



03 June 2026

s9(2)(a)

Dear s9(2)(a)

Firearms Licensing Review Committee – expression of interest for members

I am writing to let you know that advertising is about to commence for expressions of interest for members to be appointed to the Firearms Licensing Review Committee.

The Committee is to be established under the Arms Bill, and its purpose to serve as an independent body for reviewing decisions made by the Firearms Safety and Education New Zealand relating to the granting and revocation of firearms licences.

Through your networks, you may be aware of people who have an interest in the role. I invite you to circulate the advertisement accordingly to encourage suitable individuals to apply for consideration for the role. The position profile and application forms are available at www.justice.govt.nz/about/statutory-vacancies.

Some background information and the profile of preferred candidates is attached to this letter. Applications close on 18 June 2026.

Yours sincerely

Hon Nicole McKee
Associate Minister of Justice

Encl: Firearms Licensing Review Committee Establishment Position Description

New Zealanders are warned of scam text messages currently circulating that claim to be from the Ministry of Justice about overdue traffic fines. The Ministry does not include any links in our texts. Read more about Texts from Ministry of Justice (<http://www.justice.govt.nz/about/news-and-media/news/text-reminders-about-fines-due/>)

STATUTORY VACANCIES

Home (<http://www.justice.govt.nz/>) > About (<http://www.justice.govt.nz/about/>) > Statutory vacancies

On this page:

- [Appointment as a District Court or Environment Court Judge \(<http://www.justice.govt.nz/about/statutory-vacancies/#dcjudge>\)](http://www.justice.govt.nz/about/statutory-vacancies/#dcjudge)
- [Appointment to the High Court Bench \(<http://www.justice.govt.nz/about/statutory-vacancies/#highcourtbench>\)](http://www.justice.govt.nz/about/statutory-vacancies/#highcourtbench)
- [Firearms Licensing Review Committee \(<http://www.justice.govt.nz/about/statutory-vacancies/#Firearms>\)](http://www.justice.govt.nz/about/statutory-vacancies/#Firearms)
- (<http://www.justice.govt.nz/about/statutory-vacancies/#Firearms>) [Deputy Chair of the Social Security Appeal Authority \(<http://www.justice.govt.nz/about/statutory-vacancies/#DepSocialSec>\)](http://www.justice.govt.nz/about/statutory-vacancies/#DepSocialSec)

(.) Appointment to the District Court or Environment Court Bench

If you wish to register your interest in appointment as a District or Environment Court Judge you can fill in this form:

[Expression of interest form \(PDF\) \[PDF, 197 KB\] \(<http://www.justice.govt.nz/assets/Documents/Publications/dcjeoj-form-2025-PDF-version.pdf>\)](http://www.justice.govt.nz/assets/Documents/Publications/dcjeoj-form-2025-PDF-version.pdf)

[Expression of interest form \(Word\) \[DOCX, 81 KB\]](#)

(<http://www.justice.govt.nz/assets/Documents/Publications/dcj-eoi-form-2025-Word-version.docx>)

or you can read more about it in this booklet:

[Judicial appointments information booklet \[DOCX, 42 KB\]](#)

(<http://www.justice.govt.nz/assets/Documents/Publications/Judicial-Appointments-Information-Booklet-DCJ-February-2025.docx>)

Appointment to the High Court Bench

If you wish to register your interest in appointment as a High Court Judge or Associate Judge you can fill in these forms:

[Expression of interest form \[PDF, 465 KB\]](#)

(<http://www.justice.govt.nz/assets/Documents/Publications/Expression-of-Interest-High-Court-Judge-January-2026.pdf>)

[Declaration for appointment to the High Court \[DOCX, 26 KB\]](#)

(<http://www.justice.govt.nz/assets/Documents/Publications/Declaration-for-appointment-to-High-Court-2026.docx>)

or you can read more about the protocol here:

[Appointments protocol \[PDF, 282 KB\]](#) (<http://www.justice.govt.nz/assets/Documents/Publications/Judicial-Appointments-Senior-Courts-Protocol.pdf>)

(_)Firearms Licensing Review Committee

Expressions of interest are invited from persons wishing to be considered for appointment as Chair or a Member of the Firearms Licensing Review Committee (the Review Committee) to be established by the Arms Bill.

