

Minutes for 4 June Digital Skills Forum

Time/Date:	Tuesday 4 June 2019, from 1pm to 2.30pm
Location:	OptimalHQ, Level 4, 139 The Terrace.
Attendees:	Victoria MacLennan (Chair; NZRise); Paul Matthews (Institute of IT Professionals); Amy Corkery (Department of Prime Minister and Cabinet); Katrina Sutich (Ministry of Education); Glenys Robinson on behalf of Richard D'ath (Ministry of Education); Gabriel Brougham (MBIE); Sandra Laws (MBIE); Kim Connolly-Stone (MBIE); Gerald Minnee (MBIE).
Apologies:	Dale Karauria (Te Puni Kokiri); Elena Higgison (Department of Internal Affairs); Graeme Muller (NZTech); Tiopira Piripi (DIA); Florence Malama (MBIE); Daniel Merriot (ITP).

Agenda item 1) May Future of Work (FoW) Forum feedback

Victoria M and Kim CS provided feedback to the Digital Skills Forum (DSF) on the May FoW Tripartite Forum.

There was an emphasis on Ministerial interest in digital skills and that there is an expectation the DSF will give an update to the FoW Tripartite Forum in August (on why digital skills are important to the future of work). The Prime Minister was also present.

The following questions were raised by the FoW Tripartite Forum to think about:

- is there something different the Government should be doing with fees-free funding?
- how the tech industry could address issues around an apprenticeship-type model?

Victoria M noted that one of the biggest issues is thinking of learners not in an education bound system but learners as they move through different careers and pathways.

The Forum also discussed issues with the apprenticeship model and its application to the digital skills professionals.

Kim CS noted that one of the things that the DSF offered to do, off the back of the May FoW Tripartite Forum was to give them a short document which is to include:

- Whether government funding for skills training is being spent on the right things (e.g. should we take a closer look at the UK investments in digital skills?)
- An industry perspective (from the outside, in) on the roles various government agencies are playing in addressing digital skills issues, and where the gaps are.

A question was raised if it is OK to share the slide-deck wider (e.g. the AI Forum). There was agreement that this would be OK so long as it was flagged as preliminary findings and that it was noted not to be shared wider.

Kim CS also mentioned that there was an opportunity in a follow-up FoW meeting (without Ministers) to go through one of the exercises (“bridging the gap”) from the Hui.

Actions:

Kim CS and **Victoria M** to progress the short document to send back to the FoW Tripartite Forum.

Kim CS to type up notes from the “bridging the gap” exercise.

Agenda item 2) Building a roadmap for August FoW report-back

The objective was to end the session with an agreed plan for how the DSF would present back to the August FoW Forum with milestones in place.

The Forum briefly discussed the roadmap and acknowledged that the first step is to be able to have a document that can be shared wider by the group. For example this could include a beefed-up version of the slide-deck presented to the May FoW Tripartite Forum.

The DSF did not quite land on the type of product to present back to the August FoW Forum, with a possibility that it could be an updated version of the Digital Skills for a Digital Nation Report (noting this would take some time). An alternative is to have a less worked up version but with emphasis on key recommendations.

There was acknowledgement that a fully updated Digital Skills report with recommendations would require more than one policy person with a professional report writer/

The Forum did seem to land on a way forward to progress the development of recommendations. This would require government and industry-backing of recommendations from the Skills Report but also taking into account work already underway by various government agencies and identifying the gap where the DSF can make the best value-add (i.e. new initiatives which should progress/ an agreement from the DSF on next steps off the back of this gap analysis).

The real question is what can be achieved by August in time for the report-back (and the costs involved).

Actions:

Kim CS agreed to write up a framework for how to the work which can feed into developing recommendations from Hui outcomes.

Victoria M agreed to discuss with **Paul M** and **Graeme M** what is achievable by August, in terms of the product to be delivered to the FoW Tripartite Forum and report back to the DSF.

Agenda item 3) Discussion on preliminary themes from Skills Hui

The objective was to get the DSF to agree and prioritise the themes that came out of the Skills Hui and to begin to develop recommendations.

The DSF acknowledged that this is difficult without having all the notes from the Hui and some members present agreed that this could be achieved by transcribing the notes. This would allow for proper analysis of the outcomes of the Hui which could feed into.

Actions:

Members to nominate someone to help transcribe the notes; transcription of notes to occur sometime the week beginning 10 June 2019 (the commitment would involve 5-8 hours per member)

Katrina S and **Gerald M** agreed to find someone and to provide names week ending 7 June, so that transcription work could begin the following week.

Paul M agreed to find someone from ITP.

Victoria M to follow-up with DIA, to get someone on board, to help out too.

Sandra L agreed to help set it up for week beginning 10 June.

Agenda item 4) Allocation of remaining Digital Skills Forum budget

The objective was to seek quick agreement on allocation of the remaining DSF budget, given the approaching close of the financial year.

The Forum landed on a preferred project to allocate the budget to:

- produce a professionally presented digital summary and outline of key findings from the DSF's detailed Internships Research Project Report (completed last year).

The budget for this will need to be allocated by MBIE prior to the end of June 2019.

The idea is to have ITP manage the project on a pro bono basis, and with ITP to invoice MBIE in June 2019 and manage agreements with sub-contractors.

This work will also enable new content which can drive interest in the DSF (for example, could be used to feed into blogs, articles on the website and infographics).

There was a question raised about the budget allocated to the Forum for the 19/20 financial year.

There was also discussion of using sponsorship money which sits with industry members to potentially allocate towards a revamped Digital Skills Report. Further discussion will be needed of how this overlaps with the final product to be delivered to the August FoW Tripartite Forum.

Actions:

Paul M and **Vic M**: to work up a proposal for how to allocate remaining budget.

Janelle W: to approve spending of remaining budget.

Sandra L: to work with MBIE procurement to progress the proposal.

Agenda item 5) Scheduling ongoing Digital Skills Forum meetings

The objective was to agree an approach and dates for regular DSF meetings going forward (and especially in lead up to August FoW Forum).

The DSF agreed that they would meet on the first Tuesday of each month going forward and to communicate via email in between sessions to progress actions.

Actions:

Gabriel B: to set up recurring monthly meetings.

Agenda item 6) Any other business

Glenys R asked about the terms of reference for the DSF. There was acknowledgement that it is out of date and needs to be revised.

Actions:

Gabriel B to share terms of reference with **Glenys R**.