

16 March 2022

John Luke

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Tēnā koe John Luke

## OFFICIAL INFORMATION ACT REQUEST

I refer to your official information request of **Friday 11 February 2022** in which you asked for further information relating to seven boards whose names were provided to you on Thursday 10 February 2022 in response to your previous OIA request. The additional information you have ask for is:

*Just on top of my previous OIA request,*

<https://fyi.org.nz/request/18170-nomination-service-oia-2022#incoming-70086>

*I would like to seek clarification around these entities,*

*Investment Advisory Panel  
Ministerial Advisory Committee  
End of Life in NZ Group (SCENZ)  
Risk & Audit  
Risk and Assurance Committee  
Residence Grievance Panel  
Transition Board*

*can you please let me know who (which department or ministry) and when they have send you the information from these above entities and copy of the advert they have sent to you. It is hard to understand the role, by just having these name without context.*

We have attached a table providing the information you have requested. The information provided for the board vacancies varies for each position. There are three documents relating to two of the board roles. These are noted in the table and provided as attachments to this response.

Under section (9)(2)(j) of the Official Information Act (enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations), we are not able to provide information relating to the Ministerial Advisory Committee request received from the Ministry of Culture and Heritage.

**Official Information Act responses**

As we have noted in previous responses to your official information requests, this response, with your personal details redacted, may be published on the Ministry's website. If you have any concerns or comments related to this, please let us know by emailing [ministerialservicing@women.govt.nz](mailto:ministerialservicing@women.govt.nz), within two weeks of the date of this letter.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Nāku noa, nā

A handwritten signature in black ink, appearing to read 'Kellie Coombes', written in a cursive style.

**Kellie Coombes**  
Chief Executive

**Ministry for Women – Information relating to seven requests for nominations to public sector boards and committees**

Name of Board or Committee	Appointing agency	Date request for nomination received by Manatū Wāhine	Job advert or description of role	Documents provided to Manatū Wāhine with request for nomination
Investment Advisory Panel	Ministry of Primary Industries (MPI)	Friday 19 February 2021	<p><b><u>Information from MPI via email:</u></b></p> <p>MPI operates an Investment Advisory Panel comprised of external members. This panel provides independent expert advice on both funding proposals and active programmes in the Sustainable Food and Fibre Futures (SFF Futures) fund. SFF Futures has approximately \$40 million in funding available each year to support problem-solving and innovation across New Zealand’s food and fibre industries, with projects ranging from small grants to multi-million dollar, multi-year partnerships. Given the fund’s broad scope, we seek to have a reasonably broad range of expertise and experience on the six-person panel. This includes governance; developing and commercialising food, fibre and agri-businesses products and technology; assessing and developing markets; environmental sustainability principles and challenges; and a sound understanding of NZ’s primary industries. (Just to provide a snap shot from a much longer list!)</p> <p>This year we have several panel members whose terms are expiring and are starting the process to identify and appoint replacements. I have seen your Nominations Service, and wondered whether you would be able to put forward a list of recommendations based on a position description of our IAP Members.</p>	Attachment 1 - IAP Position Description for Member 2021.

Ministerial Advisory Committee	Ministry of Culture and Heritage (MCH)	Thursday 11 November 2021	Details withheld under section (9)(2)(j) of the Official Information Act (enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations))	None
End of Life in NZ Group (SCENZ)	Ministry of Health (MoH)	Wednesday 7 April 2021	<p><b><u>Information from MoH via email:</u></b></p> <p>On behalf of the Minister of Health, we are currently seeking applications/nominations for a variety of positions for the End of Life Choice committees - both the Support and Consultation for End of Life in NZ Group and the End of Life Review Committees.</p> <p>Please share this link with your networks/memberships:  <a href="https://careers.health.govt.nz/jobs/MOH-1524240">https://careers.health.govt.nz/jobs/MOH-1524240</a></p> <p>The ad closes at midnight <b>20 April 2021</b>.</p> <p>The Ministry is actively seeking candidates from all backgrounds. Making diverse appointments that represent the whole of New Zealand society is a priority for the government and entities are encouraged to promote the benefits of diverse membership of their respective boards to their members.</p>	None
Risk & Audit	Ministry of Social Development (MSD)	Tuesday 5 January 2021	<p><b><u>Information from MSD via email:</u></b></p> <p>The Ministry of Social Development (MSD) is once again seeking Expressions of Interest to join its independent Risk and Audit Committee as a Committee Member in 2021. The Risk and Audit Committee provides advice to the Chief Executive and challenge on risk, internal controls and assurance matters.</p>	None

