

8 April 2024

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Tēnā koe John Luke

I refer to your email of 27 February 2024 in which you request the following under the Official Information Act 1982 (OIA):

<https://gazette.govt.nz/notice/id/2024-go768>

*May I ask how you called for public nomination and on what platform you have call for public nominations e.g. govt.jobs website. Also, how many applications you have received from the public and how many you have received from other nominating agencies such as TPK or Ministry of women etc. How many you have shortlisted and how many you have interviewed. Also, what is the pay rate for the board.*

The link you provided leads to the Notice of Appointment of a Member of the Board of Management of the New Zealand Antarctic Institute on 26 February 2024. We have interpreted this to be the context for your request.

On 26 March 2024, the timeframes for responding to your request were extended by an additional 12 working days due to the consultations necessary to make a decision on your request (15A(1)(b) of the OIA refers).

The Crown Entities Act 2004 allows the Minister of Foreign Affairs to make appointments to Antarctica New Zealand's Board of Management. The gazette notice is an announcement by the Minister of his decision to appoint Heather Simpson to the Board.

The appointment of a new member to Antarctica New Zealand's Board of Management is made in accordance with the Te Kawa Mataaho Public Service Commission's guidance on board appointments. These guidelines are available on the Te Kawa Mataaho Public Service Commission website at: <https://www.publicservice.govt.nz/guidance/guide-board-appointment-and-induction-guidelines>.

The position was advertised through the relevant channels and nominating agencies which includes (but is not limited to) government agencies that work on Antarctic issues. Self-nominations were also accepted.

15 candidates were nominated for this position, 13 of these candidates were nominated through nomination agencies using the process outlined above and two of the candidates were self-nominations that came from the public.

No shortlisting process occurred. Full details of all nominated candidates were provided to the Minister of Foreign Affairs for consideration.

No interviews were held.

You also requested the pay rate for a member on Antarctica New Zealand's Board. The fee for service is NZ\$10,000 plus GST per annum. This is in accordance with Cabinet's guidance on fees for members appointed to boards of management of crown entities. Full information about this guidance can be found on the Department of the Prime Minister and Cabinet (DPMC) website at: <https://www.dPMC.govt.nz/publications/co-22-2-revised-fees-framework-members-appointed-bodies-which-crown-has-interest#revised-fees-framework-for-members-appointed-to-bodies-in-which-the-crown-has-an-interest>.

Please note that it is our policy to proactively release our responses to official information requests where possible. Therefore, our response to your request (with your personal information removed) may be published on the Ministry website: [www.mfat.govt.nz/en/about-us/contact-us/official-information-act-responses/](http://www.mfat.govt.nz/en/about-us/contact-us/official-information-act-responses/)

If you have any questions about this decision, you can contact us by email at: [DM-ESD@mfat.govt.nz](mailto:DM-ESD@mfat.govt.nz). You have the right to seek an investigation and review by the Ombudsman of this decision by contacting [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 be 'SC', written in a cursive style.

Sarah Corbett  
for Acting Secretary of Foreign Affairs and Trade