

Crown Boards and Committees administered by Ministry of Business, Innovation and Employment

Wednesday 20 September 2023

12.00 – 1.00pm

Online learning event



Ministry for
**Ethnic
Communities**
Te Tari Mātāwaka



Te Puni Kōkiri
MINISTRY OF MĀORI DEVELOPMENT



Ministry for
**Pacific
Peoples**

Te Manatū mō ngā Iwi o te Moana-nui-ā-Kiwa



Whaikaha
Ministry of Disabled Peop



Manatū Wāhine
Ministry for Women

Karakia Timatanga

Korihi pō

The night sings

Korihi ao

The day sings

Hei tūria ki te matahau nō Tū

Let us stand tall in the face of adversity

No Tū te winiwini

Stand with power

No Tū te wanawana

Stand with awe

Nō Tū te wehiwehi

To be uplifted

Tū Hikitia

And exalted

Tū whakaputa ki te whai ao

As we face the challenges ahead together

Tihei Mauri Ora

Bounded by life



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HĪKINA WHAKATUTUKI

Speakers

Paul Metcalf – Manager, Appointments and Governance

Becky Gill – Senior Advisor, Board Appointments and Governance



Overview

- MBIE's Boards
- Appointment process
- Good things to know



MBIE's Boards

- Our Ministers appoint to around 40 Boards, around 330 roles
 - Working on 80 – 100 roles per year
 - The roles are across eight Ministerial portfolios
- 

Ministerial portfolios

Building and
construction

Commerce and
consumer affairs

Economic
development

Energy and
resources

Regional
development

Research,
science and
innovation

Tourism

Workplace
relations and
safety



MBIE's Boards

Crown companies

- Crown Research Institutes – ESR, Scion, Manaaki Whenua, AgResearch, NIWA, Plant & Food, GNS Science
- REANNZ
- New Zealand Capital Growth Partners
- Crown Regional Holdings

Crown entities

- WorkSafe
- Electricity Authority
- Energy Efficiency & Conservation Authority
- Commerce Commission
- NZ Tourism Board

Tribunals/ disputes resolution

- Copyright Tribunal
- Electricity Rulings Panel
- Financial Advisors Disciplinary Committee
- Motor Vehicle Disputes Tribunal

Occupational Boards

- Building Practitioners Board
- Plumbers, Gasfitters & Drainlayers Board
- Chartered Professional Engineers Council
- Electrical Workers Registration Board

Advisory committees

- Financial Advice Code Committee
- Consumer Advocacy Council
- New Zealand Standards Approval Board
- New Zealand Story Board



Crown entities deliver key services for New Zealand



- They constitute a wide variety of public organisations delivering many public services
- They are often the ‘face of government’:
 - regulation of workplace health and safety, the electricity market and financial markets
 - monitoring and enforcing market competition
 - accreditation of laboratories and other standardised bodies
 - scientific research (Crown Research Institutes)
- Crown entities play an important role in supporting the delivery of critical public services. In 2022, Crown entities:
 - collectively employed 70% of central Government employees
 - held 54% of fixed assets on the Crown’s balance sheet
 - accounted for more than a third of total government expenditure (about \$90 billion).



The different roles



- Governance
- Regulatory
- Technical capability (legal, engineering, chartered accountant)
- Lay person
- Consumer representative



Appointment process

- Step-by-step from start to finish



Appointment process and timeframes



Planning & Scoping



- Strategic context – includes Minister’s expectations
- Skills-led
- Stakeholder input
- Future direction of organisation
- Term length
- Legislative requirements
- Minister’s agreement to proceed

Skills Matrix for XXXXXXXX								
Experience	Governance experience	Public sector experience	Financial acumen, inc. audit and risk management experience	Regulatory experience/knowledge	Experience in and/or knowledge of the health and safety sector	Knowledge of Te Ao Māori and connections to Māori	Legal expertise	Stakeholder management
Deep	Deep	Deep	Moderate	Moderate	Deep	Moderate	Moderate	Deep
Moderate	Moderate	Moderate	Moderate	Moderate	Deep	Moderate	Deep	Moderate
Limited	Limited	Limited	Limited	Limited	Limited	Limited	Limited	Limited
<i>Member One</i>	Deep	Deep	Moderate	Moderate	Deep	Moderate	Moderate	Deep
<i>Member Two</i>	Deep	Deep	Deep	Moderate	Moderate	Moderate	Moderate	Moderate
<i>Member Three</i>	Moderate	Moderate	Moderate	Moderate	Deep	Moderate	Deep	Moderate
<i>Member Four</i>	Moderate	Moderate	Deep	Moderate	Moderate	Moderate	Moderate	Moderate
<i>Member Five</i>	Moderate	Moderate	Moderate	Deep	Moderate	Moderate	Deep	Moderate
<i>Member Six</i>	Deep	Deep	Moderate	Moderate	Deep	Moderate	Moderate	Deep



