 1.0.43	18/08/2025	25				54	
Release 1.0.44	01/09/2025	25				29	
Release 1.0.45	15/09/2025	29				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. Uncertainty about the cost of support makes it difficult to forecast whole of life cost. Delays to delivery of the BCU Solution and unplanned new scope from data storage upgrades have added extra expenses.
Issue	
comments	Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production.
Resource	
comments	There is pressure on BA resourcing with a high workload.
Risk	
comments	Highlighted Risks include: 1) Delays with Commercial negotiations. 2) Data storage upgrades which are required before go-live, 3) Delays with the production release candidate MVP, 4) ^{s 6(c)} and 5) delays to Operational Readiness and technical support for transition to production BAU.
Schedule	
comments	The production ready MVP solution is experiencing further delays and Go-Live has now been postponed, potentially into September 2025. Focus on MVP is causing delays to other areas of work, posing a risk to the Go-Live date.
Scope	
comments	Required data storage upgrades are unplanned new scope, which has added pressure on resources and budget. Pressure remains to fix only critical defects, 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. 4. Ensuring that technical L3 support is well understood and that vendors are set up to provide support. 5. Start support with a period of Early Life Support where support can be refined and
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. Workarounds will be captured in user guides.
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

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.
35	
Issue Title	Challenging commercial negotiations between MBIE and NEC
Issue Owner	Richard Griffiths
Issue Status	Open
Issue Priority	High
Target Resolution Date	26/06/2025
Issue Treatment	Commercial team together with BCU Programme Director and Legal representation working with NEC to find common ground and reach agreement. Escalate to DCE, Richard Griffiths and CEO, Carolyn Tremain as required.

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	Ongoing delays and unplanned new scope are putting significant pressure on the project budget
Issue	
comments	Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production.
Resource	
comments	There is pressure on BA resourcing with a high workload.
Risk	
comments	Highlighted Risks include: 1) Delays with Commercial negotiations, 2) Delays with the production release candidate MVP, 3) s 6(c) and 4) Delays to Operational Readiness and technical support for transition to production BAU.
Schedule	
comments	The production ready MVP solution is experiencing further delays and Go-Live has now been postponed, potentially into September 2025. Focus on MVP is causing delays to other areas of work, posing a risk to the Go-Live date. Issues with IPE SmartScan laptops are posing challenges for the schedule.
Scope	
comments	On track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



Date & Time	Tuesday 12 th August 2025, 11:00am to 12:00pm
Location	RM Pastoral L15.02 and Online via Teams
Agenda	 12 AUG 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair) S 9(2)(a) [Redacted] [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 15 July 2025 were accepted and actions updated.

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

- Status Report
 - Taken as read
 - Overall Status is Amber
 - A hotfix was delivered last week; it has progressed into Pre-prod for smoke testing and is in preparation for the production update. S 9(2)(a) noted that further software change requirements/defects may arise for the final solution.
 - S 9(2) asked if this would impact Action point #445 around confirmation of the Go-Live date; S 9(2)(a) advised that the defects in the Pre-production environment is likely to dissipate, and the UAT defect would be triaged after this Steering Group meeting.
 - NEC have created some configuration changes regarding performance tuning and are waiting to test this with the Qlik replication switched off.
 - The NEC team are working through a variety of potential solutions to improve performance.
 - If there is an opportunity to reduce the volume of replication, this will be explored, however it may or may not have an impact on having a performant solution.
 - Pre-production cutover is complete; a review of cutover timings needs to happen to ensure that cutover can be achieved within the Production weekend timeframe.
 - **Action:** S 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.
 - NEC are working with Datacom around upskilling regarding Level 2 Support; S 9(2)(a) is working on a checklist to assist with this.
 - The high priority Data Structures questions have been answered; however, if there are any questions remaining that need to be answered for Go-Live, please let S 9(2) know.
 - Once MBIE has confirmed the approach for the audit requirements, a change request will likely be required for the work.
 -
- Commercial
 - Not discussed
- Other business
 - No other business
- NEC Left the meeting at **11.15 AM**

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

- Status Reports
 - Taken as read.
 - Performance issues need to be fixed before an announcement around the Go-live timeframe can be made.

- Activities that are happening this week will determine whether Go-live will be in September or at a later date.
- There are now only a very small number of defects, which is positive.
- Ongoing commercial conversations are being held with s 9(2) Richard Griffiths, s 9(2)(a) regard(ng) services.
- NEC have presented a proposition, which s 9(2) is working through with s 9(2)(a) Richard Griffiths, noting that there are terms attached to said proposition that MBIE are not comfortable with.
- This proposition will include resolution of unpaid NEC invoices from April 2025 to present.
- MBIE are also waiting on the Security SoW from NEC, which should be received the week after next (week commencing 25 August 2025).
- s 9(2) working on sending the latest MBIE update of the BCU Support SoW to NEC today.
- Datacom provided a draft Support SoW yesterday (11/08) and will provide an update and a price range by the end of August.
- An Early Life Support (ELS) SoW has also been received from Datacom for 2 months of support on a Time & Materials (T&M) basis; during that period Datacom and MBIE will expound on what the Support SoW will look like and cost.
- s 9(2)(a) Richard Griffiths will have a conversation with s 9(2)(a) regarding the EULA comfort letter.
- Some challenges have arisen with the IPE laptops; these are being extensively worked through by the test team, to narrow down the problem and find a solution.
- Change management is well under control with communications plans in place and agreed, Standard Operating Procedures (SOPs) agreed, Train the Trainer delivery for IPE completed, and completion of the online training modules.
- A monthly aide-memoire to the Minister was issued yesterday.
- s 9(2)(a) Richard will update DGB on project progress on Monday (18/08) and also present the BCU Project Closure Memo.
- It was noted that the Steering Group have endorsed/approved the BCU Project Closure Memo for presentation to DGB.
- Risks and Issues
 - Not discussed

4. Other Business

- Override rules and threshold testing have experienced some delays due to data and replication issues; s 9(2) is working on resolving this.
- Action: s 9(2)(a) to have a conversation s 9(2)(a) to ensure that s 9(2)(a) is clear on what is and isn't available regarding override rules and threshold testing.
- Upcoming Project team leave: s 9(2)(a)
- s 9(2) be taking over the Data Warehouse activities whilst s 9(2)(a), and s 9(2)(a) will look after the Walled Garden activities.

5. Summary of Action Points

- ACTION: s 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.
- ACTION: s 9(2)(a) to have a conversation with s 9(2) to ensure that s 9(2) is clear on what is and isn't available regarding override rules and threshold testing.

Meeting finished at 11:34 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

7. Open Actions – NEC

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

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#461	12/08/2025	s 9(2)(a) to have a conversation with s 9(2) to ensure that s 9(2) clear on what is and isn't available regarding override rules and threshold testing.	s 9(2)(a)		12/08: Opened	26/08/2025
AP#460	12/08/2025	s 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.	s 9(2)(a)		12/08: Opened	26/08/2025
AP#459	15/07/2025	s 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.	s 9(2)(a)		12/08: No update at this stage 15/07: Opened	29/07/2025
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)		12/08: No update at this stage 15/07: The current estimate is for a September GoLive; this is not yet officially confirmed and must remain confidential until a date can be confirmed. 01/07: No update on the GoLive date at this stage. 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) noted that the first round of regression testing needs to be complete before a GoLive date can be confirmed.	29/07/2025

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

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

AP#	Date	Action	Owner	Update/Comments
AP#454	20/05/2025	s 9(2)(a) to follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)	12/08: s 9(2)(a) met with s 9(2)(a) NEC yesterday (11/08) to go through the draft paper, and it was noted that MBIE and NEC are aligned on the scope. A draft SoW is in progress however NEC's legal rep has been on leave; she is back at work next week, and NEC will send the draft SoW the following week (week commencing 25/08). Action Closed 15/07: An initial estimate was received however further detail was required. s 9(2)(a) is compiling the details, and s 9(2)(a) will provide a timeframe. s 9(2)(a) is meeting with s 9(2)(a) tomorrow regarding the Security SoW. NEC should have enough information by the end of this week (Fri, 08/07) for s 9(2) finalise the draft SoW. 01/07: s 9(2)(a) action left open. 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

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
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, 12 August 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L15.02**

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 26 August 2025	11.00AM – 12.00 PM
Tuesday 09 September 2025	11.00AM – 12.00 PM
Tuesday 23 September 2025	11.00AM – 12.00 PM
Tuesday 07 October 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 15 th July 2025, 11:00am to 12:00pm
Location	RM Pastoral L16.02 and Online via Teams
Agenda	 15 JUL 2025 BCU Steering Group Mee
In Attendance	MBIE: Richard Owen (Chair), S 9(2)(a) [Redacted] [Redacted]
Apologies	

1. Minutes of previous meeting

- Previous minutes for the Steering Group meeting on 01 July 2025 were accepted and actions updated.

