



19 January 2024

Tēnā koe

Official Information Act Request

Thank you for your email of 3 December, requesting information about the initial meeting with the Minister for Seniors. I have considered your request under the Official Information Act 1982 (the Act). Please find my decision on each part of your request set out separately below.

1. The date, time and location of your initial meeting with the new Minister for Seniors for your department

The meeting took place on Thursday 30 November 2023, from 1.00pm to 2.00pm, in Room 2-601 of the Parliament Buildings.

2. A list of attendees at this meeting

- Debbie Power, Chief Executive
- Simon MacPherson, Deputy Chief Executive, Policy
- Sarah Palmer, Acting General Manager, International, Disability and Generational Policy
- Diane Turner, Director, Office for Seniors

3. The cost of any flights and accommodation for staff who reside outside of wellington to attend this meeting

No attendees of this meeting were from outside of Wellington, so no costs were incurred.

4. Any documentation provided at the meeting

This request is refused under section 18(d) of the Act on the basis that the information requested will soon be publicly available. This information will be published as soon as possible this year.

5. All notes (including handwritten notes) taken at the meeting by department staff.

Under section 16(1)(e) of the Act, please see the summary below of the notes taken at the meeting.

Discussed items:

- The Government 100-day plan will be the primary focus.
- The key objective will be very clear accountability. Considerations include:
 - A hands-on approach, and delivery orientated.
 - Organisational charts. Relationship of portfolio to commissioners and key agencies.
 - Best service delivery and on the ground staff.
 - Engagement with providers, stakeholders and other groups.
- Hon Costello's potential Associate Minister for Health roles that could relate to her Minister for Seniors role and related issues: dementia, aged care, subsidiary dwellings.
- The review of the Retirement Villages Act is a priority.
- The Minister's preference for communications moving forward:
 - Meetings – Minister interested in delivery focused discussions.
 - Paper copies of reports.
 - Transparency in all matters – no surprises.
 - Open to new ideas and initiatives.
- Would like to work closely with local councils on all issues.

Interested in further information regarding:

- Level of engagement with the Office for Seniors website and other communication channels.
- Retirement Villages.
- Information about:
 - Recurring issues.
 - Role of the Aged Care Commissioner
 - Role of the Retirement Commissioner.
- Age friendly city programme and councils:
 - Any links to the rates rebate scheme?
 - What did they sign up to deliver?
 - Local council capacity to deliver.
 - Information of age friendly grants.
- Dementia care, in-home care support – issues such as how places are allocated, funding, relation to hospital care and programme costs.
- Details on the Budget, about what is being spent and where.

- Māori Health Authority, including aged care capability and targeted delivery of services.
- Elder abuse – the Minister also has Associate Police portfolio and would like to see elder abuse data.
- Gold Care – link to manifesto and coalition agreements. Opportunities for discounts or advantages.

6. A copy of any emails sent by department attendees or all staff communications regarding the meeting with the new Minister for Seniors

Please find attached **Appendix One**, which contains copies of emails sent regarding the meeting.

You will note that email addresses and contact details of staff have been redacted under section 9(2)(a) of the Act, to protect the privacy of natural persons. The need to protect the privacy of these individuals outweighs any public interest in this information.

Some information is withheld under section 9(2)(f)(iv) of the Act to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials. The release of this information is likely to prejudice the ability of government to consider advice and the wider public interest of effective government would not be served.

I will be publishing this decision letter, with your personal details removed, on the Ministry's website in due course.

If you wish to discuss this response with us, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with my decision on your request, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Ngā mihi nui



pp.
Magnus O'Neill
General Manager
Ministerial and Executive Services

From: [Sarah Palmer](#)
To: [Diane Turner](#); [George Minton](#); [Miriam Mathews](#)
Cc: [Trisha Jansson](#); [Rhonda Blood](#)
Subject: FW: MSD officials meeting
Date: Monday, 27 November 2023 5:03:27 pm

IN-CONFIDENCE

FYI team

Sarah Palmer – Manager, Disability Policy ([she/her](#))

[s9\(2\)\(a\)](#) | The Aurora Centre | 56 The Terrace | PO Box 1556 | Wellington | New Zealand

From: Rhonda Blood <[s9\(2\)\(a\)](#)> @msd.govt.nz>
Sent: Monday, 27 November 2023 5:01 pm
To: Policy_GMs (MSD) <[s9\(2\)\(a\)](#)> @msd.govt.nz>
Subject: FW: MSD officials meeting

IN-CONFIDENCE

FYI. I'll put a hold in diaries til the official invite comes through.