Candidate sourcing



- MBIE website
- Jobs.govt.nz
- Treasury database
- Seek
- LinkedIn
- **Nominating agencies** (Manatū Wāhine, Ministry for Ethnic Communities, Ministry for Pacific Peoples, Te Puni Kōkiri, Whaikaha)
- Ministerial nominations
- Industry networks



Ministerial decision – agree shortlist



- Input from Chair
- Assess CV and cover letter against person specification in description
- Skills matrix
- Individual assessment
- Skills that complement existing members
- Takes time

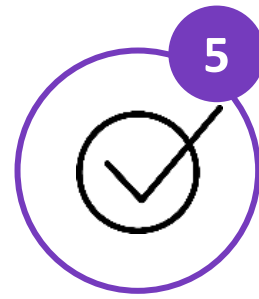


Interviews

- Panel usually includes the Chair and officials
- Assesses:
 - Motivation and interest
 - Governance capability
 - Technical and/or other skills and experience
- STAR technique
- Board fit
- Availability
- [Conflicts of interest](#)



Ministerial decision – preferred candidate



- MBIE provides advice to the Minister
- Individual assessment
- Skills that complement existing members
- Due-diligence
- Reference checks
- Takes time



Cabinet process

- Parliamentary sitting calendar
- Ministerial consultation (approx. 2 weeks)
- Committee (APH) and Cabinet approval (approx. 2 weeks)
- Appointment documentation



Timeframes



- Each step requires ministerial approval
- Political process
- Election/ministerial reshuffle
- Change of requirements



Good things to know

- CV and cover letter
- What we look for
- Expectations of appointees



Governance CV and cover letter

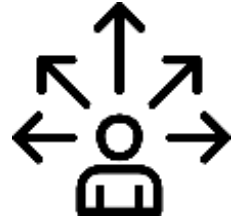


- These documents are vital to your success
- Tailor your application to the role
- Clear and concise
- Governance CV
 - [IOD advice](#)
 - [Ministry for Ethnic Communities](#)
 - [Ministry for Women advice](#)



What we look for

- Clear motivation and understanding of the role
- Previous governance experience
- Relevant technical or subject-matter expertise
- A mix of skills and experience across the Board
- Board fit
- Interview preparation and performance



Expectations of appointees



- The board has the primary responsibility for the entity's performance
- Code of Conduct (Public Service Commission)
 - Personal integrity
 - Professional conduct
 - Acting lawfully
- Maintain relationships based on trust, respect, transparency and goodwill
- Adhere to the “no surprises” principle
- Deliver services effectively and efficiently
- Understanding of relevant legislation
- Ongoing declaration and management of interests when they arise



Other things to know



- Social media
- Build governance capabilities
- Be proactive to seek opportunities



Questions?



Karakia Timatanga

Kia whakairia te tapu

Kia wātea ai te ara

Kia turuki whakataha ai

Kia turuki whakataha ai

Haumi e. Hui e. Tāiki e!

Restrictions are moved aside

So the pathways is clear

To return to everyday activities

Thank you and meeting closed

Register with a nominations database



Te Puni Kōkiri
MINISTRY OF MĀORI DEVELOPMENT

[Te Pae Ārahi – Nominations Service \(tpk.govt.nz\)](https://tpk.govt.nz)



[Ministry for Pacific Peoples — Nominations Service \(mpp.govt.nz\)](https://mpp.govt.nz)



[Nominations Service | Ministry for Ethnic Communities](#)



[Join our Nominations Database | Whaikaha - Ministry of Disabled People](#)



[Register with our Nominations Service | Ministry for Women](#)



Courses and resources to grow your leadership and governance skills

[MBIE's Crown entities and statutory boards page](#)

[Public Service Commission's general guidance and information for Crown entities](#)

[PSC Code of Conduct](#)

[Institute of Directors – courses](#)

[Leadership Learning Hub | Ministry for Women](#)

<https://women.govt.nz/women-and-leadership/leadership-learning-hub>

Contact MBIE Appointments and Governance team - boardappointments@mbie.govt.nz