

Working Week	Action outlined in initial briefing (Ref: OC231034)
18 – 22 December 2023	Calls for nominations issued. As part of this, we will provide you with letters to send to caucus and coalition colleagues.
Christmas and New Year Holiday Period	
8 – 12 January 2024	Nominations process underway.
15 – 19 January 2024	Call for nominations to close 9am, 15 January 2024 Ministry of Transport to review nominations and submit briefing on short list.
23 – 26 January 2024 Wellington Anniversary: 22 January 2024	Minister of Transport to consult with coalition partners on short list.
29 January – 2 February 2024 Auckland Anniversary: 29 January 2024	Minister to confirm short list. Ministry to organise and conducts due diligence conversations.
5 – 9 February 2024 Waitangi Day: 6 February 2024	Ministry to provide decision paper following due diligence conversations. Background checks commissioned.
12 – 16 February 2024	Ministerial decision on appointment. Statutory consultation carried out. Draft Cabinet paperwork provided to office for consultation
19 – 23 February 2024	Caucus and cross-party consultation. Lodgement on 22 February 2024.

26 February – 1 March 2024	Cabinet's Appointment and Honours Committee considers appointments on 28 February 2024
4 – 8 March 2024	Cabinet confirms decision on 4 March 2024. Minister to send appointment letter, and issue press release. Appointment commences on 8 March 2024.