The Review Committee serves as an independent body for reviewing decisions made by Firearms Safety and Education New Zealand on the granting, revocation and conditions imposed on firearms licences.

The Review Committee plays an important role in providing an independent review of licensing decisions made by the Firearms Safety and Education New Zealand.

To be appointed a member of the Review Committee, candidates must be able to demonstrate:

- knowledge of, and experience with, firearms.
- sound understanding of relevant legal systems or judicial review.
- experience in a decision-making role and/or in working within a statutory framework;
- broad knowledge and understanding of legal, advocacy or dispute resolution;
- knowledge or expertise of the firearms licensing system and firearms legislation, which may include experience in the community.
- expertise in the handling of sensitive information.

We are also seeking expressions of interest in the role of Chair of the Review Committee. This role requires leadership on highly complex legal issues, and candidates should be able to demonstrate:

- Career experience at a senior level reflecting excellent judgement, integrity, and impartiality.
- Recent experience working in a decision-making role.
- In-depth understanding of review procedures and practices.
- The ability to provide vision and strategic leadership, and to set clear policies and priorities.
- An understanding of good management practices and the ability to articulate organisational goals and objectives.
- Knowledge of, and recent experience with, firearms.
- The ability to establish and maintain constructive relationships at all levels both externally and internally.

The Review Committee Chair and Members will be appointed by the Responsible Minister on the advice of the Ministry of Justice for a term of up to 5-years and may be reappointed.

Applications close **18 June 2026 at 5pm.**

Please email your expression of interest, declaration and current curriculum vitae to:

firearms@justice.govt.nz (<mailto:firearms@justice.govt.nz>)

Links

[osition description \[PDF, 485 KB\]](http://www.justice.govt.nz/assets/Documents/Publications/Firearms-Licensing-Review-Committee-PD.pdf) (<http://www.justice.govt.nz/assets/Documents/Publications/Firearms-Licensing-Review-Committee-PD.pdf>).

[Expression of Interest form \[DOCX, 37 KB\]](http://www.justice.govt.nz/assets/Documents/Publications/Firearms-Licensing-Review-Committee-EOL.docx)

(<http://www.justice.govt.nz/assets/Documents/Publications/Firearms-Licensing-Review-Committee-EOL.docx>).

(0) Deputy Chair of the Social Security Appeal Authority

Applications are sought for the role of Deputy Chair of the Social Security Appeal Authority (the Authority). This is an opportunity to make an important contribution as part of an appeals process that helps ensure appropriate decisions are made on individuals' income support entitlements.

The Authority is a statutory tribunal that hears appeals against entitlement decisions made by the Ministry of Social Development which have already been reviewed by a local Benefits Review Committee. Hearings are conducted by the Chair or Deputy Chair with at least one other member.

Authority members are appointed by the Governor-General on the recommendation of the Minister for Social Development and Employment following consultation with the Minister of Justice.

Candidates are sought with:

- a strong legal background, with good statutory interpretation skills –knowledge of New Zealand social security legislation and regulations would be an advantage
- strong analytical and decision-making skills, including the ability to assess and weigh information
- strong writing skills, ideally including experience preparing written decisions.

Please see [1. Position description \[PDF, 108 KB\]](http://www.justice.govt.nz/assets/Documents/Publications/Social-Security-Appeal-Authority-position-description-2026.pdf)

(<http://www.justice.govt.nz/assets/Documents/Publications/Social-Security-Appeal-Authority-position-description-2026.pdf>) for more information on the Authority and the role.

Application details

To be considered for appointment please apply by providing:

- a cover letter, which includes contact details (email address and phone number)
- a current curriculum vitae.

