

OC250355

8 May 2025

Dear [REDACTED]

Thank you for your email of 16 April 2025, where you request the following under the Official Information Act 1982 (the Act):

May I ask how you called for public nomination and on what platform you have call for public nominations e.g. govt.jobs website. A copy of your ad as well. 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 for your role. How many you have shortlisted and how many you have interviewed. Also, can I request to view the appointment letter if there is one sent to the appointee. I am happy for you to remove all the personal information.

Also, I would like to request the term of reference of Maritime New Zealand Authority and job description for it's member. The pay rate for it's member as well.

The answers to your questions are outlined in the below table.

Question / Request for Information	Response
The process for public nominations	<p>On behalf of the Associate Minister of Transport, the Ministry issued a call for nominations through the following actions:</p> <ul style="list-style-type: none">• Public advertisement through the Treasury Board Appointments database and the Ministry of Transport's LinkedIn page• A request for nominations from the Ministry for Women, Te Puni Kokiri, Ministry for Ethnic Communities, Ministry for Pacific Peoples and Whaikaha – Ministry of Disabled People. <p>The Associate Minister also sought nomination from his caucus colleagues, New Zealand First and the Act Party.</p>
A copy of your ad	Please find a copy attached with my letter as Item One. This information is released in full.

Question / Request for Information	Response
How many applications were received by the public, and from nominating agencies	The Ministry received 61 self nominations from the public. One of those nominations was endorsed by the Ministry for Ethnic Communities.
How many were shortlisted	A total of 15 candidates were shortlisted for the Associate Minister.
How many were interviewed	Seven candidates were interviewed.
A copy of the appointment letter	Please find this information attached as Item Two. Certain information has been withheld under section 9(2)(a) of the Act: <i>[to] protect the privacy of natural persons.</i>
The Terms of Reference for Maritime New Zealand	The enabling legislation for Maritime New Zealand is the Maritime Transport Act 1994, which you can find here: https://www.legislation.govt.nz/act/public/1994/0104/latest/whole.html . Maritime New Zealand does not operate under a Terms of Reference.
Remuneration	The Chair's remuneration is \$42,900 per annum, Deputy Chair is \$26,812 per annum, and member remuneration is \$21,450 per annum. Actual and reasonable expenses are also covered.

With regard to the information that has been withheld under section 9 of the Act, I am satisfied that the reasons for withholding the information at this time are not outweighed by public interest considerations that would make it desirable to make the information available.

This completes your request for information. Please note, you have the right to seek an investigation and review of this response by the Ombudsman, in accordance with section 28(3) of the Act. The relevant details can be found on the Ombudsman's website www.ombudsman.parliament.nz

The Ministry publishes our Official Information Act responses. The information contained in our reply to you may be published on the Ministry's website. Before publishing we will remove any personal or identifiable information.

Yours sincerely



Liz Anderson
Manager, Crown Entity Monitoring

POSITION DESCRIPTION – MEMBERS, MARITIME NEW ZEALAND

On behalf of the Minister of Transport, the Ministry of Transport is searching for candidates to be considered for appointment to the Board of Maritime New Zealand (Maritime NZ). We would also welcome applications from candidates who may be ready to progress into the Chair role in future. Maritime NZ is a Crown entity established in 1993, governed by a five-to-seven-member Board (the Authority) appointed by the Minister of Transport under the Maritime Transport Act 1994 (the Act).

Maritime NZ (www.maritimenz.govt.nz) is the national regulatory, compliance and response agency for the safety, security, and environmental protection of coastal and inland waterways.

The work of Maritime NZ is vital to ensure that New Zealand's commercial and recreational vessels operate safely and securely, and the impact on the marine environment is managed effectively. Its responsibilities extend over a vast geographical area and across a large and diverse range of maritime, environmental, and search and rescue activities. Maritime NZ also represents New Zealand at the International Maritime Organization.

