



Nomination form – Member of the Water Services Authority - Taumata Arowai Board

Please complete this form and return it to ta.appointments@dia.govt.nz with the nominee's CV attached. Extra rows can be inserted in the boxes below, as required.

What role do you want to nominate yourself or someone else to?

Both boxes may be ticked if you wish to be considered for either role

Body	Taumata Arowai – the Water Services Regulator
Please indicate which role/s	<input type="checkbox"/> Taumata Arowai – Board Member

If you are nominating someone else, who are you?

Name of person or group	
Daytime telephone number	
Email address	

Who is being nominated?

Personal details	
Surname	
First name(s)	
Daytime telephone number	
Postal address	
Email address	
Gender Male, female, gender diverse or prefer not to say	
Date of birth	
Citizenship	
Ethnicity	



Professional and tertiary qualifications		
Qualification	Institution	Year awarded

Professional memberships (For example, Institute of Directors in New Zealand)	
Body	Member since

Current or most recent employment			
Employer	Position	Start date	Finish date

Government-appointed board experience			
Body	Position	Start date	Finish date
	Select		

Business or community board experience			
Body	Position	Start date	Finish date

Paid and voluntary work experience			
Organisation	Position	Start date	Finish date



Possible conflicts of interest
Does the person nominated have any professional associations, community links, investments or family connections with the body, or any other possible conflicts of interest? If so, please list.
How does the person nominated intend to manage any possible conflicts of interest (if applicable)?

Other matters
Has the person nominated ever been declared bankrupt, convicted of a criminal offence, or are they currently involved in court proceedings? If so, please list.

Referees			
Name	Relationship to nominee	Email contact	Phone contact

Criminal record	
A criminal conviction will not necessarily exclude you from being considered for appointment. Any previous convictions that meet the criteria of the Criminal Records (Clean Slate) Act 2004 do not need to be disclosed. For information on the Act, see https://www.justice.govt.nz/criminal-records/clean-slate/	
The Department of Internal Affairs may decide to check your record for criminal convictions and/or your credit status. Do you consent to such a check?	Yes / No
If you have answered NO to the above question, please provide details:	
Have you ever been convicted of any offence in New Zealand or in any other country (other than minor traffic or parking offences)?	Yes / No
Are there any charges against you yet to be heard?	Yes / No
If you have answered YES to either or both of the above two questions, please provide details:	



Declaration

I,

(full legal name)

confirm that the information I have given in this disclosure form is complete, true and correct.

I authorise the Department of Internal Affairs to verify, at any time, the accuracy of the information I have provided in this disclosure form and my application materials. In addition, I consent to the Department of Internal Affairs-

- obtaining a copy of any criminal records I may have, held by Police or Ministry of Justice
- checking my educational or other qualifications with the relevant institutions
- carrying out checks on my financial position, including credit and insolvency history
- making any other necessary enquiries with government agencies or other bodies relevant to assessing my candidacy
- discussing the details of this application and all information provided with the Minister.

If I am appointed, I agree to promptly declare any actual or potential conflict of interest or probity issue to the Chair, who will decide how the conflict or probity issue can best be managed. I also agree to abide by any decisions about the management of that conflict or probity issue. I acknowledge that, in the event that a conflict or probity issue cannot be managed, the Chair will inform the appointing Minister and that the Minister may reconsider the suitability of me continuing to be a member.

Signature: _____

Date: _____

Released under the Official Information Act 1982



Water Services Authority – Taumata Arowai: Board Member candidate information

On behalf of the Minister of Local Government, the Department of Internal Affairs is seeking candidates who wish to be considered for appointment as a Board Member of the Water Services Authority – Taumata Arowai (the Authority).

The Water Services Authority

The Authority was established in 2021 by the Taumata Arowai–the Water Services Regulator Act 2020 (the Act), with a range of objectives. These include; protecting and promoting drinking water safety and related public health outcomes, building and maintaining capability among drinking water suppliers and effectively administering the drinking water regulatory system.

In August 2024 the Government set out the key details of New Zealand’s future water services delivery system under Local Water Done Well. The proposed Local Government Water Services Bill (the Bill) will establish the enduring settings for the new water services system. Changes are proposed to the water services delivery system and to the water services regulatory system.

The Bill has now been introduced and is proposed for enactment from mid-2025. The Government is proposing a range of changes that aim to reduce the cost and burden for drinking water suppliers associated with complying with the Water Services Act 2021. The changes are designed to improve the efficiency and effectiveness of the drinking water regulatory regime, and the approach the Authority takes to regulating this regime.

Under this proposed approach the Authority will need to consider the cost of compliance on suppliers when performing and delivering its objectives, functions and duties. It will also need to ensure that the regulatory framework is proportionate to the scale, complexity, and risk profile of each drinking water supply, including the consideration of cost and affordability for the users of the supplies. Additionally, the Authority will need to issue drinking water acceptable solutions to a greater number of suppliers. Ensuring that the templates are readily available to a greater number of suppliers will further reduce the regulatory burden and costs for suppliers by reducing the need for bespoke solutions.

For further information on the proposed changes see <https://www.dia.govt.nz/Water-Services-Policy-Future-Delivery-System>.

The Authority Board

The Board has between five and seven members, in accordance with the Act. Board members are appointed by the Minister for terms of up to three years. They may be reappointed, but there is no guarantee of appointment for a further term.

