



Pine Tree

17 February 2017

Dear Sir/Madam

Thank you for your email of 24 February 2017, requesting the following information under the Official Information Act 1982:

“Australian Research Council/ICT team about RMS - What was the purpose of this trip?

- *What was the purpose of this trip*
- *Why was its necessary for 3 people to travel - Manager Grants and Investments, Sector Manager, Senior Project Manager*
- *What were the dates of travel*
- *Can you provide itemised receipts for all expenses Can you provide date and times for all meetings*
- *Can you provide an agenda and minutes for all meetings*
- *How did these meeting further MBIE strategic objectives.*
- *What information was obtained that could not be source from the ARC website and the RMS Manual Where these people employees, consultants or contractors. If consultants or contractors what was the hourly rate paid and the total payment for this trip (excluding travel, Accommodation and other costs).*

The purpose of the trip was to look at an Investment Management System equivalent application used to manage science research funding and to learn the success factors in their system improvement project. At the time we were reviewing whether to retain or replace our existing IMS system and the trip helped with our planning.

Three people travelled:

- Cherie Marshall, Manager Grants and Investments,
- Danielle Hannan, Sector Manager
- Gabrielle Butler, Project Manager

The dates of travel were the 14 March 2016 – 16 March 2016.

MBIE requires all officials travelling on Ministry business to file expense reconciliations. The total expenditure for the trip, including economy flights for all the officials was \$5,674.39 (NZD)

The agenda was a full day meeting where we met separately with ARC staff to deep dive down into areas of interest to us in planning our system improvement project. We met with the CIO, Application Operations Manager, Data Architects, Developers, Project Manager and three fund leaders to understand the business process they were developing for. Please refer to the ARC trip report for a full report of this trip.

The objectives of this trip were to foster relationships between the two organisations and research all aspects of the system rewrite – project management and business and system operations and we were also particularly interested in some new algorithms they had developed to find and align assessors with funding applications.

One traveller was a contractor. The hourly rate of contract is \$129.50 Exclusive of GST.

You have the right to seek an investigation and review of the release of this information by the Ombudsman, whose address for contact purposes is:

The Ombudsman
Office of the Ombudsman
PO Box 10-152
WELLINGTON 6143

Yours sincerely



Cherie Marshall,
Manager, Investment Operations (Previously Grants and Investment)