			<p>As MSD has a diverse range of clients, we are seeking someone who can bring a Te Ao Māori lens to MSD's core business and display the following competencies:</p> <ul style="list-style-type: none"> <li>• Legal experience</li> <li>• Demonstrable experience/understanding of risk management and audit and assurance in a complex public sector role</li> <li>• Previous experience within public or private sector governance role</li> <li>• An understanding of the social sector and Te Tiriti o Waitangi would be advantageous.</li> </ul> <p>In addition to the above, diversity of the member will also be a consideration.</p> <p>The Committee meets quarterly (half-day meetings) each year in Wellington.</p> <p>If you know of any potential candidates who meet the above considerations, can you please send through their bios to us by <b>12pm Wednesday, 27 January 2021</b> to <a href="mailto:Governance_Committees@msd.govt.nz">Governance_Committees@msd.govt.nz</a></p>	
Risk and Assurance Committee	Statistics NZ (Stats NZ)	Friday 29 October 2021	<p><b><u>Information from Stats NZ via email:</u></b></p> <p>We have recently received a resignation from one of our members on our Stats NZ Risk and Assurance Committee and are looking for a replacement. I am looking at options for finding candidate names to put forward to our CE and Chair for a replacement to ideally start early next year. The first Committee meeting for 2022 is scheduled for 2 February 2022. I am looking at advertising through the</p>	

			<p>Institute of Directors and asking agencies such as yours to see if you have any candidates you think would be suitable to apply for the position. I have outlined some information below regarding the role.</p> <p>The Risk and Assurance Committee provides strategic and operational advice, challenge and assurance to the Chief Executive relating to the effectiveness and adequacy of risk and assurance, processes and activities across Stats NZ. The Committee has an advisory function only and no decision making authority.</p> <p>The Committee consists of no more than three independent members. Our remaining members are Wendy Venter (Chair) and Michael Ahie. We are looking to replace the one vacancy. Committee members are appointed for a term of either two or three years initially but may be appointed for up to another two terms of two years.</p> <p>There are currently 6 meetings scheduled for 2022, February, May, July, September, October and December. Meetings are held in person in Wellington however Microsoft Teams is used for members and attendees who need to attend remotely. The Committee provides advice to the Chief Executive on matters relating to Risk Management, Internal and External audit, internal control profiles and financial management. The Committee's skills and experience as a whole should include:</p> <ul style="list-style-type: none"> <li>• Public sector leadership</li> <li>• information ownership, use, management and maximisation</li> </ul>	
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			<ul style="list-style-type: none"> <li>• the privacy and security of information</li> <li>• an understanding of governance and issues associated with large scale operational delivery</li> <li>• an understanding of Te Ao Māori</li> <li>• experience in a challenge and performance accountability role</li> </ul> <p>The appointment is remunerated in line with the Cabinet Office Circular Fees framework. Members are appointed by the Chief Executive in consultation with the Chair and new members receive an appropriate induction. I do not have a specific job description for this role as yet.</p>	
Residence Grievance Panel	Oranga Tamariki (OT)	Friday 27 August 2021	See attached documents:	<p>Attachment 2 - Call for nominations – Residence Grievance Panel vacancy in Dunedin</p> <p>Attachment 3 - Oranga Tamariki Grievance Panels Position Profile (Jun2021)</p>
Transition Board	The Treasury	Tuesday 13 April 2021	<p><b><u>Information from The Treasury via email:</u></b></p> <p>Hon Grant Robertson, The Minister of Finance is seeking new directors to be part of the intended establishment of a Transition Board as a precursor for a new Governance Board for the Reserve Bank of New Zealand.</p> <p>Initially, a small Transition Board will be established October 2021, with a focus on new policies, procedures, strategies and decision frameworks to enable the Board to be operational for effective decision-making upon commencement of the RBNZ Bill which is currently</p>	None

			<p>moving through the parliamentary process. Transition Board members will go on to be part of the new Governance Board to commence 1 July 2022.</p> <p>Applications close at <u>5pm on Sunday 2 May 2021</u></p> <p>Please forward any nominations to <a href="mailto:appointments@treasury.govt.nz">appointments@treasury.govt.nz</a></p>	
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