

Appraisal Report

Extension to an Existing Disposal Authority

The Central Agencies Shared Services (CASS) – Te Tai Ōhanga Treasury, Te Tari o te Pirimia me te Komiti Matua Department of the Prime Minister and Cabinet [incl. Te Rākau Whakamarumarū National Emergency Management Agency]

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Agency	The Central Agencies Shared Services – Te Tai Ōhanga Treasury, Te Tari o te Pirimia me te Komiti Matua Department of the Prime Minister and Cabinet [incl. Te Rākau Whakamarumarū National Emergency Management Agency].
Contact Name and Details	[Name and details removed]
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Disposal Authority to be extended	DA582

Purpose
<p>The Central Agencies, excluding Te Kawa Mataaho Public Services Commission (covered separately by DA711), request an extension to their current disposal authority, DA582. This disposal authority currently covers the records created by Te Tai Ōhanga Treasury, and Te Tari o te Pirimia me te Komiti Matua Department of the Prime Minister and Cabinet (DPMC) and Te Rākau Whakamarumarū National Emergency Management Agency (NEMA).</p> <p>NEMA was established in December 2019, replacing the Ministry of Civil Defence and Emergency Management (MCDEM) and is an autonomous departmental agency hosted by DPMC and supported by the shared services agreement with the Treasury.</p> <p>DA582 was approved in 2013 and expires on 17 September 2023. Planning for a replacement disposal authority has been delayed due to reduced team capacity, however that is being addressed.</p> <p>This extension will allow the current central agencies to operate under its existing Disposal Authorisation while a new DA is developed to cover the business units and Cabinet Office records which are outside its current scope.</p>

Description
<p>Since DA582 was approved the changing environment and functions of DPMC mean that there are business units that have been created, closed, changed name or status, or have reduced functionality,</p>

that is not covered by DA582, i.e., NEMA replacing MCDEM and becoming an autonomous departmental agency.

While DA582 covers current, non-current and yet to be created records, of Treasury and the DPMC's business units that were specifically named for coverage in the appraisal report and accompanying disposal schedule, it does not cover new business units.

The following are business units and groups that are not covered by the current DA582. They are non-current, semi-current or are expected to be disestablished or newly created, i.e. the Cyclone Recovery Unit, tasked with co ordinating the recovery programme to ensure an all of government approach. Please note that this is not an exhaustive list.

Greater Christchurch Group

The Greater Christchurch Group (GCG) was formed on 1 March 2016, to lead and coordinate central Government's role in the recovery and regeneration of greater Christchurch following the earthquakes of 2010 and 2011 and operated until 29 January 2021, when it was disestablished.

This business Unit worked across government, with Ōtakaro Limited and Regenerate Christchurch, to provide advice to Ministers, and other relevant agencies and community groups.

Health and Disability Transition Unit

The Health and Disability Review Transition Unit (Transition Unit) was established by Cabinet in September 2020 following consideration of the Health and Disability System Review / Hauora Manaaki Ki Aotearoa Whānui, to address inequalities, particularly for Māori, Pacific peoples, and disabled people.

The Transition Unit led the response to the Review, including developing the policy response and design of the system operating model, providing advice on the establishment of new entities and legislative change, and is now working on producing an overall implementation plan and mahi programme for the transition.

Covid-19 Group

The Covid-19 Group was established on 1 July 2020, as a business Unit of the DPMC, continuing the work of the National Crisis Management Centre (NCMC) following the centre's deactivation on 30 June 2020. On 16 November 2022, the COVID-19 Communications and Public Engagement mahi transitioned to Manatū Hauora – Ministry of Health and Te Whatu Ora – Health New Zealand, including responsibility for the Unite Against COVID-19 website and social media channels, which are now run by Te Whatu Ora.

The Covid-19 Group's Policy and Strategy coordination function will remain at DPMC until its transition to Manatū Hauora, no later than 30 June 2023.

Kaitohutohu Mātanga Pūtaiao Matua ki te Pirimia Office of the Prime Minister's Chief Science Advisor (PMCSA)

The Prime Minister's Chief Science Advisor (PMSCA) has a central focus of advising the Prime Minister about how science can inform good decision making in Aotearoa New Zealand. This includes strategic advice across sectors, providing advice on specific topics to both the Prime Minister and other Ministers along with making science more accessible for the public, along with building relationships internationally.

Whilst the PMCSA is not an employee of the Government and therefore not a public office, the records created and maintained by the office are subject to the Public Records Act 2005 (PRA) and as such the

function of the office needs to be captured within a revised disposal authority, as confirmed by Archives New Zealand through a public office assessment carried out in May 2022.

This is not the only instance of DPMC coordinating special Units, task forces, reviews or programmes that provide advice on a particular issue over a period of time. Others include:

- Canterbury Earthquake Recovery Learning and Legacy Programme (2016-2018)
- Kāpuia – Ministerial Advisory Group (2021- present)
- Flag Consideration Project (2014-2016)

Cyclone Recovery Unit

As a result of the severe weather events in March 2023, DPMC have established a new business Unit, the Cyclone Recovery Unit. The new Unit will help co-ordinate the Recovery work programme to ensure an all-of-government approach, so efforts are coordinated and effective for all of those concerned.

Cabinet Office

In addition to the above-mentioned business Units, we also intend to include the records of the Cabinet Office more thoroughly. Records of the Cabinet Office were excluded from DA582 when approved in 2013, as this function had previously been covered by a separate disposal authority (OP01/0088).

While a new authority was previously in the process of being updated by the Cabinet Office, at the time that DA582 was approved, this was not progressed by the office with Archives New Zealand due to resourcing and the disposal authority expired on 1 March 2012.

Justification

In general, the disposal authority remains fit for purpose for those business units which are covered. However, the Central Agencies would like to implement a more functional based disposal authority for Te Tai Ōhanga Treasury, Te Tari o te Pirimia me te Komiti Matua Department of the Prime Minister and Cabinet and Te Rākau Whakamarumaruru National Emergency Management Agency. This approach will allow for greater flexibility in the DA to cover all the records being created in this ever-changing environment.

This is a significant piece of mahi, requiring extensive engagement to bring all functions of the agencies together, enabling a wider depth of disposal coverage, as outlined in the above *Description* section.

We therefore seek to have an extension of two years, to allow time to plan and engage with all our business partners, and to capture the core business functions of all past, current, and future business Units for the Central Agencies records.