2. NEC Update – S 9(2)(a)

- Status Report
 - Taken as read
 - Overall project status is still red, as NEC are waiting for confirmation of the Go-live date.
 - Severity Two defects are still being raised, but these are reducing.
 - The latest software hotfix was due to be delivered on Thursday (17/07), however that may not occur due to an issue with the Reveal defect fix; S 9(2) has escalated this to NECAM. This issue does not delay the second cycle of regression testing from commencing; however, it may impact the solution demonstration for Alison McDonald on Friday 18th July.
 - Pre-production activities are progressing and should be complete in the next few days.
 - NEC are working through the ongoing questions around Data Structures; the majority of questions have been responded to; however new questions can arise from previous responses; S 9(2) will provide S 9(2) with a confirmed list of unanswered questions as part of normal interactions.
 - S 9(2) indicated that he is interested to work through the fast follower defects and change requests. S 9(2)(a) will meet and discuss, however this is not a priority against go-live preparation. ACTIONS S 9(2)
 - Richard requested that either S 9(2)(a) be included in the fast follower walkthrough, as he would like to ensure that the business understand which fast followers have the most impact on a manual workaround basis.
- Commercials
 - NEC held an internal meeting re the BCU Support SoW this morning and noted they should be able to send the latest reviewed version to MBIE today (Tuesday 15th).
 - Q: The Commercial RAG Status in the NEC PSR is Red; is there anything that the Steering Group should be concerned about? A: No concerns for the Steering Group.
 - Q: What is the status of the two 'comfort' letters re the BCU and IPE EULAs? A from S 9(2)(a) They are in progress and will be with MBIE by the end of this week (Fri 18/07)
- Other business
 - S 9(2) has requested input from Immigration New Zealand around the process for expediting a temporary work visa for an essential skills worker from NECAM; S 9(2)(a) assist.
- NEC Left the meeting at **11.19AM**

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

- Status Reports
 - Taken as read.
 - Regression testing cycle two is starting this week, with cycle one completing today.
 - MBIE are still targeting the weekend of 12-14 September for Go-Live, however this date will be confirmed after at least a week of regression cycle 2 being completed and no significant issues raised.

- Alison McDonald will be provided a demonstration of the solution on Friday (18/07), and a separate demonstration for the Minister of Immigration is expected to be held toward the end of July.
- The currently daily meetings between MBIE and NEC executives will drop to a bi-weekly frequency from next week.
- Carolyn Tremain has advised that she would like to commence preparation for post implementation review activities and via S 9(2) is seeking engagement of an external provider for this.
- The proposed mid-September timeframe for Go-live is closely aligned with the availability of both S 9(2)(a) (NEC key resource) and S 9(2)(a) the next window for Go-Live after this would be at the end of October.
- MBIE are waiting for NEC to provide the Security SoW to understand what NEC will provide and what the cost of this will be.
- During the meeting, S 9(2) advised that he had received a timeframe and date have from the Minister's Office: Tuesday 22nd July, 3:45PM to 5PM.
- This covers the demonstration of the BCU and IPE Solutions, and Student Visa by our Future Services Team.
- Risks and Issues
 - Not discussed

4. Other Business

- No other business

5. Summary of Action Points

- ACTION S 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.

Meeting finished at 11:39 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

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) to follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)		15/07: An initial estimate was received however further detail was required. s 9(2)(a) is compiling the details, and s 9(2)(a) will provide a timeframe. s 9(2)(a) (MBIE Cyber Security) is meeting with s 9(2)(a) tomorrow regarding the Security SoW. NEC should have enough information by the end of this week (Fri, 08/07) for s 9(2)(a) to finalise the draft SoW. 01/07: s 9(2)(a), action left open. 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	29/07/2025

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#459	15/07/2025	s 9(2)(a) meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.	s 9(2)(a)		15/07: Opened	29/07/2025
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.			15/07: The current estimate is for a September GoLive; this is not yet officially confirmed and must remain confidential until a date can be confirmed. 01/07: No update on the GoLive date at this stage. 03/06: s 9(2)(a) asked if notification of a GoLive date would be provided on 6th June, as NEC delivered the working solution to MBIE last week. George noted	29/07/2025

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

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

AP#	Date	Action	Owner	Update/Comments
				No recently closed actions

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 AMBER with the confirmation of Go-Live date outstanding. The go-live version of software was delivered on 23rd May 2025, and has been updated via hotfixes 7 times with the latest hotfix (1.0.39.7) on 6th August 2025 expected to be locked in for deployment to Production. Performance testing has confirmed that the NEC components are performing at the expected level based on the defined infrastructure requirements, however issues are being encountered linked to components outside of the NEC solution that are using aspects of the infrastructure that have not been included in the NEC sizing – this includes QLIK database replication, and other Datacom toolsets for monitoring etc. NEC assisting with finding a performant solution option. Pre-Prod cutover activities have been finalised and a summary timeline for this activity confirmed at 5 days, so some refinement of this will be required to provide the required level of confidence for the Production cutover. Pre-Prod cutover will be followed by the completion of the Production software install to the go-live version (with latest hotfix 1.0.39.7) and integration work to prepare for the Go-Live cutover. 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 been responded to, and follow-up questions from MBIE are continuing, highlighting an expected ongoing training/upskilling requirement for the system integrator (MBIE) – these will be handled via the ADO task approach enabling prioritisation of anything required for go-live.	Status remains AMBER with completion of <u>final</u> hotfix for go-live 1.0.39.7 – Confirmation of Go-Live weekend outstanding

RAG Status of key Measures		
Scope	A	Various change requests have highlighted the increases in scope of development required for delivery of a suitable go-live version of the solution (CR150, CR151, CR153, CR155, CR157, CR158, CR159). Delivery of any further CRs will follow the approval/funding approach.
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	A	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. – MBIE formal confirmation via CR TBC.
Resource	G	NEC internal planning for resourcing post go-live support progressing and will align with support agreements. NECAM resource cover is in place while s 9(2)(a) – MBIE assisting with Visa process.
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 MBIE review following NEC review & comments/updates. MSA finalised and ready for execution. IPE EULA 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 – daily standups at exec level helping.

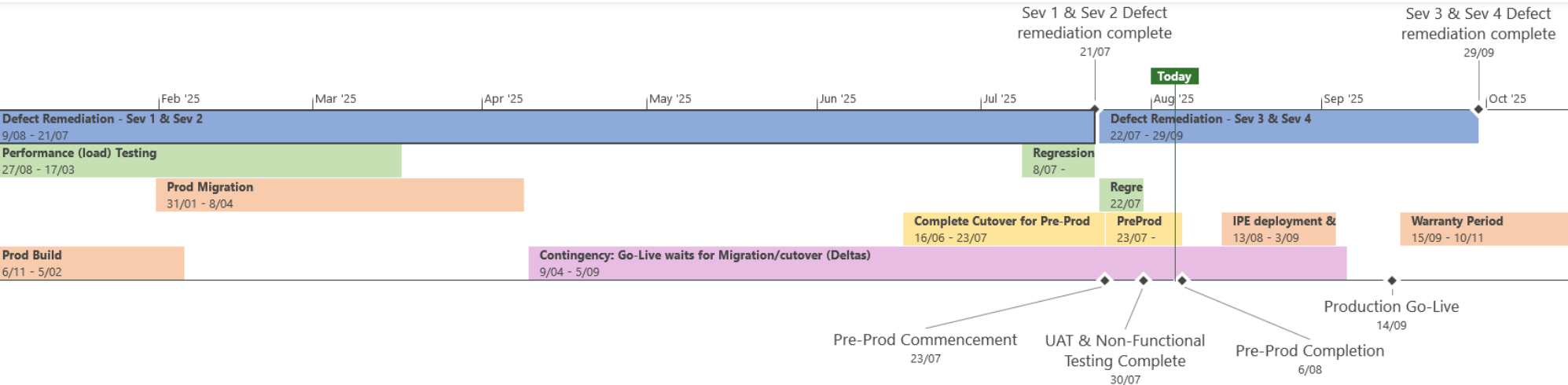
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	A	18-Dec-24	30-Jul-25			Cycle 2 of regression testing nears completion
Pre-Production Commencement	A	07-Feb-25	23-Jul-25			Completion of cutover due 22/7, allowing testing to commence. Rollback to be assessed.
Pre-Production Complete	A	07-Mar-25	06-Aug-25			At risk if Rollback required.
Production Go-Live	A	8-Apr-25	14-Sep-25			Awaiting MBIE confirmation of go-live

High Rated Issues				
#	Description	Impacts / Next Steps	RAG	
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) - progress CR for periodic updates (overnight) to RPT Schema - Utilise MBIE EDW copy of data - 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.	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 retention values across all environments to align with performance recommendations 5) NEC Ensure data cleanup has been progressed in UAT (ref# i435)	A	

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
153	Data utility to clean up stuck transactions	TBC		s 9(2)(b)(ii)
154	3 Additional Smartscan Licences	No		
155	Matcher Deletion Time Audit and QCEdit Workflow	Yes		
157	IBW modifications for High Availability	No		
158	URL changes required to cater for MBIE DNS changes	No		
s 6(c)		No		

High-level Schedule/Timeline – MBIE to confirm



Release Road Map for MBIE

 MBIE - BCU and IPE Defects :PROD Release 1.0.39.4 Hot fix	10/Jul/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.40	14/Jul/25
 MBIE - BCU and IPE Defects :SIT Release 1.0.41	28/Jul/25

Release 1.0.39.6 – To be released 06th August (9) - Prod Hot Fix

Production Must have defects

- IBW
- Workflow
- EAG
- Aborts

New Feature

- Maria DB backup

Release 1.0.40 – To be Released 24th August (75)- SIT

- Fast follower defects
- All hot fixes
- CR155, CR159
- IPE fast followers

Release 1.0.41 – Date TBC (TBC)- SIT

- Fast follower defects

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	2	2
READY FOR TESTING N...	3	3
READY FOR DEPLOYM...	2	2
NECAM - IN PROGRESS	1	1
AWAITING MBIE	2	2
Total Unique Issues:	10	10

