



19 June 2025

Tēnā koe

Official Information Act request

Thank you for your email of 30 April 2025, requesting information about the Business Training and Advice Grant.

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 below.

- *Who does the Ministry of Social Development (the Ministry) consider to be an expert?*

The Ministry contracts approved business advisors as experts to support clients who have been provided with a Business Training and Advice Grant.

The following is a non-exhaustive list of the qualities the Ministry looks for when selecting business advisors:

- Have a strong understanding of business, small business growth, and self-employment.
- Have knowledge of the technical skills for starting and progressing a business and can provide support to develop relevant soft skills.
- Can provide technical business support and training (the "hard skills"), to upskill clients e.g. budgeting and finance, marketing, insurance and tax, business requirements and regulation.
- Can provide coaching and mentoring support (the "soft skills"), to keep the client on track, motivated and able to follow through with their self-employment start up.
- Can provide advice on how to create and develop a business plan and initiate the self-employment journey.
- Can provide guidance and planning advice - including helping the client understand their market, the skills they'll need and business strategies.
- Are willing to support a client through their journey and the development of required business reports.

- *Does the Ministry have a list of preferred providers?*

The Ministry has a list of approved business providers who are selected and appointed through the following process:

- Selected via a Government Electronic Tender Service (GETS – see: www.gets.govt.nz/ExternalIndex.htm) or a Registrations of Interest (ROI) process. The Ministry advertises contracts for a service and members of the public can submit a tender for the contract.
- Short-listed applicants from the tender or ROI process are considered and selected as an approved business provider by a regional panel (a panel located in the area where the applicant resides).

Approved business providers are deemed suitable to provide support, advice and business expertise to clients who have received a Business Training and Advice Grant.

- *Do the providers have to be registered suppliers with winz?*

Providers do not have to be registered suppliers with Work and Income. They are contracted providers selected through the process I have outlined above.

I will be publishing this decision letter, with your personal details deleted, 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.



Anna Graham
General Manager
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