In addition to holding responsibility for ensuring that the Authority meets its objectives and functions set out in the Act, the Board must also ensure that the Authority:

- acts in a manner consistent with the operating principles of:

- building and maintaining credibility and integrity, so that the Authority is trusted by consumers, drinking water suppliers, wastewater network operators, stormwater network operators, Māori, and government;
- ensuring that the Authority has suitable expertise to build and maintain confidence in its capability as a regulator;
- developing sector capability, by promoting collaboration, education, and training; and
- partnering and engaging meaningfully with other people and organisations; and
- maintains systems and processes to ensure that, for the purposes of carrying out its functions under this Act, the Authority has the capability and capacity:
 - to uphold the Treaty of Waitangi (Te Tiriti o Waitangi) and its principles; and
 - to engage with Māori and to understand perspectives of Māori.

The Authority has a legislated Māori Advisory Group. The current role of this group is to provide advice to the Board and the Authority on Māori interests and knowledge, and any other areas that the Board seeks advice on.

For more information about the Authority see <https://www.taumataarowai.govt.nz/>

Skills, experience, and attributes required

The Act requires the Minister to appoint members to the Board who, collectively, have knowledge and experience of, and capability in:

- the compliance, monitoring, and enforcement activities of regulatory agencies;
- public health, particularly in relation to the objectives and functions of Taumata Arowai;
- the Treaty of Waitangi (Te Tiriti o Waitangi) and its principles;
- perspectives of Māori and tikanga Māori; and
- performance monitoring and governance.

In addition, the Minister is open to nominations from candidates with knowledge and experience of, and capability in:

- the water sector;
- the delivery of cost effective regulation;
- commercial experience;
- local government;
- the delivery and maintenance of infrastructure networks;
- economic regulation;
- an understanding of different perspectives across the water sector; and/or
- the financial management of an entity.

The generic criteria for a governance role in the Crown context include:

- understanding the respective powers and responsibilities of Ministers, boards, management and employees;
- having, and following effective and well-understood accountability processes;

- working in collaboration with other public entities, where practicable;
- modelling acceptable behaviours; and
- probity in the management of public funds and disclosing and managing conflicts of interest.

Finally, under s.29(2)(b) of the Crown Entities Act 2004, in appointing or recommending an appointment, the responsible Minister must also take into account the desirability of promoting diversity in the membership of Crown entities.

Remuneration and meetings

The current remuneration for a Board member is \$15,000 per annum. Full Board meetings may be held monthly, or otherwise as required, including at least one annual strategic planning meeting. In addition, Board members with committee responsibilities will attend additional meetings for those purposes. The expected time commitment for a Board member is approximately 30 days a year.

The Chair and the Chief Executive, with the support of the staff, will establish an agenda for each board meeting. Board materials will be distributed to members in advance of the board meetings to allow members to be thoroughly prepared.

The Chair will oversee board meetings and ensure they are conducted in an orderly fashion. Board members are expected to attend and participate regularly in board and committee meetings consistent with general fiduciary standards and the governance requirements of Crown entities.

The Authority as a Crown entity

The Authority is a Crown agent under the Crown Entities Act 2004. The Crown Entities Act 2004 provides a framework for Crown entity governance and accountability, including responsibilities of board members, disclosure of interests, and the roles of Ministers. It is available at <http://www.legislation.govt.nz>. As a Crown agent, the Authority can be directed to give effect to a government policy that relates to the entity's functions and objectives.

Board members are subject to the collective and individual duties of members set out in sections 58 and 59 of the Crown Entities Act 2004. The collective duties of Board members are to ensure the Board's functions are performed efficiently, effectively and consistently in the spirit of the public service, and in a financially responsible manner. The individual duties of Board members are:

- to act with honesty and integrity;
- to act in good faith and not at the expense of the entity's interests;
- to act with reasonable care, due diligence and skill; and
- not to disclose, or make use of information that would otherwise not be available to them.

Further information on how the relationships between Crown entities, Ministers, and departments work in practice can be found on the Public Service Commission's website (<https://www.publicservice.govt.nz/guidance/it-takes-three-operating-expectations-framework-for-statutory-crown-entities/>).

Conflicts of interest

Applicants will be asked to declare any actual, potential or perceived conflict of interest, or any other matter relevant to their suitability for appointment. The Department of Internal Affairs may check the accuracy of any information relating to an application for appointment.

The Appointment process

The process for appointing to a Crown entity board can take up to three months after the closure of applications and consists of the following stages:

- Shortlisting of applications – the Department and Minister will select candidates for interviews.
- Disclosure of interests – shortlisted candidates will be asked to disclose interests.
- Interviews – a panel will be convened to interview candidates in person or other means.
- Due diligence – the Department will undertake due diligence (covering public profile, credit, qualification, criminal, and reference checks) to assess the recommended candidate's suitability for appointment.
- Recommendation to Minister – the Department will brief the Minister on the outcome of the interviews and recommended candidate(s).
- Consultation – once the Minister has selected the candidate who they consider best meets the needs of the Board, the Department will consult colleagues and the Government coalition and support parties.
- Cabinet process – the Minister will raise an appointment proposal for discussion by the Cabinet Appointments and Honours (APH) Committee and Cabinet.
- Appointment by the Minister – depending on the outcome of these discussions, the Minister will then appoint a member.

Next steps

Nominations, including a completed nomination form and curriculum vitae, should be emailed to ta.appointments@dia.govt.nz. All nominations must be received by 5pm Friday 31 January 2025.

Please note that nominations do not necessarily result in the appointment of a particular person.