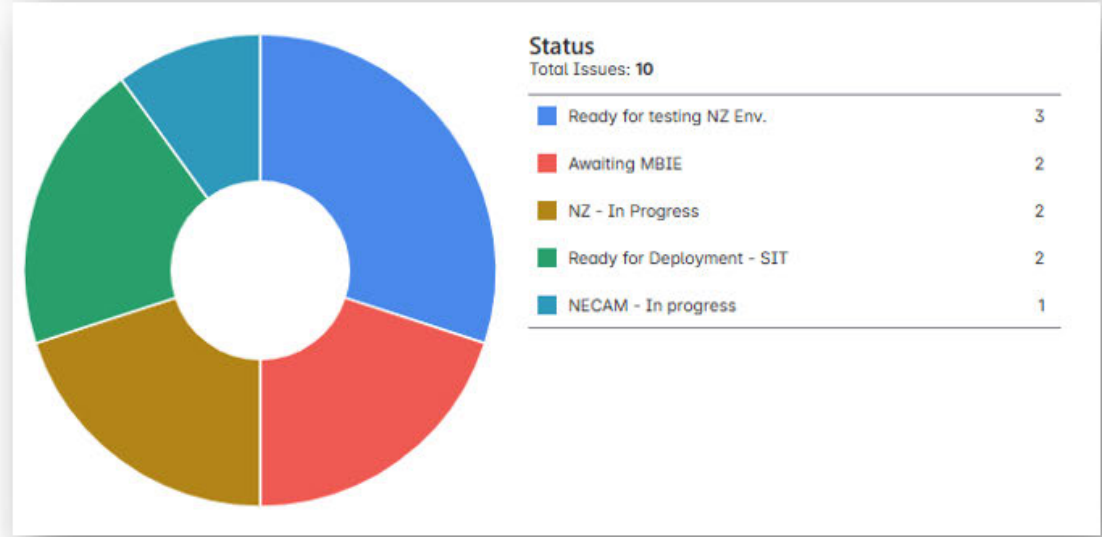
This is the number of SIT defects to be fixed before go live

Defects : 10
With NECAM : 1
With MBIE: 2

NEC NZ: 7
2 Stalled transactions
5 In test will be deployed on the 06/08

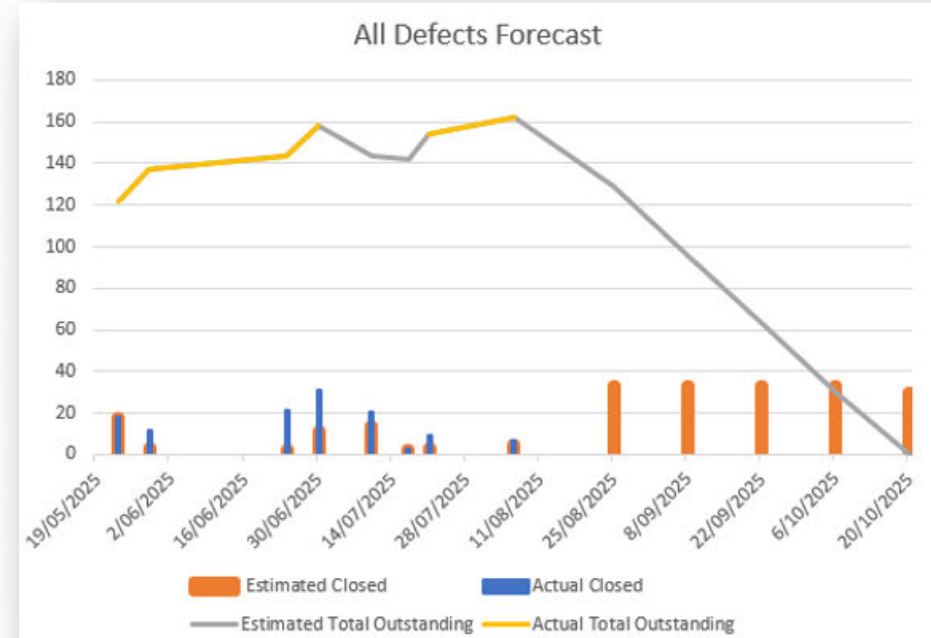
NECAM : 1
1 Reveal UI change

MBIE : 2
1 Auditing requirements (CR maybe required)
1 Workflow issue that needs more information to help with triage



SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.39	23/05/2025	18	10	18	14	122	122
Release 1.0.39.1	29/05/2025	3		11	4	137	137
Release 1.0.39.2	24/06/2025	2		21	16	144	144
Release 1.0.39.3	30/06/2025	11		31	21	158	158
Release 1.0.39.4	10/07/2025	14		20	19	144	
Release 1.0.39.5	17/07/2025	2		2	21	142	
Release 1.0.39.6	21/07/2025	3		9	4	154	154
Release 1.0.39.7	06/08/2025	5		6	21	162	162
Release 1.0.40	25/08/2025	33				129	
Release 1.0.41	08/09/2025	33				96	
Release 1.0.42	22/09/2025	33				63	
Release 1.0.43	06/10/2025	33				30	
Release 1.0.44	20/10/2025	30				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	Benefits are on track
Budget	
comments	The project will close under budget in August.
Issue	
comments	Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production.
Resource	
comments	The test team is under pressure and a key tester has resigned. A new tester is being recruited. Some contractors are over tenure and contracts need to be extended under exemption from contracting tenure rules.
Risk	
comments	Highlighted Risks include: 1) Delays with Commercial negotiations. 2) Data storage upgrades which are required before go-live, 3) Delays with the production release candidate MVP, 4) and 5) delays to Operational Readiness and technical support for transition to production BAU.
Schedule	
comments	The production ready MVP solution is experiencing further delays and the unconfirmed target Go-Live date of mid-September is increasingly at risk. Focus on the MVP has pushed out other work like performance testing which has now kicked off and raising new issues. Issues with the 3586-IPE project is posing significant risk to the BCU schedule.
Scope	
comments	When the BCU project closes in August some scope <u>will be transferred to the BCU Value Stream project</u>

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. 4. Ensuring that technical L3 support is well understood and that vendors are set up to provide support. 5. Start support with a period of Early Life Support where support can be refined and
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. Workarounds will be captured in user guides.
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

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.
35	
Issue Title	Challenging commercial negotiations between MBIE and NEC
Issue Owner	Richard Griffiths
Issue Status	Open
Issue Priority	High
Target Resolution Date	26/06/2025
Issue Treatment	Commercial team together with BCU Programme Director and Legal representation working with NEC to find common ground and reach agreement. Escalate to DCE, Richard Griffiths and CEO, Carolyn Tremain as required.

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	Ongoing delays and unplanned new scope are putting significant pressure on the project budget. The project does not have approved operational budget for FY25/26.
Issue	
comments	Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production. An issue with IPE laptops and scanners is putting training and the go-live date at risk.
Resource	
comments	The test team is under major pressure and a key tester resigned. A new tester is being recruited. There is also pressure on BA resourcing with a high workload.
Risk	
comments	Highlighted Risks include: 1) Delays with Commercial negotiations, 2) Delays with the production release candidate MVP, § 6(c) 4) Delays to Operational Readiness and technical support for transition to production BAU.
Schedule	
comments	The production ready MVP solution is experiencing further delays and Go-Live has now been postponed, potentially into September 2025. Focus on MVP is causing delays to other areas of work, posing a risk to the Go-Live date. Issues with IPE SmartScan laptops are posing challenges for the schedule.
Scope	
comments	Scope is on track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



BIOMETRIC CAPABILITY UPDATE (BCU) PROJECT STEERING GROUP - AGENDA

DATE ➤ Tuesday, 26 August 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L15.02**

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) • Performance Testing • Risks & Issues	11.20AM	
4	Other Business	11.45AM	
5	Summary of Action Points	11.55AM	

UPCOMING MEETINGS

Date	Time
Tuesday 09 September 2025	11.00AM – 12.00 PM
Tuesday 23 September 2025	11.00AM – 12.00 PM
Tuesday 07 October 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 12 th August 2025, 11:00am to 12:00pm
Location	RM Pastoral L15.02 and Online via Teams
Agenda	 12 AUG 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 15 July 2025 were accepted and actions updated.

2. NEC Update – S 9(2)(a)

- Status Report
 - Taken as read
 - Overall Status is Amber
 - A hotfix was delivered last week; it has progressed into Pre-prod for smoke testing and is in preparation for the production update. S 9(2)(a) noted that further software change requirements/defects may arise for the final solution.
 - S 9(2) asked if this would impact Action point #445 around confirmation of the Go-Live date; S 9(2)(a) advised that the defects in the Pre-production environment is likely to dissipate, and the UAT defect would be triaged after this Steering Group meeting.
 - NEC have created some configuration changes regarding performance tuning and are waiting to test this with the Qlik replication switched off.
 - The NEC team are working through a variety of potential solutions to improve performance.
 - If there is an opportunity to reduce the volume of replication, this will be explored, however it may or may not have an impact on having a performant solution.
 - Pre-production cutover is complete; a review of cutover timings needs to happen to ensure that cutover can be achieved within the Production weekend timeframe.
 - **Action:** S 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.
 - NEC are working with Datacom around upskilling regarding Level 2 Support; S 9(2)(a) is working on a checklist to assist with this.
 - The high priority Data Structures questions have been answered; however, if there are any questions remaining that need to be answered for Go-Live, please let S 9(2) know.
 - Once MBIE has confirmed the approach for the audit requirements, a change request will likely be required for the work.
- Commercial
 - Not discussed
- Other business
 - No other business
- NEC Left the meeting at **11.15 AM**

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

- Status Reports
 - Taken as read.
 - Performance issues need to be fixed before an announcement around the Go-live timeframe can be made.
 - Activities that are happening this week will determine whether Go-live will be in September or at a later date.
 - There are now only a very small number of defects, which is positive.