Applications are due by **5.00pm on Sunday 28 June 2026** and must be made via email to appointments@msd.govt.nz (<mailto:appointments@msd.govt.nz>).

This page was last updated: 11th June 2026

(<https://www.justice.govt.nz>)

(<http://www.justice.govt.nz/about/statutory-vacancies/#>)

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Firearms Licensing Review Committee Chair and Members

Scope and Requirements

Scope	The Firearms Licensing Review Committee (the Review Committee) is to be established under the Arms Bill. The purpose is to serve as an independent body for reviewing decisions made by Firearms Safety and Education New Zealand relating to the granting and revocation of firearms licences.
Membership	We are seeking expressions of interest from applicants that can demonstrate knowledge and experience in: • the law, and working with legislation and legal frameworks; • the use of firearms and firearms safety; • regulatory systems, decision making roles, community organisations or public safety and have firearms knowledge. The Responsible Minister will appoint Committee members under the Arms Bill.
Appointed by	Under clause 315 of the Arms Bill the responsible Minister appoints members.
Reporting to	The Minister responsible for the Arms Act. The Review Committee publishes its procedures and how applicants can apply for a review. The Review Committee may, from time to time, publish a summary of its decisions. The Review Committee will also provide annual reports on their work to the Ministry of Justice as the monitoring department.
Key Relationships	• Other Review Committee Members • Minister responsible for the Arms Act • Firearms Safety and Education New Zealand Chief Executive and staff • Applicants, and applicant's advocates • Ministry of Justice • Police Commissioner and NZ Police • Firearms owning community and related professional groups (e.g., NZ Deerstalkers Association and others).

Remuneration	Remuneration for all members of the Review Committee is set by the Cabinet Fees Framework. The Chair will be paid: \$950 per day (or hourly for part days) Members will be paid: \$650 per day (or hourly for part days)
Time commitment	These are part-time roles. The workload of the Review Committee will vary according to the volume of reviews, the number of members appointment and the expertise of the Review Committee members. It is anticipated that, on average, the Review Committee members will be required to commit around 3 days a month. This includes the reading and reviewing of cases and panel meetings to reach decisions. There will also be approximately 3 days per annum of training, for induction, review of procedure, and to ensure consistency of decisions.
Term	Appointments to the Review Committee are subject to clause 315 of the Arms Bill, which states that members are appointed for a maximum term of five years and may be reappointed.
Functions	Function of the Review Committee (clause 314) The Review Committee's function is to review decisions of the Firearms Safety and Education New Zealand where it: (a) declines to issue a firearms licence (clause 67) (b) imposes a condition on a firearms licence (clause 74) (c) revokes a firearms licence (clause 151 or 156). The Review Committee sits in panels of 3 members (clause 317) For the purpose of carrying out its function, the Review Committee must sit in panels of 3 members. A person cannot be assigned to a panel if the person was involved in the decision being reviewed by the panel. Panels of the Review Committee may sit concurrently. Procedure of panels (clause 318) The Review Committee may determine their own procedures. Generally, the panel's review of decisions is to be conducted on the papers, but an oral hearing may be conducted by electronic means if the panel agrees. A panel may require the applicant or the Chief Executive to provide further information that they consider necessary to conduct the review.
Competencies	The Review Committee has an important role to provide an independent

review of licensing decision made by the Firearms Safety and Education New Zealand.

All Review Committee members should demonstrate:

Knowledge and experience

- Knowledge of, and experience with, firearms.
- A sound understanding of the legal systems or judicial review.
- Experience in a decision-making role and/or in working within a statutory framework.
- Broad knowledge and understanding of legal, advocacy or dispute resolution.
- Knowledge or expertise of the firearms licensing system and the Arms Act, which may include experience, knowledge or expertise in the community.
- Knowledge and experience in the handling of sensitive information.