From: Adelaide Gleadow <[s9\(2\)\(a\)](#)> @msd.govt.nz>
Sent: Monday, 27 November 2023 5:00 pm
To: Rhonda Blood <[s9\(2\)\(a\)](#)> @msd.govt.nz>; Justina Gear <[s9\(2\)\(a\)](#)> @msd.govt.nz>
Cc: Telea Andrews <[s9\(2\)\(a\)](#)> @msd.govt.nz>; [s9\(2\)\(a\)](#) @parliament.govt.nz
Subject: Re: MSD officials meeting

IN-CONFIDENCE

Hey Justina

Are we able to pencil in this time for Debbie?

[@Rhonda Blood](#) for Simon and Policy peeps too.

Thanks
Adelaide

From: Phoebe Duncan <[s9\(2\)\(a\)](#)> @parliament.govt.nz>
Sent: Monday, November 27, 2023 4:57 PM
To: Adelaide Gleadow <[s9\(2\)\(a\)](#)> @msd.govt.nz>
Subject: MSD officials meeting

Hi Adelaide,

Can we please pencil in 1:30pm on Thursday for a meeting with MSD officials and the Minister. Please note that this time is pending the Ministers approval and is still TBC.

My understanding is this meeting will include the following attendees.

- Debbie Power,
- Simon MacPherson
- Julia Bergman (although I believe Julia is on leave at the moment)
- Diane Turner
- Harry Fenton
- George Minton

Is there anyone else I need to get in touch with that is not on this list?

Ngā mihi nui,

Phoebe



Phoebe Duncan

Private Secretary – Seniors | Office of Hon Casey Costello

Minister of Customs
Minister for Seniors
Associate Minister of Immigration
Associate Minister of Health
Associate Minister of Police

DDI: s9(2)(a) M: +s9(2)(a) E: s9(2)(a) @parliament.govt.nz
Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

RELEASED UNDER THE OFFICIAL INFORMATION ACT

From: [Telea Andrews](#)
To: [Rhonda Blood](#)
Cc: [Justina Gear](#); [Sarah Palmer](#); [Adelaide Gleadow](#); [Brooke Cutting](#); [Diane Turner](#); [Miriam Mathews](#); [s9\(2\)\(a\)@parliament.govt.nz](#)
Subject: RE: MSD officials meeting
Date: Tuesday, 28 November 2023 5:07:23 pm

IN-CONFIDENCE

Hi Rhonda

Yes Simon's suggestion on **Debbie, Simon, Sarah (acting for Julia) and Diane** is good/ more what Debbie was expecting

Thanks!

From: Rhonda Blood <[s9\(2\)\(a\)@msd.govt.nz](#)>
Sent: Tuesday, 28 November 2023 3:51 pm
To: Telea Andrews <[s9\(2\)\(a\)@msd.govt.nz](#)>
Cc: Justina Gear <[s9\(2\)\(a\)@msd.govt.nz](#)>; Sarah Palmer <[s9\(2\)\(a\)@msd.govt.nz](#)>; Adelaide Gleadow <[s9\(2\)\(a\)@msd.govt.nz](#)>; Brooke Cutting <[s9\(2\)\(a\)@msd.govt.nz](#)>; Diane Turner <[s9\(2\)\(a\)@msd.govt.nz](#)>; Miriam Mathews <[s9\(2\)\(a\)@msd.govt.nz](#)>; [s9\(2\)\(a\)@parliament.govt.nz](#)
Subject: RE: MSD officials meeting

IN-CONFIDENCE

Simon is conscious you want to keep numbers down, so he suggest we either go with Debbie, Simon, Sarah (acting for Julia) and Diane.

Or the current invite list of 6, which includes the two managers who will do all the heavy lifting in terms of doing the work for the portfolio, ie George and Miriam (acting for Harry).

He's happy for it to be Debbie's call.