- Some challenges have arisen with the IPE laptops; these are being extensively worked through by the test team, to narrow down the problem and find a solution.
- Change management is well under control with communications plans in place and agreed, Standard Operating Procedures (SOPs) agreed, Train the Trainer delivery for IPE completed, and completion of the online training modules.
- A monthly aide-memoire to the Minister was issued yesterday.
- S 9(2)(a) Richard will update DGB on project progress on Monday (18/08) and also present the BCU Project Closure Memo.
- It was noted that the Steering Group have endorsed/approved the BCU Project Closure Memo for presentation to DGB.
- Risks and Issues
 - Not discussed

4. Other Business

- Override rules and threshold testing have experienced some delays due to data and replication issues; S 9(2)(a) is working on resolving this.
- Action: S 9(2)(a) to have a conversation with S 9(2) to ensure that S 9(2) clear on what is and isn't available regarding override rules and threshold testing. ()
- Upcoming Project team leave: S 9(2)(a)
- S 9(2)(a) will be taking over the Data Warehouse activities whilst S 9(2)(a) look after the Walled Garden activities.

5. Summary of Action Points

- ACTION: S 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.
- ACTION: S 9(2)(a) to have a conversation with S 9(2) to ensure that S 9(2) clear on what is and isn't available regarding override rules and threshold testing.

Meeting finished at 11:34 AM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

7. Open Actions – NEC

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

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#461	12/08/2025	s 9(2)(a) to have a conversation with s 9(2) to ensure that s 9(2) clear on what is and isn't available regarding override rules and threshold testing.	s 9(2)(a)		12/08: Opened	26/08/2025
AP#460	12/08/2025	s 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.	s 9(2)(a)		12/08: Opened	26/08/2025
AP#459	15/07/2025	s 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.	s 9(2)(a)		12/08: No update at this stage 15/07: Opened	26/08/2025
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)		12/08: No update at this stage 15/07: The current estimate is for a September GoLive; this is not yet officially confirmed and must remain confidential until a date can be confirmed. 01/07: No update on the GoLive date at this stage. 03/06: s 9(2) 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) noted that the first round of regression testing needs to be complete before a GoLive date can be confirmed.	26/08/2025

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

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

AP#	Date	Action	Owner	Update/Comments
AP#454	20/05/2025	§ 9(2) to follow up for an estimate from NECAM for the security vulnerability scans.	s 9(2)(a)	12/08: § 9(2)(a) met with § 9(2)(a) (NEC) yesterday (11/08) to go through the draft paper, and it was noted that MBIE and NEC are aligned on the scope. A draft SoW is in progress however NEC's legal rep has been on leave; she is back at work next week, and NEC will send the draft SoW the following week (week commencing 25/08). Action Closed 15/07: An initial estimate was received however further detail was required. § 9(2)(a) is compiling the details, and § 9(2) will provide a timeframe. § 9(2)(a) is meeting with § 9(2)(a) tomorrow regarding the Security SoW. NEC should have enough information by the end of this week (Fri, 08/07) for § 9(2)(a) to finalise the draft SoW. 01/07: § 9(2)(a) . 03/06: § 9(2) 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

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 AMBER with the confirmation of Go-Live date outstanding. The go-live version of software was delivered on 23rd May 2025, and has been updated via hotfixes 7 times with the latest hotfix (1.0.39.7) on 6th August 2025 to UAT, and currently being deployed to Production. Performance testing has confirmed that the NEC components are performing at the expected level based on the agreed non-functional requirements, however issues are being encountered linked to components outside of the NEC solution that are using aspects of the infrastructure that have not been included in the NEC sizing – this includes QLIK database replication, and other Datacom toolsets for monitoring etc. NEC assisting with investigations to find a performant solution option & have applied some tuning configurations in both the application and database. Further recommendations may be provided following provision of the business drivers for the replication approach adopted. Risk has been logged highlighting the potential challenges faced due to multiple testing phases occurring at the same time – increasing likelihood of false-positive defects requiring investigation. Pre-Prod cutover smoke testing identified some issues that have now been addressed. Lessons learned workshops focusing on areas of the cutover that can have a reduced duration (parallel and/or increased risk profile) to fit production cutover within an acceptable timeframe. Production software install to the go-live version (with latest hotfix 1.0.39.7) progressing ahead of the first interim delta planned for this week. 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 been responded to, and follow-up questions from MBIE are continuing, highlighting an expected ongoing training/upskilling requirement for the system integrator (MBIE) – these will be handled via the ADO task approach enabling prioritisation of anything required for go-live.	Status remains AMBER with completion of <u>final</u> hotfix for go-live 1.0.39.7 – Confirmation of Go-Live weekend outstanding

RAG Status of key Measures		
Scope	A	Various change requests have highlighted the increases in scope of development required for delivery of a suitable go-live version of the solution (CR150, CR151, CR153, CR155, CR158, CR159). Delivery of any further CRs will follow the approval/funding approach.
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 – this timeframe significantly exceeded.
Schedule	A	Go/No-Go decision to defer go-live to 2025 has enabled re-baselining of the plan to achievable milestones. – MBIE formal confirmation via CR TBC.
Resource	G	NEC internal planning for resourcing post go-live support progressing and will align with support agreements. NECAM resource cover is in place while s 9(2)(a)
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 MBIE review following NEC review & comments/updates. MSA finalised and ready for execution. IPE EULA provided to MBIE. MBIE no longer progressing Support Transition SOW. Invoice payments overdue, and exec level resolution required.

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 – daily standups at exec level helping.
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Milestone Progress Summary

Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24	30-Jul-25			Cycle 2 of regression testing nears completion. QLIK replication resulting in unacceptable performance – options being investigated.
Pre-Production Commencement	A	07-Feb-25	23-Jul-25			Cutover completed, no rollback progressed.
Pre-Production Complete	A	07-Mar-25	06-Aug-25			Smoke test highlighted issues that have now been resolved.
Production Go-Live	R	8-Apr-25	14-Sep-25			Awaiting MBIE confirmation of go-live – Mid Sep at risk

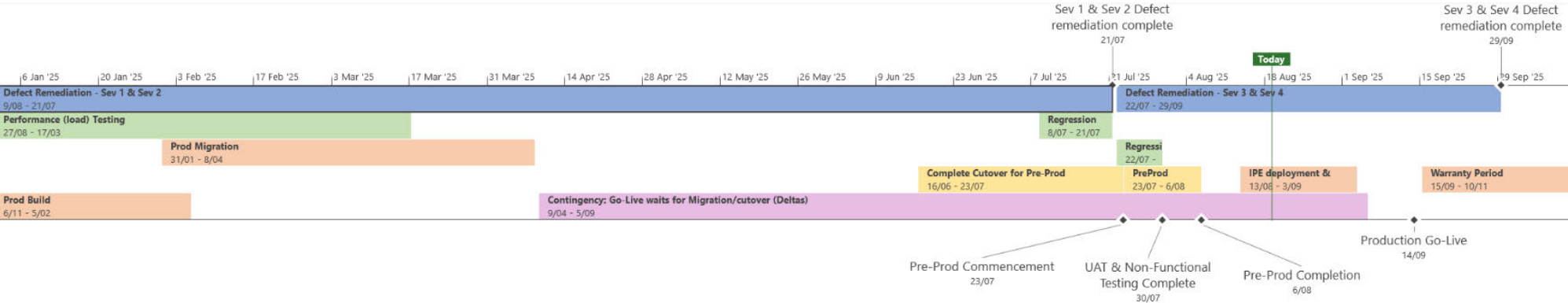
High Rated Issues

#	Description	Impacts / Next Steps	RAG
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: 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.	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 retention values across all environments to align with performance recommendations 5) NEC Ensure data cleanup has been progressed in UAT (ref# i435)	A

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
R440	Multiple test activities in parallel in UAT environment As a result of the MBIE decision to progress multiple testing activities in parallel with the UAT Regression testing activities, corruption of test data may occur and root cause analysis is made very difficult, resulting in difficulty supporting the UAT testing activities due to the complexity in understanding the root cause and potential data corruption that may occur with intrusive penetration testing.	1. MBIE clearly document and share test plans with expected and actual results for all phases of testing being executed in parallel (Regression; Penetration/Security; Performance; BAT; Non Functional). 2. MBIE confirm/share expected timelines for each phase of testing. 3. MBIE to identify and confirm any dependencies for any test phase. 4. Stop and reschedule penetration/security testing 5. MBIE to consider significant risk reduction by completing testing for each phase before starting next.	R

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
153	Data utility to clean up stuck transactions	TBC		s 9(2)(b)(ii)
154	3 Additional Smartscan Licences	No		
155	Matcher Deletion Time Audit and QCedit Workflow	Yes		
157	IBW modifications for High Availability	No		
158	URL changes required to cater for MBIE DNS changes	No		
s 6(c)		No		

High-level Schedule/Timeline – MBIE to confirm



Release Road Map for MBIE

🔔 MBIE - BCU and IPE Defects :SIT Release 1.0.40	18/Aug/25
🔔 MBIE - BCU and IPE Defects :SIT Release 1.0.41	01/Sep/25
🔔 MBIE - BCU and IPE Defects :SIT Release 1.0.43	15/Sep/25