Skills and attributes

- Career experience that reflects good judgement, integrity and impartiality.
- Ability to work as part of a team.
- Familiarity with the independent decision-making processes, and the ability to make consistent and unbiased decisions.
- Ability to perceive conflict of interests that may arise because of previous or present business and personal relationships
- Ability to quickly bring together a mass of information, assess the facts and make consistent decisions.
- Competence in written communication is essential. Review Committee members need to be able to write clearly and precisely.

Environmental awareness

- The judgement and discretion required to maintain the autonomy and independence essential to the Committee.
- The ability to maintain confidentiality and deal appropriately with sensitive information.
- Ability to identify and analyse a broad range of information to determine an individual's character.
- Sensitivity to and understanding of different cultures' values and experiences.
- Ability to withstand potential public scrutiny.

Additional competencies for Chair	The Chair is not required to come from a specific membership group, or to hold any particular qualification. But the role requires leadership on highly complex legal issues. The Chair will need: • Career experience at a senior level reflecting excellent judgement, integrity, and impartiality. • Recent experience working in a decision-making role. • In-depth understanding of review procedures and practices. • The ability to provide vision and strategic leadership, and to set clear policies and priorities. • An understanding of good management practices and the ability to articulate organisational goals and objectives. • Knowledge of, and recent experience with, firearms. • The ability to establish and maintain constructive relationships at all levels both externally and internally.
Conflicts of interest	Members must declare to the Chief Executive any associations which might give rise to a conflict of interest and must decline to consider the review.

FIREARMS LICENSING REVIEW COMMITTEE

Expression of Interest in Appointment

- Please personally complete this form and the declaration.
- Please provide a full curriculum vitae with your application.
- Your application will be acknowledged by email.

Surname/Family Name _____

First Name(s) _____

Address (the address to which mail should be sent)

Contact **Phone** _____ **Mobile** _____

Details

Email _____

(Do not supply any numbers that you do not wish to have used.)

Are you a New Zealand citizen? ☐ Yes ☐ No

or

Do you have resident status? ☐ Yes ☐ No

The following information is gathered for statistical purposes. Completion of this section is voluntary.

Gender

☐ Male ☐ Female ☐ Another Gender (please specify): _____

Ethnicity

☐ NZ Māori Iwi _____

☐ NZ European or Pākehā

☐ Pacific Island descent Island of Origin _____

☐ Other ethnic origin (please state) _____

Date of birth (dd/mm/yyyy) _____

Referees

List below the names and contact details of at least three people who know you well and who can vouch for your character and the accuracy of your application.

Name _____

Email Address _____

Phone number _____

Name _____

Email Address _____

Phone number _____

Name _____

Email Address _____

Phone number _____

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FIREARMS LICENSING REVIEW COMMITTEE

Declaration and Consent Form

I, _____
(full name: first or given names and family or surname)

of _____
(full residential address)

occupation _____,

a candidate for the position of Firearms Licensing Review Committee member:

- Confirm that, subject to any disclosure in the attached schedule, I have not been convicted of any criminal offences.
- Confirm that, subject to any disclosure in the attached schedule, I am not directly or indirectly involved (other than as adviser or counsel) in any criminal or civil proceeding, nor am I the subject of any criminal investigation.
- Confirm, subject to any disclosure in the attached schedule, I have not been the subject of any disciplinary action by any professional body in New Zealand or overseas, nor are there any unresolved complaints against me.
- Confirm, subject to any disclosure in the attached schedule, that I have not been made bankrupt, entered into a composition with my creditors, or been disqualified as a director.
- Confirm, subject to any disclosure in the attached schedule, that I am financially secure.
- Confirm, subject to any disclosure in the attached schedule, that I know of no other matter which might affect my credibility in office.
- Consent to the Ministry of Justice conducting a criminal record check for any record of criminal convictions and prosecutions that may be held against my name.

Signature _____

Date: _____

Schedule

The following disclosures are made in relation to the attached declaration and consent form.

Paragraph 1

Paragraph 2

Paragraph 3

Paragraph 4

Paragraph 5

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