Maritime NZ helps to develop and maintain the national safety, security, and environmental protection maritime regulations. It supports and requires operator compliance with those regulations by licensing and certifying seafarers and commercial operations; educating the maritime community; auditing operators and service providers; investigating incidents to try to stop them happening again, ensuring the health and safety on ports, and enforcing the regulations to hold people to account for their actions. As a type of Crown entity called a Crown agent, Maritime NZ must give effect to Government policy which relates to its functions and objectives, if directed by the Minister of Transport.

However, the Director of Maritime NZ (who is also the Chief Executive) has certain independent statutory powers under the Act.

Competencies

The Authority requires a full range of competencies across all members to be effective. To be considered, candidates must be either experienced directors, or experienced executives from within the maritime sector, and have competencies that complement those of existing Board members. This could include candidates who are ready to take on a role as Chair in the future.

Under section 429(A) of the Act, the Minister may only appoint "persons who [he/she] considers will represent the public interest in maritime matters." Section 29(b) of the Crown Entities Act 2004(2) states that "in appointing or recommending an appointment, [the responsible Minister] must take into account the desirability of promoting diversity in the membership of Crown entities."

In addition, section 30(2) of the Crown Entities Act 2004 sets out the criteria for disqualification from membership of a Crown entity Board. Authority members are also unable to serve on the Board of the Transport Accident Investigation Commission while holding office.

The Minister of Transport expects the Board collectively to possess the following competencies. Candidates will be expected to demonstrate experience or understanding in one or more of these competencies:

Specific competencies

- **Governance and leadership** – deep experience in governance, preferably in both the public and private sectors; asks the right questions of management; distinguishes governance from management; understands and performs governance functions and can effectively engage with stakeholders, management, and employees.
- **Accounting (audit, risk and assurance)** – qualified accountant with proven audit, risk and assurance experience, including having chaired an audit committee. Must have experience overseeing or delivering risk management and assurance functions within large organisations.
- **Finance** – deep understanding of funding and finance mechanisms. In addition, must be able to demonstrate an awareness of how organisations should perform effectively and prudently within a given funding envelope.
- **Commercial knowledge** – experience within a commercial environment, with experience of and ability to challenge the status quo, promote operational efficiencies, and provide professional services and guidance to industry.
- **Applied regulatory experience** – particularly within a complex regulatory environment and/or the maritime sector. Alternatively, could be someone with knowledge and/or experience of working in a regulated sector and how regulation impacts on that sector.
- **Maritime sector knowledge** – the ability to represent the public interest in maritime matters (including domestic and commercial operations as well as the fishing industry). Seafarer experience and/or experience in the shipping, stevedoring or recreational industries would be highly desirable, as would an understanding of international supply chains.
- **Climate change expertise** – either experience in overseeing or developing business or sector programmes to reduce carbon emissions; or an understanding of how current or proposed emissions reduction policies, including the emissions reduction plan and market-based CO₂ reduction measures, will affect the shipping industry. A working knowledge of the International Convention for the Prevention of Pollution from Ships (MARPOL) Annex VI will be advantageous.

In addition, all board members should possess and contribute towards the following collective skills:

- **Strategy and culture** – ability to contribute to and drive strategy formulation, direction, implementation and communication and ensure development of organisational culture based on the vision and strategy.
- **Stakeholder engagement and collaborative leadership** – strong experience in networking and managing a multitude of relationships in and out of the sector. Members are expected to work as part of a team to drive alignment, share intelligence, and deliver results in a complex environment.
- An **understanding of and respect for the impact Te Tiriti o Waitangi has** in delivery of government services and knowledge of how **Te Ao Māori and Tikanga Māori** might be incorporated in the Authority's work.
- **Judgement and critical thinking** – demonstrated experience of exercising judgement and critical thinking, preferably within a regulatory environment.

- **Work collegially and constructively** – an active listener, an open thinker, and be able to draw from their own personal experiences to contribute towards discussions and work collegially and constructively with fellow Board members, the executive and stakeholders. The Public Service Commission has released a [maturity matrix](#) which summarises the personal qualities and attributes of high performing public sector board members.
- Conflicts of Interest - No or manageable conflicts of interest.