Release 1.0.40 – Released 18th August (75)- SIT

- Fast follower defects
- All hot fixes
- CR155, CR159
- IPE fast followers

Release 1.0.41 – Date TBC (TBC)- SIT

- Fast follower defects

NEC Testing Update

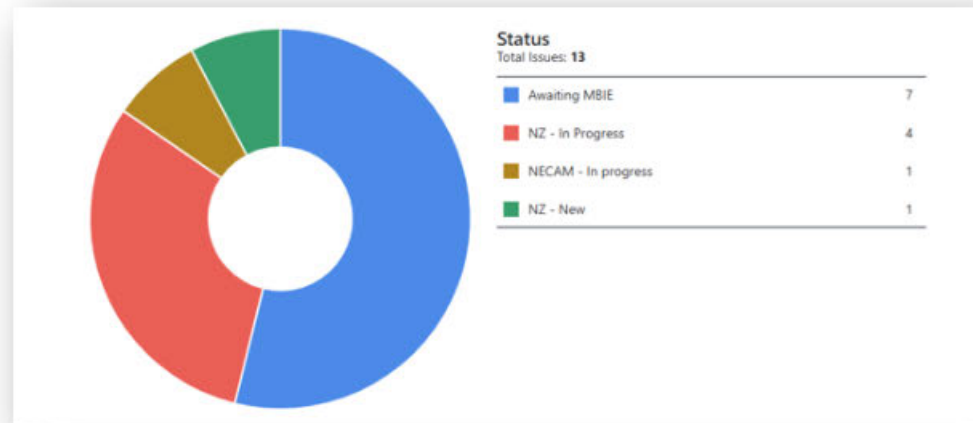
MBIE Defects Required to be Fixed for Go Live

All Severity 2 defects by Business Priority - MVP

Status	Sev 2 - Major	Ti
NZ - IN PROGRESS	4	4
NECAM - IN PROGRESS	1	1
NZ - NEW	1	1
AWAITING MBIE	7	7
Total Unique Issues:	13	13

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

Defects : 13
With NECAM : 1
With MBIE : 7



NEC NZ: 5

- 1 IBW NZP Verify app crashing
- 1 CLMS logging clean up
- 1 Pre-Prod Codes Tables
- 2 Stalled transactions

NECAM : 1

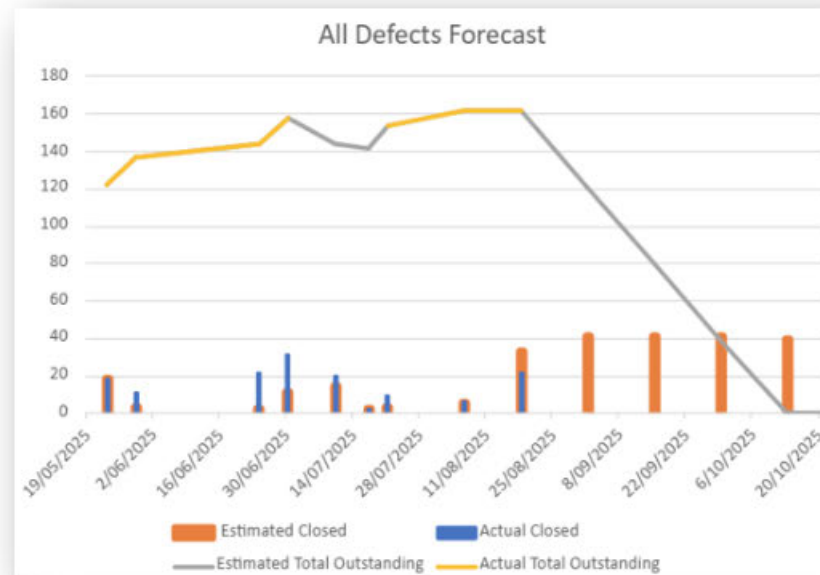
- 1 Reveal UI Defect

MBIE : 7

- 2 Reveal Performance
- 1 Auditing requirements (CR maybe required)
- 1 Audit related defect needing more information
- 1 Reveal UI - pending further testing and logs
- 1 Workflow Issue – Tenprint Update (CR required)
- 1 DB01 Retest – waiting confirmation AMS has been updated successfully

SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.39	23/05/2025	18	10	18	14	122	122
Release 1.0.39.1	29/05/2025	3		11	4	137	137
Release 1.0.39.2	24/06/2025	2		21	16	144	144
Release 1.0.39.3	30/06/2025	11		31	21	158	158
Release 1.0.39.4	10/07/2025	14		20	19	144	
Release 1.0.39.5	17/07/2025	2		2	21	142	
Release 1.0.39.6	21/07/2025	3		9	4	154	154
Release 1.0.39.7	06/08/2025	5		6	21	162	162
Release 1.0.40	18/08/2025	33		21	21	162	162
Release 1.0.41	01/09/2025	41				121	
Release 1.0.42	15/09/2025	41				80	
Release 1.0.43	29/09/2025	41				39	
Release 1.0.44	13/10/2025	39				0	



Date Last Refreshed

20/08/2025 12:36

Project Status Report

As of 20/08/2025

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	84%
Overall RAG Status	
Number of Active Risks	5
Number of Active Issues	2

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

Highlights

The second regression testing cycle completed with a 91% pass rate. Residual defect numbers continue to reduce.

Project Phase

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

Plan to Green

MBIE executives remain focused on resolving and finalising commercial arrangements with the lead vendor, and on the progress of defect resolution.

Lowlights

Performance issues that have surfaced during performance testing are impacting go-live readiness.
Data storage issues, commercial negotiations, transition to support, security issues and delays to delivery of MVP, all still pose risk to the project.

Overall Commentary

- BCU Go-live is affected by delays to delivery of production ready Minimum Viable Product (MVP).
- A project Go-Live date is still unable to be confirmed until there is certainty about the MVP production solution candidate, and the system’s performance.
- The required data storage upgrade is progressing but experiencing challenges contributing to performance issues.
- Performance testing has raised issues that need to be resolved before the system can go live; the Project team is working on confirming a solution for these issues.
- Other areas under pressure are transition to support and user testing.

Progress since last report

- Regression testing cycle 2 concluded with a pass rate of 91%.
- Workshops on Implementation risks and ELS/ Incident management were held on 6th and 7th August respectively.
- Release 1.0.39.7 was delivered on 6th August

Upcoming activities

- Delivery of release 1.0.39.8 is yet to be confirmed.
- Continue Performance testing and find a solution for performance issues.

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	The project will close under budget in August.
Issue	
comments	Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production.
Resource	
comments	The test team is under pressure and a key tester has resigned. A new tester is being recruited. Some contractors are over tenure and contracts need to be extended under exemption from contracting tenure rules.
Risk	
comments	Open risks will be transferred to project 4873 – BCU Value Stream – once the BCU Project closes in August. Highlighted Risks include: 1) Data storage upgrades which are required before go-live, 2) Delays with the production release candidate MVP, s 6(c)) delays to Operational Readiness and technical support for transition to production BAU, and 5) delays with Commercial negotiations.
Schedule	
comments	The production ready MVP solution is experiencing further delays, and the unconfirmed target Go-Live date of mid-September is increasingly at risk. Performance testing has commenced and is raising new issues. Issues with the 3586-IPE project are posing significant risk to the BCU schedule.
Scope	
comments	Some of the project scope will be transferred to project 4873 – BCU Value Stream – when the BCU project closes in August.

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. 4. Ensuring that technical L3 support is well understood and that vendors are set up to provide support. 5. Start support with a period of Early Life Support where support can be refined and
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. Workarounds will be captured in user guides.
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

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.
35	
Issue Title	Challenging commercial negotiations between MBIE and NEC
Issue Owner	Richard Griffiths
Issue Status	Open
Issue Priority	High
Target Resolution Date	26/06/2025
Issue Treatment	Commercial team together with BCU Programme Director and Legal representation working with NEC to find common ground and reach agreement. Escalate to DCE, Richard Griffiths and CEO, Carolyn Tremain as required.

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	Benefits are on track
Budget	
comments	Ongoing delays and unplanned new scope are putting significant pressure on the project budget. The project does not have approved operational budget for FY25/26.
Issue	
comments	Issues are being monitored and escalated where required. Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production.
Resource	
comments	The project test team is under pressure as a key tester has left. A new tester is being recruited; however, some training will be required to bring them up to speed. There is pressure on BA resourcing with a high workload.
Risk	
comments	Highlighted Risks include: 1) Delays with the production release candidate MVP, 2) ^{6(c)} delays to Operational Readiness and technical support for transition to production BAU, and 4) delays with commercial negotiations.
Schedule	
comments	The production ready MVP solution is experiencing further delays, and the unconfirmed target Go-Live date of mid-September is increasingly at risk. Performance testing has commenced and is raising new issues.
Scope	
comments	Scope is on track

Escalated Risks

Risk ID

Escalated Issues

Issue ID



Date & Time	Tuesday 9 th September 2025, 11:00am to 12:00pm
Location	RM Pastoral L15.02 and Online via Teams
Agenda	 09 SEP 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 26 August 2025 were accepted and actions updated.