From: Phoebe Duncan <[s9\(2\)\(a\)@parliament.govt.nz](#)>
Sent: Tuesday, 28 November 2023 3:44 pm
To: Telea Andrews <[s9\(2\)\(a\)@msd.govt.nz](#)>; Sarah Palmer <[s9\(2\)\(a\)@msd.govt.nz](#)>; Adelaide Gleadow <[s9\(2\)\(a\)@msd.govt.nz](#)>; Brooke Cutting <[s9\(2\)\(a\)@msd.govt.nz](#)>
Cc: Rhonda Blood <[s9\(2\)\(a\)@msd.govt.nz](#)>; Justina Gear <[s9\(2\)\(a\)@msd.govt.nz](#)>; Miriam Mathews <[s9\(2\)\(a\)@msd.govt.nz](#)>; Diane Turner <[s9\(2\)\(a\)@msd.govt.nz](#)>
Subject: RE: MSD officials meeting

IN-CONFIDENCE

Looping in Diane here.

Phoebe

From: Telea Andrews <§9(2)(a)@msd.govt.nz>
Sent: Tuesday, 28 November 2023 3:40 PM
To: Phoebe Duncan <§9(2)(a)@parliament.govt.nz>; Sarah Palmer <§9(2)(a)@msd.govt.nz>; Adelaide Gleadow <§9(2)(a)@msd.govt.nz>; Brooke Cutting <§9(2)(a)@msd.govt.nz>
Cc: Rhonda Blood <§9(2)(a)@msd.govt.nz>; Justina Gear <§9(2)(a)@msd.govt.nz>; Miriam Mathews <§9(2)(a)@msd.govt.nz>
Subject: RE: MSD officials meeting

IN-CONFIDENCE

Hey team spoke to Debbie this is looking a little big for the first meeting is it possible to get this down to four please?

From: Phoebe Duncan <§9(2)(a)@parliament.govt.nz>
Sent: Monday, 27 November 2023 6:46 pm
To: Sarah Palmer <§9(2)(a)@msd.govt.nz>; Adelaide Gleadow <§9(2)(a)@msd.govt.nz>; Brooke Cutting <§9(2)(a)@msd.govt.nz>
Cc: Rhonda Blood <§9(2)(a)@msd.govt.nz>; Telea Andrews <§9(2)(a)@msd.govt.nz>; Justina Gear <§9(2)(a)@msd.govt.nz>; Miriam Mathews <§9(2)(a)@msd.govt.nz>
Subject: Re: MSD officials meeting

IN-CONFIDENCE

Hi Sarah,

Somewhere deep in the back of my brain I knew I had been told this! Noted :)

Will be in touch tomorrow with a time confirmation and agenda.

Thanks all.
Phoebe

Get [Outlook for iOS](#)

From: Sarah Palmer <§9(2)(a)@msd.govt.nz>
Sent: Monday, November 27, 2023 6:01:37 PM
To: Adelaide Gleadow <§9(2)(a)@msd.govt.nz>; Phoebe Duncan <§9(2)(a)@parliament.govt.nz>; Brooke Cutting <§9(2)(a)@msd.govt.nz>
Cc: Rhonda Blood <§9(2)(a)@msd.govt.nz>; Telea Andrews <§9(2)(a)@msd.govt.nz>; Justina Gear <§9(2)(a)@msd.govt.nz>; Miriam Mathews <§9(2)(a)@msd.govt.nz>
Subject: RE: MSD officials meeting

IN-CONFIDENCE

Kia ora Phoebe,

I'm acting for IDG GM for the next two weeks.

Miriam is acting for Harry. Can she please be added to the agenda? Many thanks!

Ngā mihi
Sarah

Sarah Palmer – Manager, Disability Policy ([she/her](#))

s9(2)(a) | The Aurora Centre | 56 The Terrace | PO Box 1556 | Wellington | New Zealand

From: Adelaide Gleadow <s9(2)(a)@msd.govt.nz>
Sent: Monday, 27 November 2023 5:00 pm
To: Rhonda Blood <s9(2)(a)@msd.govt.nz>; Justina Gear <s9(2)(a)@msd.govt.nz>
Cc: Telea Andrews <s9(2)(a)@msd.govt.nz>; s9(2)(a)@parliament.govt.nz
Subject: Re: MSD officials meeting

IN-CONFIDENCE

Hey Justina

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[@Rhonda Blood](#) for Simon and Policy peeps too.