Background to the Authority's functions

The Authority has the following responsibilities:

- Setting the strategic direction of Maritime NZ and overseeing the delivery of the entity's regulatory functions and objectives.
- Ensuring appropriate vision and values for the entity.
- Ensuring that the culture of the organisation is such as to positively support the achievement of required outcomes.
- Ensuring the organisational structure, capability and capacity can deliver on the direction, objectives, and functions of the entity.
- Determining organisational policies and business strategies.
- Reviewing and evaluating strategic opportunities, threats, risks, and mitigations, and taking appropriate action.
- Employing and supporting the Chief Executive to enable the success of the organisation and holding the entity's executive to account for its performance.
- Assessing the entity risk appetite and ensuring there is a robust risk management and assurance programme.

The Authority also supports the Minister by influencing and contributing to the transport sector.

Authority members are appointed for a term of up to three years. Meetings are between February and December and have an alternating schedule of in-person and online meetings. The in-person meetings usually last for one and a half days. Authority members are expected to commit approximately 25 days a year and the Chair approximately 50 days a year.

Authority fees are set according to criteria in the Cabinet Fees Framework. Maritime NZ is classified as a Group 3a Level 3 General Governance Board, and accordingly members are entitled to an annual fee of \$21,450. Chairs are entitled to an annual fee of \$42,900.

Maritime NZ as a Crown Entity

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>.

Board members are subject to the collective and individual duties of members set out in sections 58 and 59 of the Crown Entities Act. 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
- 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/resources/it-takes-three-operating-expectations-framework/>)

Appointment Process

The process for appointing to a Crown entity Board can take up to three months after the closure of applications. For this appointment round to the Authority, it consists of the following stages:

- **Nominations:** the Ministry will seek nominations on the Minister's behalf.
- **Shortlisting of applications/nominations:** the Ministry will liaise with the Chair and advise the Minister on the applications received, who then selects candidates for interviews. Shortlisted candidates will be asked to disclose interests and certify that they are not disqualified from being a member.
- **Interviews:** a panel will be convened to interview candidates in person or online.
- **Due diligence:** the Ministry will undertake due diligence (covering public profile, credit, qualification, criminal, and reference checks) to assess the recommended candidates' suitability for appointment. The Ministry may request that the New Zealand Security Intelligence Service conducts national security screening of the candidate as part of the appointment process.
- **Recommendation to the Minister:** the Ministry will brief the Minister on the outcome of the interviews and recommended candidate(s).
- **Consultation:** once the Minister has selected the candidate(s) who they consider best meets the needs of the Board, they will consult colleagues and other coalition parties as appropriate.
- **Cabinet process:** if there are no issues following due diligence and consultation, 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 Cabinet and Cabinet Committee discussions.

Expressions of Interest

To apply for the role, please apply through the Treasury database at <http://www.boardappointments.co.nz>, and include a copy of your full Curriculum Vitae by 9.00am on 2 September 2024.

If you require further information, please email boardappointments@transport.govt.nz.

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

Hon James Meager

Minister for the South Island
Minister for Hunting and Fishing
Minister for Youth
Associate Minister of Transport



[Date]

Dame Jo Brosnahan
s 9(2)(a)

Dear Dame Jo

Reappointment as a member and Chair of the Maritime New Zealand Authority

On behalf of the Minister of Transport, I am pleased to advise that you have been reappointed as member and Chair of the Maritime New Zealand Authority (the Authority) for a term commencing on the date of reappointment and ending on 30 June 2026. Please confirm your acceptance of this reappointment in writing as soon as possible.

Your reappointment reflects the valuable skills, knowledge and experience you have brought to the position. I thank you for your leadership of the Authority, and for your willingness to continue in the role. I look forward to working with you over the coming term to continue to keep New Zealand's maritime sector safe.

Legal requirements

Your reappointment is made under sections 28(1)(a), 78 and Schedule 5 Clause 1 of the Crown Entities Act 2004. A copy of the notice reappointing you, which will appear in the *New Zealand Gazette*, is attached for your information.

