

NZCCSS Guide to Government Long-term Insights Briefings



What is a Long-term Insights Briefing?

At least once every 3 years, chief executives of all public service agencies are required to release a Long-term Insights Briefing (LTIB) as a requirement of the Public Services Act 2020. These Briefings were introduced as a requirement in 2023 and are designed by the agencies without the input of ministers.

These relatively recently introduced ‘think pieces’ are designed to provide insights on medium and long-term trends surrounding a particular topic and analyse how such trends may impact Aotearoa, New Zealand over at least the next 10-year period. LTIBs highlight possible opportunities and risks and propose strategies that could be taken to approach these.

All LTIBs should:

- Consider a period of at least the next 10 years (long-term)
- Consider Māori and Te Tiriti o Waitangi (the Treaty of Waitangi)
- Consult with the public regarding the topic of the Briefing and again on the draft Briefing once it's developed
- Be short and accessible and written in plain language to account for a large audience

Why do we care?

LTIBs aren't policy and may not result in changes to policy. In many instances they consider theoretical occurrences that may never eventuate, so some people may question why we care about providing feedback.

The answer here is simple, people should have a say in what they think is important in their country. LTIBs ask for feedback twice, the first of which is when considering what the LTIB should cover. This step where “the scope” of the LTIB is considered allows the public to consider things they think that particular sector should be considering over the next 10 years or more. This stage provides people with ideas of what could be considered but also provides an opportunity to add your own input and ideas. The second stage of feedback comes after the draft briefing has been created and allows feedback on that draft before it is presented to ministers.

Long-term Insights Briefings



The LTIB Process:

The LTIB process can be broken down into 8 steps:

1. Information about the future is gathered

- This can be done individually or in collaboration with other agencies

2. Using this information a topic is selected

- The topic must be relevant to the agencies function but it can be a specific issue rather than covering the agencies whole portfolio
- The choice of topic remains independent of ministers who should not be asked for input or approval.
- Māori interests and perspectives as well as those of any relevant population groups or stakeholders should be considered
- Consideration for joint Briefings with engagement with relevant chief executives groups and the Policy Profession Board

3. The agency invites feedback regarding the proposed topic and its suitability

- Relevant minister has to be informed of the proposed topic*
- Public consultation is invited on the proposed topic
- Based on review of public feedback a topic is confirmed
- The duration of this process varies considerably depending on the level of public feedback received.

4. A draft Briefing is created

- A deeper examination of the subject to allow for exploration of related trends, risks and opportunities and possible policy options to respond to these
- Policy options can be provided but there must be no suggestion on which should be applied.
- Briefings can include any strengths or weaknesses of the options

5. The agency invites feedback on the draft Briefing

- Relevant minister has to be informed of the draft Briefings content*
- Public content is invited on the draft Briefing
- Public feedback is considered and used to create a final Briefing

6. The final Briefing is presented to the House

- Relevant minister is provided with the final Briefing
- This minister presents the Briefing to the House

7. A Select Committee examines the Briefing

- Enables parliamentary scrutiny
- Each Briefing is automatically referred to the Governance and Administration Committee, from there it can then be referred to a more relevant select committee
- Officials attend select committee examination of the Briefing if they are called to
- Officials have to attend the relevant minister regarding what is raised by this examination
- This process has to be completed within 90 working days
- The Select Committee then reports their findings back to the House

8. A review is undertaken

- Review the Briefing process and assess what worked and what didn't