Thanks
Adelaide

From: Phoebe Duncan <s9(2)(a)@parliament.govt.nz>
Sent: Monday, November 27, 2023 4:57 PM
To: Adelaide Gleadow <s9(2)(a)@msd.govt.nz>
Subject: MSD officials meeting

Hi Adelaide,

Can we please pencil in 1:30pm on Thursday for a meeting with MSD officials and the Minister. Please note that this time is pending the Ministers approval and is still TBC.

My understanding is this meeting will include the following attendees.

- Debbie Power,
- Simon MacPherson
- Julia Bergman (although I believe Julia in on leave at the moment)

- Diane Turner
- Harry Fenton
- George Minton

Is there anyone else I need to get in touch with that is not on this list?

Ngā mihi nui,

Phoebe



Phoebe Duncan
Private Secretary – Seniors | Office of Hon Casey Costello

Minister of Customs
Minister for Seniors
Associate Minister of Immigration
Associate Minister of Health
Associate Minister of Police

DDI: +s9(2)(a) M: +s9(2)(a) E: s9(2)(a) @parliament.govt.nz
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From: s9(2)(a) @parliament.govt.nz
To: [Justina Gear](#); [Adelaide Gleadow](#); [Rhonda Blood](#); [Trisha Jansson](#); [Sarah Palmer](#); [Miriam Mathews](#); [Diane Turner](#)
Subject: RE: Senior Officials Meeting 30/11/23
Date: Tuesday, 28 November 2023 5:10:32 pm
Attachments: [image001.png](#)

IN-CONFIDENCE

Sorry for my typo. The meeting will be an hour 1:00pm-2:00pm.

Phoebe Duncan | Private Secretary – Seniors

Office of Hon Casey Costello

Mobile +s9(2)(a) | Email s9(2)(a) @Parliament.govt.nz

From: Justina Gear <s9(2)(a)@msd.govt.nz>
Sent: Tuesday, 28 November 2023 5:08 PM
To: Phoebe Duncan <s9(2)(a)@parliament.govt.nz>; Adelaide Gleadow <s9(2)(a)@msd.govt.nz>; Rhonda Blood <s9(2)(a)@msd.govt.nz>; Trisha Jansson <s9(2)(a)@msd.govt.nz>; Sarah Palmer <s9(2)(a)@msd.govt.nz>; Miriam Mathews <s9(2)(a)@msd.govt.nz>; Diane Turner <s9(2)(a)@msd.govt.nz>
Subject: RE: Senior Officials Meeting 30/11/23

IN-CONFIDENCE

Awesome, thank you Pheobe. So will it be a half hour meeting (1.00pm – 1.30pm) or an hour(1.00pm – 2.00pm), sorry got a little confused from the earlier email.

From: Phoebe Duncan <s9(2)(a)@parliament.govt.nz>
Sent: Tuesday, 28 November 2023 5:03 PM
To: Justina Gear <s9(2)(a)@msd.govt.nz>; Adelaide Gleadow <s9(2)(a)@msd.govt.nz>; Rhonda Blood <s9(2)(a)@msd.govt.nz>; Trisha Jansson <s9(2)(a)@msd.govt.nz>; Sarah Palmer <s9(2)(a)@msd.govt.nz>; Miriam Mathews <s9(2)(a)@msd.govt.nz>; Diane Turner <s9(2)(a)@msd.govt.nz>
Subject: RE: Senior Officials Meeting 30/11/23

IN-CONFIDENCE

Hi team,

The Minister is OK to move Senior officials to 1:00pm Thursday. This has now been confirmed.

Phoebe Duncan | Private Secretary – Seniors

Office of Hon Casey Costello

Mobile +s9(2)(a) | Email s9(2)(a) @Parliament.govt.nz

From: Phoebe Duncan

Sent: Tuesday, 28 November 2023 3:16 PM

To: Justina Gear <[REDACTED]@msd.govt.nz>; Adelaide Gleadow <[REDACTED]@msd.govt.nz>; Rhonda Blood <[REDACTED]@msd.govt.nz>; Trisha Jansson <[REDACTED]@msd.govt.nz>; Sarah Palmer <[REDACTED]@msd.govt.nz>; Miriam Mathews <[REDACTED]@msd.govt.nz>

Subject: RE: Senior Officials Meeting 30/11/23

Hi Justina,

The Minister has indicated that our initial meeting will go for an hour (so 1:30pm-2:00pm). I will inquire about shifting the time to earlier but it will still be cutting it close with the social development meeting.