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

- Status Report
 - Taken as read
 - MBIE Project Status Report (PSR): Issue #30 'Defects not being fixed in a timely manner delaying a production ready MVP', is still open; S 9(2) suggested closing this issue as it is no longer relevant.
 - S 9(2) advised that MBIE don't yet have a production ready solution as there are 'must have' defects remaining, and advised that Issue #30 would remain, and wording would be amended.
 - The Remaining Severity 2 defects have been broken down into 3 categories: performance and volume related, data inconsistencies, and defects requiring change requests.
 - S 9(2)(a) will meet this week to discuss outstanding defects and change requests.
- **Action**
 - MBIE to define and agree the Manual Resolution non-functional requirements; S 9(2)(a) need to meet and discuss a level of queued manual resolution transactions that MBIE believe needs to be supported.
 - S 9(2)(a) to discuss and advise NEC the approach for NFR manual resolution limits and agree a path moving forward. **Action**
 - S 9(2) asked for confirmation on where MBIE is currently at regarding regression testing, security testing, Business testing and NFR testing; S 9(2) advised that Business Acceptance Testing and Regression cycles 1 and 2 have formally completed and is a significant achievement by all parties.
 - S 9(2) queried the NEC PSR regarding Budget, noting that it had been agreed with S 9(2)(a) and S 9(2)(a) that there would be no change request for a new go-live date; S 9(2) advised he had not been made aware of this.
 - S 9(2) advised that the NEC PSR commercial commentary requires updating and should refer to the commercial team in Australia on progress updates.
- Other business
 - S 9(2)(a) noted an issue with CR154 in that MBIE is unable to sign off a change request to the IPE Sow version v3.1, as that version has not been signed and approved by either MBIE or NEC.
 - S 9(2)(a) to identify a way forward on additional licenses for IPE and liaise with NEC - **Action**
- NEC Left the meeting at **11.41AM**

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

- Status Reports
 - Taken as read.
 - Focus is on the Go-Live date confirmation, with two critical path activities needed to complete; 1) complete the design, build, implementation and testing of replication performance environment,

and 2) ensure remaining system must have defects are resolved (noting that these have significantly reduced).

- Depending on the Business, the earliest date for Go-Live is projected between end of October and mid November 2025. Alison is aware of the potential timeframes.
- Node building activities should complete by mid to late October.
- The Project is within Budget; an arrangement has been made with NEC regarding T&M invoices post March, and there are no new charges being made to the 3644-project code.
- NEC Australia's legal team is now overseeing the NEC commercial arrangements, as NEC NZ's commercial and legal representatives have been removed from the MBIE account.
- Laptop build activities are progressing well; MBIE should have the production build candidate next week (week ending 19 September)
- With the quick change in architecture to meet the performance requirements, Richard Griffiths has engaged Deloitte to perform a review of security that is expected to be completed prior to Richard's S 9(2)(a)
- S 9(2)(a) Richard Owen are meeting with Treasury on Thursday (11/09) regarding the need to complete a Gateway review or not.
- Risks and Issues
 - Not discussed at this meeting.

4. Other Business

- Alison has asked Richard Owen S 9(2)(a) to present to the INZ leadership team, once the project Go-Live date is confirmed.

5. Summary of Action Points

- ACTION: S 9(2)(a) will meet this week to discuss outstanding defects and change requests.
- ACTION: S 9(2)(a) to discuss and advise NEC the approach for NFR manual resolution limits and agree a path moving forward.
- ACTION: S 9(2)(a) to identify a way forward on additional licenses for IPE and liaise with NEC
- ACTION: A prioritised list of Fast Follower defects, including CRs, to be provided to NEC this Friday (12/09) – see Action AP#459

Meeting finished at 12:05 PM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

7. Open Actions – NEC

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

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#464	09/09/2025	s 9(2)(a) will meet this week to discuss outstanding defects and change requests.	s 9(2)(a)		12/09: A meeting was held on 12/09 to discuss outstanding defects and change requests; propose to close action. 09/09: Opened	12/09/2025
AP#465	09/09/2025	s 9(2)(a) to discuss and advise NEC the approach for NFR manual resolution limits and agree a path moving forward.			17/09: A meeting to discuss NFR Manual resolution limits is scheduled for 22/09 09/09: Opened	23/09/2025
AP#466	09/09/2025	s 9(2)(a) to identify a way forward on additional licenses for IPE and liaise with NEC			11/09: A way forward was identified and agreed upon; an amendment will be made to the IPE SoW (version 3.1) to add the 3 additional licenses; propose to close action. 09/09: Opened	11/09/2025
AP#460	12/08/2025	s 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.			09/09: No decision yet on GoLive date. Action to remain open 26/08: s 9(2)(a) believes that Production cutover can be achieved in three days, however there will be an impact of one-business day's outage. More certainty will be gained once a 'lessons learned' session for the pre-production cutover has been progressed. 12/08: Opened	14/10/2025
AP#459	15/07/2025	s 9(2)(a) to discuss the Fast Follower defects and prioritise them in a list for NEC, so that NEC have some clarity around this.			12/09: A list of prioritised fast followers (including change requests) was sent to NEC on 12/09 by s 9(2)(a); propose to close action. 09/09: A list of high priority fast followers was provided to NEC after the previous steering group meeting; however, s 9(2) is requesting a consolidated prioritised list of all fast follower defects, including change	12/09/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
		s 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.			requests where agreement has been reached, that may need to be addressed. A list to be provided to NEC by the end of this week (Fri, 12 September) 26/08: Fast followers will be considered at once performance testing is completed. s 9(2) advised that NEC are unsure around which defects are fast followers and which are not and requested more clarity around the priority order of fast followers. MBIE will do some initial work at an appropriate juncture to support NEC. Action updated to reflect this. 12/08: No update at this stage 15/07: Opened	
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)		09/09: No decision yet on GoLive date. Action to remain open 26/08: Action to remain open. 12/08: No update at this stage 15/07: The current estimate is for a September GoLive; this is not yet officially confirmed and must remain confidential until a date can be confirmed. 01/07: No update on the GoLive date at this stage. 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) 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 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	14/10/2025

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

AP#	Date	Action	Owner	Update/Comments
AP#466	09/09/2025	s 9(2)(a) to identify a way forward on additional licenses for IPE and liaise with NEC	s 9(2)(a)	09/09: Licensing issues have now been resolved. Action Closed 26/08: Opened
AP#462	26/08/2025	s 9(2)(a) to meet and gain clarity around what exactly we are dealing with regarding the licensing issue		09/09: The timeframe is now 4-6 weeks to implement additional nodes, which means end September to mid-October. Action Closed 26/08: 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
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, 09 September 2025, 11.00 am- 12:00 pm (60 minutes) – Room: Pastoral **L15.02**

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) • Performance Testing • Risks & Issues	11.20AM	
4	Other Business	11.45AM	
5	Summary of Action Points	11.55AM	

UPCOMING MEETINGS

Date	Time
Tuesday 23 September 2025	11.00AM – 12.00 PM
Tuesday 07 October 2025	11.00AM – 12.00 PM



Date & Time	Tuesday 26 th August 2025, 11:00am to 12:00pm
Location	RM Pastoral L15.02 and Online via Teams
Agenda	 26 AUG 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 12 August 2025 were accepted and actions updated.

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

- Status Report
 - Taken as read
 - Overall Status is Amber – NEC are waiting on confirmation of a Go-live date.
 - NEC will deliver the 8th release update to the Go-live version of software on Thursday 28th August.
 - Performance testing is a top priority; however, it was noted that NEC components are performing at expected levels.
 - NEC have been discussing alternative options around progressing the reporting change request to provide data in a required format that MBIE could consume.
 - S 6(c)
[Redacted]
 - The identity issues in pre-production smoke testing have been addressed, and NEC are now working through lessons learned workshops.
 - The list of questions relating to the Data Structures document have largely been responded to, however this will be confirmed when S 9(2)(a)
[Redacted]
 - A License issue has been raised, around abort errors due to licenses being exceeded as the SoW allows for only 100k images in UAT; NEC are working through and looking to get information from MBIE around what projected volumes are.
 - S 9(2) raised a query around a shortlist of outstanding defects that was sent to S 9(2)(a)
[Redacted] (NEC AU-NZ), noting that the release proposed for Thursday includes only one defect fix.
 - S 9(2) advised that this was the only defect fix that required a software change, as the rest of the outstanding defects on the shortlist are test data issues.
 - There are defects in the dashboard that require further review.
 - Work is under way to prepare the production environment for cutover, software is installed and close to ready for the interim delta and cutover.
 - S 9(2)(a) asked if the UAT licensing issue was impacting ability to progress testing; S 9(2) advised that it was, and it was suggested to take this conversation offline.
 - S 9(2)(a) to meet and gain clarity around what exactly we are dealing with in regard to the licensing issue. **Action**
- Commercial
 - Not discussed at this meeting
- Other business
 - No other business
- NEC Left the meeting at **11.21AM**

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

- Status Reports
 - Taken as read.
 - S 9(2) met with Richard Griffiths, Carolyn Tremain, Greg Patchell and S 9(2)(a) (EY) last week to discuss performance testing and Data Warehouse issues; the result of this was to review two alternative architectural options.
 - A Proof of Concept (POC) was run over the weekend to assess both options, with the outcome showing that Snowflake was the better option of the two.
 - The existing Cluster (Active node/Secondary Node/DR Node) will need to be added to in each environment (UAT/Preprod/Production) to align to the new design.
 - There is an approximately 8–10-week lead time to stand up additional nodes; S 9(2)(a) is investigating whether Datacom could accelerate this.
 - S 9(2)(a) to provide a timeframe on the additional nodes to ascertain a potential go live date. **Action**
 - Work on the BCU Data Warehouse solution has not officially ceased.
- Risks and Issues

4. **Other Business**

- BCU is coming to a critical decision point in terms of GoLive, S 9(2)(a) Richard Owen are meeting with Carolyn Tremain and Richard Griffiths tomorrow (27/08).
- The BCU Steering Group need to document decisions made regarding QLIK and Snowflake
- Commercial conversations have been progressing well with S 9(2)(a).
- A large number of project team members worked through the weekend on the proof of concept around QLIK/Snowflake.

