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John Luke

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Tēnā koe John

Thank you for your email of 21 June 2021 in which you requested the following under the Official Information Act 1982 (OIA):

*“I would like to request a list of vacancy (ministerial appointment only, e.g. board member, Lay member, Trustee etc) that the nomination period has been closed but still under consideration by the DIA or relevant Minister.*

*In your list, can you please include the date that vacancy been advertised, what method you have used to publicly advertise the position and when the vacancy been closed as well.*

*Also, I would like to know if you have any future opening in 2021. e.g. the position that will call for nomination in the year of 2021 or in the process of obtaining Minster approval to start the recruitment process.”*

We have interpreted your request to relate to all active ministerial appointment processes that are being administered by the Department of Internal Affairs (the Department) where final appointments are still to be made, and planned appointments in the rest of 2021 which will also be administered by the Department.

**Active statutory appointments**

Information on active appointment processes is provided in **Appendix One**, which also lists how these roles were publicly advertised.

The Department’s general policy is to list all ministerial appointments on its statutory appointments webpage here: www.dia.govt.nz/Appointments-to-Statutory-Bodies. The Department also provides information on calls for nominations to the state sector nominating agencies (Te Puni Kōkiri, Ministry for Women, Ministry for Pacific Peoples, and The Ministry for Ethnic Communities). Those agencies then bring the calls for nominations to the attention of suitably qualified candidates.

Where specialised skills are required, the Department advertises on prominent job websites such as jobs.govt.nz and seek.co.nz, or on specialised sites such as the Institute of Directors or other professional membership websites. Information is also sometimes posted on the Department’s social media feeds. In the case of highly specialised roles, the Department may use executive recruitment agencies to assist with advertising.

**Planned statutory appointment processes before the end of 2021**

The Department is planning to provide advice to appointing Ministers on appointment processes for the following statutory bodies during the remainder of 2021:

* Christchurch Earthquake Appeal Trust;
* Digital Council;
* Gambling Commission;
* Local Government Commission;
* Lottery distribution committees
* New Zealand Lottery Grants Board;
* Pacific Development and Conservation Trust; and
* Winston Churchill Memorial Trust Board (second round of appointments).

Appointing Ministers will decide on the timing of these appointment processes and which roles to fill through a call for nominations. Once these decisions are made, the call for nominations will be publicly advertised on the Department’s website (noted above).

You have the right, under section 28(3) of the Act, to seek an investigation and review of this decision by the Office of the Ombudsman. The postal address of the Office of the Ombudsman is PO Box 10152, Wellington. Alternatively, you can phone 0800 802 602 or email info@ombudsman.parliament.nz.

We intend to publish our response to your request on [www.dia.govt.nz](http://www.dia.govt.nz). This letter, with your personal details removed, will be published in its entirety. Publishing OIA responses increases the availability of information to the public and is consistent with the OIA’s purpose of enabling more effective participation in the making and administration of laws and policies and promoting the accountability of Ministers and officials.

Thank you again for writing.

Nāku noa, nā



**pp. Anita Balakrishnan**

Tumuaki I Director, Ministerial, Monitoring, and Capability Group

**Appendix One. Active statutory appointments currently being administered by the Department of Internal Affairs (DIA)**

| **Statutory Body** | **Nominations period****(dates are inclusive)** | **Advertising method1** |
| --- | --- | --- |
| TAB New Zealand Board | 7 December 2020 to 15 January 2021 | Department websiteInstitute of Directors |
| Winston Churchill Memorial Trust Board | 22 December 2020 to 22 January 2021 | Department website |
| Library and Information Advisory Commission | 2 February 2021 to 26 February 2021 | Department website |
| Office of Film and Literature Classification (Deputy Chief Censor) | 12 February 2021 to 12 March 2021 | Department website |
| Community Trusts – Bay Trust | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – Community Trust South | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – Eastern and Central Community Trust | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – Foundation North | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – Otago Community Trust | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – Rātā Foundation | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts - The Community Trust of Mid and South Canterbury | 15 March 2021 to26 March 2021 | Department website |
| Community Trusts – Trust Waikato | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – TSB Community Trust | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – Wellington Community Trust | 15 March 2021 to 26 March 2021 | Department website |
| Community Trusts – West Coast Community Trust | 15 March 2021 to26 March 2021 | Department website |
| Community Trusts – Whanganui Community Foundation | 15 March 2021 to 26 March 2021 | Department website |
| Chinese Poll Tax Heritage Trust2 | 26 March 2021 to 30 April 2021 | Department websiteMinistry for Ethnic CommunitiesThe Seyip Association of NZPoon FahTung Jung AssociationNZ Chinese AssociationWellington Chinese Association |
| Fire and Emergency New Zealand Board | 14 May 2021 to 7 June 2021 | Department website |
| Charities Registration Board | 26 May 2021 to7 June 2021 | Department website |
| Guardians Kaitiaki of the Alexander Turnbull Library | 21 June 2021 to 9 July 2021 | Department websiteInstitute of Directors Museums Aotearoa**PANZA** (Professional Historians' Association of New Zealand/Aotearoa)**CONZUL** (Council of New Zealand University Librarians)**ARANZ** (Archives Records Association of New Zealand)**LIANZA** (Library and Information Association of New Zealand Aotearoa) |
| Library and Information Advisory Commission | 23 June 2021 to 9 July 2021 | Department websiteInstitute of Directors Jobs.govt.nzMuseums Aotearoa**CONZUL** (Council of New Zealand University Librarians)**ARANZ** (Archives Records Association of New Zealand)**LIANZA** (Library and Information Association of New Zealand Aotearoa)**PLNZ** (Public Libraries New Zealand)Te Rōpū Whakahau |
| Film and Literature Board of Review | 28 June 2021 to 18 July 2021 | Department websiteInstitute of Directors Law TalkLinkedInNew Zealand Federation of Film SocietiesDirectors & Editors Guild of NZNew Zealand Advertising Producers Group |

1 Department website: www.dia.govt.nz/Appointments-to-Statutory-Bodies.

2 The Department is continuing as the advisor to the Minister for Diversity, Inclusion and Ethnic Communities on these appointments since the establishment of the Ministry of Ethnic Communities on 1 July 2021.