Phoebe Duncan | Private Secretary – Seniors

Office of Hon Casey Costello

Mobile +[REDACTED] | Email [REDACTED]@Parliament.govt.nz

From: Justina Gear <[REDACTED]@msd.govt.nz>

Sent: Tuesday, 28 November 2023 3:10 PM

To: Adelaide Gleadow <[REDACTED]@msd.govt.nz>; Rhonda Blood <[REDACTED]@msd.govt.nz>; Trisha Jansson <[REDACTED]@msd.govt.nz>; Sarah Palmer <[REDACTED]@msd.govt.nz>; Miriam Mathews <[REDACTED]@msd.govt.nz>; Phoebe Duncan <[REDACTED]@parliament.govt.nz>

Subject: RE: Senior Officials Meeting 30/11/23

IN-CONFIDENCE

Kia ora Phoebe

We've just been advised that Minister Upston would like the first MSD Officials meeting to be at 2pm on Thursday 30 November, which does make things a little tight having Minister Costello's Senior Officials meeting at 1.30pm, is there any chance of making Minister Costello's meeting 1.00pm instead (assuming 45 minute meeting).

Ngā mihi

Justina Gear

Executive Manager to Debbie Power,

Secretary for Social Development and Chief Executive

Ministry of Social Development, PO Box 1556, Wellington 6140

Phone: DDI: [REDACTED] | Ext: [REDACTED] | Mob: [REDACTED]



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From: Adelaide Gleadow <[REDACTED]> @msd.govt.nz>
Sent: Tuesday, 28 November 2023 11:07 AM
To: Justina Gear <[REDACTED]> @msd.govt.nz>; Rhonda Blood <[REDACTED]> @msd.govt.nz>; Trisha Jansson <[REDACTED]> @msd.govt.nz>; Sarah Palmer <[REDACTED]> @msd.govt.nz>; Miriam Mathews <[REDACTED]> @msd.govt.nz>
Cc: Phoebe Duncan <[REDACTED]> @msd.govt.nz>
Subject: FW: Senior Officials Meeting 30/11/23

IN-CONFIDENCE

Hopefully, I have got all the key people. See below confirmation of the first Senior Officials' meeting.

Thanks
Adelaide

From: Phoebe Duncan <[REDACTED]> @parliament.govt.nz>
Sent: Tuesday, 28 November 2023 11:05 am
To: Adelaide Gleadow <[REDACTED]> @msd.govt.nz>
Cc: Diane Turner <[REDACTED]> @msd.govt.nz>
Subject: Senior Officials Meeting 30/11/23

Hi Adelaide,

The Minister has confirmed that the first Senior Officials meeting will take place at 1:30pm Thursday 30 November 2023.

Could you please forward this message to the EA's and managers in the previous email chain? I have now lost that chain due to my emails being wiped this morning!

I will organise a draft agenda with Diane to send out with a meeting invite.

Ngā mihi nui,

Phoebe



Phoebe Duncan
Private Secretary – Seniors | Office of Hon Casey Costello
Minister of Customs
Minister for Seniors
Associate Minister of Immigration
Associate Minister of Health
Associate Minister of Police

DDI: +[REDACTED] M: +[REDACTED] E: [REDACTED] @parliament.govt.nz
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From: [Diane Turner](#)
To: [s9\(2\)\(a\)@parliament.govt.nz](#)
Subject: RE: Senior Officials Meeting 30/11/23
Date: Tuesday, 28 November 2023 1:01:00 pm
Attachments: [image001.png](#)

That looks fine to me, Phoebe

D

Diane Turner

D D2D: [s9\(2\)\(a\)](#) | D DDI: [+s9\(2\)\(a\)](#) | | Mobile: [+s9\(2\)\(a\)](#)

From: Phoebe Duncan <[s9\(2\)\(a\)@parliament.govt.nz](#)>
Sent: Tuesday, 28 November 2023 12:36 PM
To: Diane Turner <[s9\(2\)\(a\)@msd.govt.nz](#)>
Subject: FW: Senior Officials Meeting 30/11/23

Hi Diane,

Before I send out a meeting invite, I would like to finalise the agenda. I assume that this will loosely follow

- an introduction from Debbie
- a discussion of the BIM and;
- an opportunity for the Minister to raise any questions or priority areas of her own.