5. **Summary of Action Points**

- ACTION: S 9(2)(a) to meet and gain clarity around what exactly we are dealing with regarding the licensing issue.
- ACTION: S 9(2)(a) to provide a timeframe on the additional nodes to ascertain a potential Go-live date.

Meeting finished at 12:05 PM



6. Open Actions – MBIE & NEC Combined

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
					No current combined open actions	

7. Open Actions – NEC

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

8. Open Actions - MBIE

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#462	26/08/2025	s 9(2)(a) to meet and gain clarity around what exactly we are dealing with regarding the licensing issue	s 9(2)(a)		26/08: Opened	09/09/2025
AP#463	26/08/2025	s 9(2)(a) to provide a timeframe on the additional nodes to ascertain a potential Go-live date	s 9(2)(a)		26/08: Opened	09/09/2025
AP#460	12/08/2025	s 9(2)(a) to review the Production cutover plan to confirm timing for Go-Live weekend.	s 9(2)(a)		26/08: s 9(2)(a) believes that Production cutover can be achieved in three days, however there will be an impact of one-business day's outage. More certainty will be gained once a 'lessons learned' session for the pre-production cutover has been progressed. 12/08: Opened	09/09/2025
AP#459	15/07/2025	s 9(2)(a) to discuss the Fast Follower defects and prioritise them in a list for NEC, so that NEC have some clarity around this. s 9(2)(a) will meet and discuss fast follower defects and change requests, however this is not a priority against go-live preparation.	s 9(2)(a)		26/08: Fast followers will be considered at once performance testing is completed. s 9(2) advised that NEC are unsure around which defects are fast followers and which are not and requested more clarity around the priority order of fast followers. MBIE will do some initial work at an appropriate juncture to support NEC. Action updated to reflect this. 12/08: No update at this stage 15/07: Opened	09/09/2025

AP#	Date	Action	Action Owner	Action Resolver (if applicable)	Update/Comments	Due Date
AP#441	28/01/2025	Formal notification will be provided to NEC the week commencing 24 February, to confirm a revised Project GoLive date.	s 9(2)(a)		26/08: Action to remain open. 12/08: No update at this stage 15/07: The current estimate is for a September GoLive; this is not yet officially confirmed and must remain confidential until a date can be confirmed. 01/07: No update on the GoLive date at this stage. 03/06: s 9(2) asked if notification of a GoLive date would be provided on 6th June, as NEC delivered the working solution to MBIE last week. s 9(2) 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 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	09/09/2025

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

AP#	Date	Action	Owner	Update/Comments
AP#461	12/08/2025	s 9(2)(a) to have a conversation with s 9(2) to ensure that s 9(2) clear on what is and isn't available regarding override rules and threshold testing.	s 9(2)(a)	26/08: A meeting was held after the last Steering Group; regular bi-weekly meetings have been set up to actively track this. There is some further testing to be completed. Action Closed (may be re-opened in the future if it goes 'off-track') 12/08: 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
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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.	
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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 has been assessed as RED with the confirmation of Go-Live date outstanding. The go-live version of software was delivered on 23rd May 2025, and has been updated via hotfixes 8 times with the latest hotfix (1.0.39.8) on 29th August 2025 to UAT, with deployment to Pre-Prod & Production to follow. Performance testing has confirmed that the NEC components are performing at the expected level based on the agreed non-functional requirements, however issues are being encountered linked to components outside of the NEC solution that are using aspects of the infrastructure that have not been included in the NEC sizing – this includes QLIK database replication, and other Datacom toolsets for monitoring etc. NEC are assisting with investigations to find a performant solution option & have applied some tuning configurations in both the application and database. Further recommendations have been provided following provision of the business drivers for the replication approach adopted, however these have not been progressed. Risk has been logged highlighting the potential challenges faced due to multiple testing phases occurring at the same time – increasing likelihood of false-positive defects requiring investigation. Pre-Prod lessons learned workshops focusing on areas of the cutover that can have a reduced duration (parallel and/or increased risk profile) to fit production cutover within an acceptable timeframe. 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 been responded to via the outstanding ADO tasks.	Status RED despite completion of <u>final</u> hotfix for go-live 1.0.39.8 – Confirmation of Go-Live weekend outstanding while performance issues with QLIK investigated.

RAG Status of key Measures		
Scope	A	Various change requests have highlighted the increases in scope of development required for delivery of a suitable go-live version of the solution (CR150, CR151, CR153, CR155, CR158, CR159). Delivery of any further CRs will follow the approval/funding approach.
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 – this timeframe significantly exceeded.
Schedule	A	MBIE formal confirmation via CR TBC.
Resource	G	NEC internal planning for resourcing post go-live support progressing and will align with support agreements. NECAM resource cover is in place while s 9(2)(a)
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 MBIE review following NEC review & comments/updates. MSA finalised and ready for execution. IPE EULA provided to MBIE. MBIE no longer progressing Support Transition SOW. Invoice payments overdue, and exec level resolution required.
Relationship	A	Relationship at working group levels very positive/productive – continued communication required at senior level to maintain a positive and productive approach – daily standups at exec level helping.

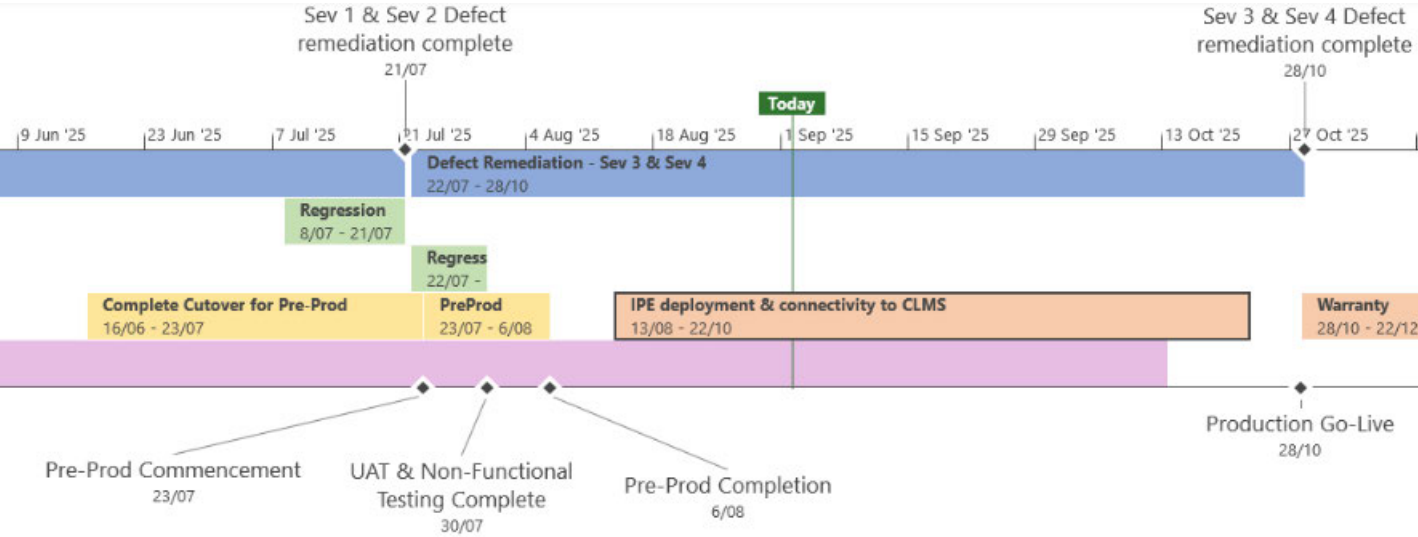
Milestone Progress Summary						
Description	Status	Baseline Date	Forecast Date	Variance	Free Slack	Comment
BCU & IPE						
UAT Commencement (UAT Ready)	G	27-Aug-24	27-Aug-24	0		
UAT & Non-Functional Testing Complete	R	18-Dec-24	30-Jul-25			Cycle 2 of regression testing nears completion. QLIK replication resulting in unacceptable performance – options being investigated.
Pre-Production Commencement	G	07-Feb-25	23-Jul-25			Cutover completed, no rollback progressed. Complete
Pre-Production Complete	G	07-Mar-25	06-Aug-25			Smoke test highlighted issues that have now been resolved. Complete.
Production Go-Live	R	8-Apr-25	14-Sep-25			Awaiting MBIE confirmation of go-live – possibly Mid October

High Rated Issues				
#	Description	Impacts / Next Steps	RAG	
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: 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.	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 retention values across all environments to align with performance recommendations 5) NEC Ensure data cleanup has been progressed in UAT (ref# i435)	A	

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
R440	Multiple test activities in parallel in UAT environment As a result of the MBIE decision to progress multiple testing activities in parallel with the UAT Regression testing activities, corruption of test data may occur and root cause analysis is made very difficult, resulting in difficulty supporting the UAT testing activities due to the complexity in understanding the root cause and potential data corruption that may occur with intrusive penetration testing.	1. MBIE clearly document and share test plans with expected and actual results for all phases of testing being executed in parallel (Regression; Penetration/Security; Performance; BAT; Non Functional). 2. MBIE confirm/share expected timelines for each phase of testing. 3. MBIE to identify and confirm any dependencies for any test phase. 4. Stop and reschedule penetration/security testing 5. MBIE to consider significant risk reduction by completing testing for each phase before starting next.	R