Is there any other item we need to consider?

Phoebe Duncan | Private Secretary – Seniors

Office of Hon Casey Costello

Mobile [+s9\(2\)\(a\)](#) Email [s9\(2\)\(a\)@Parliament.govt.nz](#)

From: Phoebe Duncan
Sent: Tuesday, 28 November 2023 11:05 AM
To: Adelaide Gleadow <[s9\(2\)\(a\)@msd.govt.nz](#)>
Cc: Diane Turner <[s9\(2\)\(a\)@msd.govt.nz](#)>
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Ngā mihi nui,

Phoebe

Phoebe Duncan
Private Secretary – Seniors | Office of Hon Casey Costello

Minister of Customs
Minister for Seniors
Associate Minister of Immigration
Associate Minister of Health
Associate Minister of Police

DDI: +64(0)4 473 7400 M: +64(0)21 624 624 E: phoebe.duncan@parliament.govt.nz
Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

From: [Justina Gear](#)
To: [Diane Turner](#); [Simon MacPherson](#)
Subject: Debbie this meet you at Parliament reception at 12.45pm
Date: Thursday, 30 November 2023 12:26:33 pm
Attachments: [image001.png](#)

IN-CONFIDENCE

Hi both

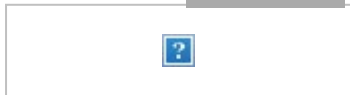
Debbie just said she'll meet you at Parliament reception at 12.45pm.

Justina Gear

Executive Manager to Debbie Power,
Secretary for Social Development and Chief Executive

Ministry of Social Development, PO Box 1556, Wellington 6140

Phone: DDI: s9(2)(a) | Ext: s9(2)(a) | Mob: s9(2)(a)



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From: s9(2)(a) @parliament.govt.nz
To: Diane Turner
Cc: Adelaide Gleadow; Simon MacPherson; Sarah Palmer; Miriam Mathews; George Minton; i_request (MSD); Justina Gear
Subject: Senior officials action items
Date: Thursday, 30 November 2023 3:41:04 pm

Hi Diane,

Please note the following action points from our first meeting with the Minister, and things to be covered in upcoming supplementary briefings. I suspect there are a number of these topics which will already be covered in briefings to come.

Immediate action
<ul style="list-style-type: none">• a detailed outline of the Senior's portfolio budget so the Minister can come to understand the financials• a copy of MSD's org chart with an understanding of where the seniors portfolio sits, what the reporting lines are, including delegations through health and the Aged Care Commissioner
Supplementary topics
MSD lead <ul style="list-style-type: none">• s9(2)(f)(iv)• understanding the Age-friendly network and what the councils are delivering under it• an outline of data on elder abuse Other portfolios <ul style="list-style-type: none">• a summary of issues to do with ARC including HCSS, particularly how placement allocation is decided• understanding the review of the Retirement Villages Act (I will seek that a briefing is forwarded to the Minister for Seniors through the Minister and/or the Associate Minister for Housing)• understanding resourcing consent and the Building Act for the purpose of modifying units for older people

I have set up weekly officials meetings every Monday from 11:15-12:00pm up until Christmas. I suspect this may carry on for a short while into the new year.

The Minister will send me through a list of questions that she has regarding the BIM which I will forward on as soon as possible. I may not receive this until Monday.

Hopefully I have included everything above. Anything else....??? We have our first team meeting with the Minister tomorrow at 9am so I will get some more face to face time with her. If there is anything I need to clarify or raise with her, please let me know by **COP today**.

Phoebe Duncan | Private Secretary – Seniors

Office of Hon Casey Costello

Mobile +s9(2)(a) | Email s9(2)(a) @Parliament.govt.nz

From: [Karen Naik-Araitī](#)
To: [Diane Turner](#)
Cc: [Adelaide Gleadow](#); [Simon MacPherson](#); [Sarah Palmer](#); [Miriam Mathews](#); [George Minton](#); [i_request \(MSD\)](#); [Justina Gear](#)
Subject: [SC] Advice – Senior officials action items [I]
Date: Saturday, 2 December 2023 3:48:05 pm

IN-CONFIDENCE

Kia ora Diane

These requests are tricky for us to track and close – as best you can, when responding please reference the 'Senior officials action items' to give us a clue where to save the responses. Please:

- advise us if you plan to respond to any of the action points below via a report to Minister or aide memoire
- cc I-Requests into advice going back to the Minister's office.

[SC] Advice – Senior officials action items [I]

Due: 4 December – MaES Admin, the due dates are varied, so use 4 December which should hopefully catch the urgent items

Ngā mihi

Karen

Karen Naik-Araitī Advisor | Ministerial and Executive Services | Ministry of Social Development
| Te Manatu Whakahiato Ora | s9(2)(a)

Ministry of Social Development, Level 5, The Aurora Centre, 55- 66 The Terrace,
Wellington

MSD purpose:

We help New Zealanders to be safe, strong and independent
Manaaki tangata, manaaki whānau



From: Phoebe Duncan <s9(2)(a)>@parliament.govt.nz>

Sent: Thursday, 30 November 2023 3:40 pm

To: Diane Turner <s9(2)(a)>@msd.govt.nz>

Cc: Adelaide Gleadow <s9(2)(a)>@msd.govt.nz>; Simon MacPherson
<s9(2)(a)>@msd.govt.nz>; Sarah Palmer <s9(2)(a)>@msd.govt.nz>;

Miriam Mathews <s9(2)(a)>@msd.govt.nz>; George Minton

<s9(2)(a)>@msd.govt.nz>; i_request (MSD) <i_request@msd.govt.nz>; Justina Gear

<s9(2)(a)>@msd.govt.nz>

Subject: Senior officials action items

Hi Diane,

Please note the following action points from our first meeting with the Minister, and things to be covered in upcoming supplementary briefings. I suspect there are a number of these topics which will already be covered in briefings to come.

Immediate action
<ul style="list-style-type: none">• a detailed outline of the Senior's portfolio budget so the Minister can come to understand the financials• a copy of MSD's org chart with an understanding of where the seniors portfolio sits, what the reporting lines are, including delegations through health and the Aged Care Commissioner
Supplementary topics
MSD lead <ul style="list-style-type: none">• [REDACTED] s9(2)(f)(iv) [REDACTED]• understanding the Age-friendly network and what the councils are delivering under it• an outline of data on elder abuse Other portfolios <ul style="list-style-type: none">• a summary of issues to do with ARC including HCSS, particularly how placement allocation is decided• understanding the review of the Retirement Villages Act (I will seek that a briefing is forwarded to the Minister for Seniors through the Minister and/or the Associate Minister for Housing)• understanding resourcing consent and the Building Act for the purpose of modifying units for older people

I have set up weekly officials meetings every Monday from 11:15-12:00pm up until Christmas. I suspect this may carry on for a short while into the new year.

The Minister will send me through a list of questions that she has regarding the BIM which I will forward on as soon as possible. I may not receive this until Monday.

Hopefully I have included everything above. Anything else....??? We have our first team meeting with the Minister tomorrow at 9am so I will get some more face to face time with her. If there is anything I need to clarify or raise with her, please let me know by **COP today**.

Phoebe Duncan | Private Secretary – Seniors

Office of Hon Casey Costello

Mobile +s9(2)(a) | Email s9(2)(a) @Parliament.govt.nz

From: [Diane Turner](#)
To: [Karen Naik-Araiti](#)
Cc: [Adelaide Gleadow](#); [Simon MacPherson](#); [Sarah Palmer](#); [Miriam Mathews](#); [George Minton](#); [i_request \(MSD\)](#); [Justina Gear](#)
Subject: RE: [SC] Advice – Senior officials action items [I]
Date: Monday, 4 December 2023 7:46:00 am

Kia ora Karen

See below – all requests in this instance are likely to be via a report – but some will be led by other agencies.