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
153	Data utility to clean up stuck transactions	TBC		s 9(2)(b)(ii)
154	3 Additional Smartscan Licences	No		Awaiting MBIE approval
157	IBW modifications for High Availability	No		MBIE confirmed to defer this CR
s 6(c)		Yes		Awaiting MBIE confirm Requirments/Design

High-level Schedule/Timeline – MBIE to confirm



Release Road Map for MBIE

	MBIE - BCU and IPE Defects :SIT Release 1.0.41	15/Sep/25
	MBIE - BCU and IPE Defects :SIT Release 1.0.42	29/Sep/25

Release 1.0.40 – Released 18th August (75)- SIT

- Fast follower defects
- All hot fixes
- CR155, CR159
- IPE fast followers

Release 1.0.41 – To be release 15th September - SIT

- Fast follower defects

Release 1.0.39.8 – released 29th August (12)

Go Live Hot Fixes (8)

- Kill process
- Reveal
- DB01 data fix
- Performance
- User ability

Fast follower

- DB13 removal of manual tasks

Data Fix(4)

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	4	4
NZ - NEW	3	3
AWAITING MBIE	8	8
Total Unique Issues:	15	15

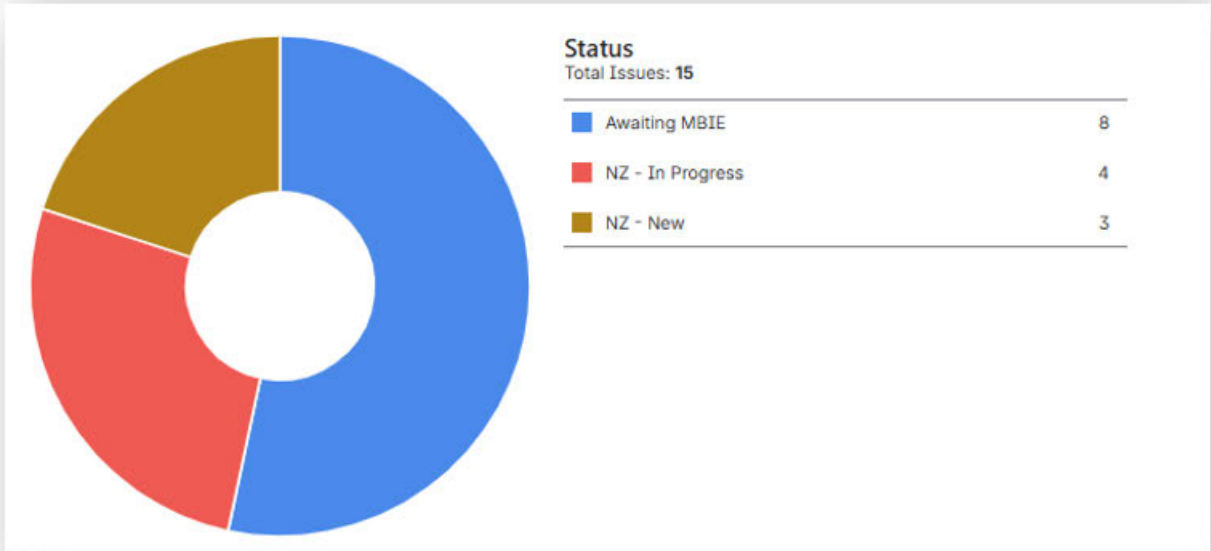
This is the number of SIT defects to be fixed before go live

Defects : 15
With NECAM : 0
With MBIE: 8

- NEC NZ: 7**
- 1 IBW NZP Verify app
 - 1 Server Date
 - 1 Auditing
 - 2 Stalled transactions
 - 2 New defects triage in progress

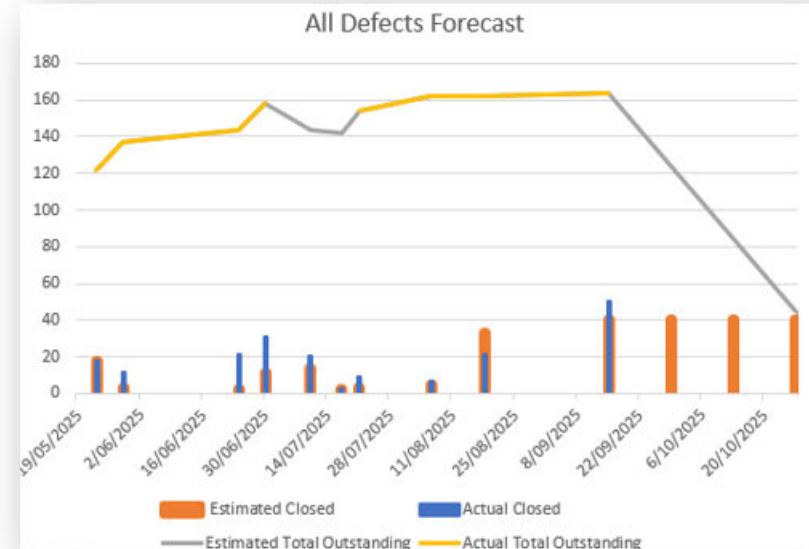
NECAM :0

- MBIE : 8**
- 5 Data Fix
 - 2 Performance
 - 1 IBW



SIT & UAT - Defect Forecast : All defects

		Estimated Closed	Estimated Opened	Actual Closed	Actual Open	Estimated Total Outstanding	Actual Total Outstanding
Release 1.0.39	23/05/2025	18	10	18	14	122	122
Release 1.0.39.1	29/05/2025	3		11	4	137	137
Release 1.0.39.2	24/06/2025	2		21	16	144	144
Release 1.0.39.3	30/06/2025	11		31	21	158	158
Release 1.0.39.4	10/07/2025	14		20	19	144	
Release 1.0.39.5	17/07/2025	2		2	21	142	
Release 1.0.39.6	21/07/2025	3		9	4	154	154
Release 1.0.39.7	06/08/2025	5		6	21	162	162
Release 1.0.40 (1.0.39.8)	18/08/2025	33		21	21	162	162
Release 1.0.41	15/09/2025	40		51	31	164	164
Release 1.0.42	29/09/2025	40				124	
Release 1.0.43	13/10/2025	40				84	
Release 1.0.44	27/10/2025	40				44	



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	The project is currently under budget
Issue	
comments	Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production. Issues are being monitored and escalated where required.
Resource	
comments	The test team is under pressure as a key resource has departed. A new contractor starts In September, which need to get up to speed during a busy time on the project. Some key contract resources are over tenure and exemptions to contract rules are required to further extend contract terms where necessary.
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, and 5) data storage upgrades which are required before go-live. Open risks will be transferred to project 4873 – BCU Value Stream.
Schedule	
comments	The production ready MVP solution is experiencing further delays, and the unconfirmed target Go-Live date of mid-September has been discounted. A new target go-live date needs to Performance testing has raised new issues.
Scope	
comments	Some of the project scope will be transferred to project 4873 – BCU Value Stream.

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. 4. Ensuring that technical L3 support is well understood and that vendors are set up to provide support. 5. Start support with a period of Early Life Support where support can be refined and
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. Workarounds will be captured in user guides.
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

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.
35	
Issue Title	Challenging commercial negotiations between MBIE and NEC
Issue Owner	Richard Griffiths
Issue Status	Open
Issue Priority	High
Target Resolution Date	26/06/2025
Issue Treatment	Commercial team together with BCU Programme Director and Legal representation working with NEC to find common ground and reach agreement. Escalate to DCE, Richard Griffiths and CEO, Carolyn Tremain as required.

Project Status Report

As of 03/09/2025

Project Code

3586

Project Name

In Person Enrolment

Project Details

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

Project Phase

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

Overall Commentary

- A project Go-Live date is still unable to be confirmed until there is certainty about the BCU Data Warehouse performance, and the MVP production solution candidate.
- Other areas under pressure are user testing and transition to support.

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 the progress of defect resolution, and on resolving and finalising commercial arrangements with the lead vendor.

Proof of concept for Data Warehouse performance improvement being tested.

Progress since last report

- Release 1.0.39.8 was delivered on 28th August.

Upcoming activities

- Delivery of release 1.0.39.9 is yet to be confirmed.
- Performance testing is continuing, and a solution for performance issues is still being sought.

Highlights

Issues with Smartscan laptops have been resolved and the production build can now be finalised to roll out IPE kit to users.

Lowlights

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

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	The project does not have approved operational budget for FY25/26. Ongoing delays and unplanned new scope are putting significant pressure on the project budget.
Issue	
comments	Some security vulnerabilities will not be fixed in time for go-live resulting in a high security posture in production. Issues are being monitored and escalated where required.
Resource	
comments	The test team is under pressure as a key resource has departed. A new contractor will start in September and need to be brought up to speed during a busy time in the project. Some key contract resources are over tenure and exemptions to contract rules are required to further extend contract terms where
Risk	
comments	Highlighted Risks include: 1 ^s 6(c) !) Delays to Operational Readiness and technical support for transition to production BAU, 3) Delays with Commercial negotiations, and 4) Delays with the production release candidate MVP.
Schedule	
comments	The production ready MVP solution is experiencing further delays, and the unconfirmed target Go-Live date of mid-September has been discounted. Performance testing has raised new issues.
Scope	
comments	Scope is on track

Escalated Risks

Risk ID

Escalated Issues

Issue ID