Kind regards

Diane

Diane Turner

D D2D: [s9\(2\)\(a\)](#) | D DDI: +[s9\(2\)\(a\)](#) | | Mobile: +[s9\(2\)\(a\)](#)

From: Karen Naik-Araiti <[s9\(2\)\(a\)](#)@msd.govt.nz>
Sent: Saturday, 2 December 2023 3:48 PM
To: Diane Turner <[s9\(2\)\(a\)](#)@msd.govt.nz>
Cc: Adelaide Gleadow <[s9\(2\)\(a\)](#)@msd.govt.nz>; Simon MacPherson <[s9\(2\)\(a\)](#)@msd.govt.nz>; Sarah Palmer <[s9\(2\)\(a\)](#)@msd.govt.nz>; Miriam Mathews <[s9\(2\)\(a\)](#)@msd.govt.nz>; George Minton <[s9\(2\)\(a\)](#)@msd.govt.nz>; i_request (MSD) <[i_request@msd.govt.nz](#)>; Justina Gear <[s9\(2\)\(a\)](#)@msd.govt.nz>
Subject: [SC] Advice – Senior officials action items [I]

IN-CONFIDENCE

Kia ora Diane

These requests are tricky for us to track and close – as best you can, when responding please reference the 'Senior officials action items' to give us a clue where to save the responses. Please:

- advise us if you plan to respond to any of the action points below via a report to Minister or aide memoire
- cc I-Requests into advice going back to the Minister's office.

[SC] Advice – Senior officials action items [I]

Due: 4 December – MaES Admin, the due dates are varied, so use 4 December which should hopefully catch the urgent items

Ngā mihi

Karen

Ministry of Social Development, Level 5, The Aurora Centre, 55- 66 The Terrace, Wellington

MSD purpose:

We help New Zealanders to be safe, strong and independent
Manaaki tangata, manaaki whānau



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Subject: Senior officials action items

Hi Diane,

Please note the following action points from our first meeting with the Minister, and things to be covered in upcoming supplementary briefings. I suspect there are a number of these topics which will already be covered in briefings to come.

Immediate action

- a detailed outline of the **Senior's portfolio budget** so the Minister can come to understand the financials **REP/23/12/905**
- a copy of **MSD's org chart** with an understanding of where the seniors portfolio sits, what the reporting lines are, including delegations through health and the Aged Care Commissioner **Will cover off probably in a Seniors Status Report.**

Supplementary topics

MSD lead

- [REDACTED] **s9(2)(f)(iv)**
Preparing a briefing on elder abuse -REP – depending on delegations may be a report via Min Upston's office
- understanding the **Age-friendly network** and what the councils are delivering under it
Preparing a briefing on elder abuse -REP
- an outline of data on **elder abuse** **Preparing a briefing on elder abuse -REP**

Other portfolios

- a summary of issues to do with **ARC including HCSS**, particularly how placement allocation is decided **Health lead – waiting for confirmation on delegations.**
- understanding the **review of the Retirement Villages Act** (**I will seek that a briefing is forwarded to the Minister for Seniors through the Minister and/or the Associate**

Minister for Housing)

- understanding **resourcing consent** and the **Building Act** for the purpose of modifying units for older people **format yet to be confirmed – but will be a briefing noting responsibilities are MfE and MBIE respectively.**

I have set up weekly officials meetings every Monday from 11:15-12:00pm up until Christmas. I suspect this may carry on for a short while into the new year.

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Hopefully I have included everything above. Anything else....??? We have our first team meeting with the Minister tomorrow at 9am so I will get some more face to face time with her. If there is anything I need to clarify or raise with her, please let me know by **COP today.**

Phoebe Duncan | Private Secretary – Seniors

Office of Hon Casey Costello

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OFFICIAL INFORMATION ACT



Te Tari Kaumātua
Office for Seniors



**MINISTRY OF SOCIAL
DEVELOPMENT**
TE MANATŪ WHAKAHIATO ORA

Agenda

Seniors Agency Meeting

Hon Casey Costello

Date	Thursday 30 November 2023		
Time	1:00pm-2:00pm	Location	2.061 PH
	Debbie Power	Chief Executive, Ministry of Social Development (MSD)	
	Simon MacPherson	Deputy Chief Executive, Policy, MSD	
	Sarah Palmer	General Manager (Acting), International, Disability & Generational Policy	
	Diane Turner	Director, Office for Seniors	
Discussion Items			
1.	Introductions	Debbie Power	
2.	Briefing to the Incoming Minister	Diane Turner	
3.	Priorities for the Minister	Hon Casey Costello	