The main legislation relevant to your role is the Maritime Transport Act 1994 and the Crown Entities Act 2004, and I encourage you to familiarise yourself with this legislation.

Code of Conduct

As a member of a Crown entity board, you are expected to comply with the Code of Conduct for Crown Entity Board Members, issued by the Public Service Commissioner under section 17(3) of the Public Service Act 2020.

The Code of Conduct outlines the principles and behaviours expected from individuals to ensure our entities retain the trust and confidence of New Zealanders. These principles include acting in the spirit of service; acting with honesty and integrity; as well as acting impartially, lawfully and in a politically neutral manner.

I expect you to have read the Code of Conduct, and to comply with it in the course of your duties. A copy of the Code of Conduct is provided with this letter.

Conflicts of Interest

Your reappointment is made on the basis that you have certified that you are not disqualified from being reappointed and that you do not have any unmanageable conflicts of interest. I note that the following disclosures were made in respect of your reappointment:

- Chair, Harrison Grierson,
- Chair, Heritage New Zealand,
- Chair, Ambassador & Founder, Leadership New Zealand,
- Advisory Board Member, Centre for Brain Research,
- Member, Auckland Branch Committee, Institute of Directors,
- Programme development and facilitation, Institute of Directors,
- Principal, Leaders for the Future,
- s 9(2)(a)

Directors are required by law not to place themselves in a position of a conflict of interest other than to the extent allowed under the Companies Act 1993 and the Crown Entities Act 2004. I expect you to follow the Authority's standard processes of declaring and managing any conflicts of interest that may arise during your tenure.

The Government expects a no surprises approach is taken. Should you find yourself in a position where you have, or are likely to be subject to, negative media scrutiny, legal proceedings or any other event that may reflect negatively on yourself, the Authority, or myself, I expect you to inform the Ministry of Transport and I immediately.

Continuation

As per section 32(2) of the Crown Entities Act 2004, you may be reappointed to the Authority. Section 32(3) of the Crown Entities Act 2004 enables you to continue in office despite the expiry of your term until you are either reappointed, or a successor is appointed to your position, or you are informed by written notice that you will not be reappointed, and no successor will be appointed.

Resignation

As per section 44 of the Crown Entities Act 2004, should you wish to resign from office prior to your end of term, you would need to provide written notice to me, as the delegated responsible Minister, with a copy to the Authority. The resignation would be effective on my receipt of the notice, or at any later time specified in the notice.

Removal

As per section 36 of the Crown Entities Act 2004, as the delegated responsible Minister I may, at any time and entirely at my discretion, remove you as a member of the Authority. The removal would be made by written notice to you, with a copy to the Authority.

Collective and individual responsibility

As per section 26 of the Crown Entities Act 2004, you must comply with the Authority's collective duties (described in sections 49 to 52 of the Act), your individual duties as a member (sections 53 to 57) and any directions applicable to the Authority under section 103. You are accountable to me as the delegated responsible Minister for performing your duties as a member of the Authority.

Remuneration

As the Chair of the Authority, you will receive an annual fee of \$42,900. You are also entitled to be reimbursed for any expenses incurred from attending meetings or undertaking any other agreed work. The Authority's secretariat will be able to assist you with claims and any taxation matters.

Your contact at the Ministry of Transport is Liz Anderson, Manager, Crown Entity Monitoring. Her phone number is s 9(2)(a), and her email address is l.anderson@transport.govt.nz.

I wish you well in your further term.

Yours sincerely

Hon James Meager
Associate Minister of Transport

Enclosed: New Zealand Gazette notice
Code of Conduct

Copy to: Hon Chris Bishop, Minister of Transport
Kirstie Hewlett, Chief Executive, Maritime New Zealand
Ruth Fairhall, Acting Chief Executive, Ministry of Transport

Hon James Meager

Minister for the South Island
Minister for Hunting and Fishing
Minister for Youth
Associate Minister of Transport



[Date]

Kevin Short

s 9(2)(a)

Dear Kevin

Appointment as a member and Deputy Chair of the Maritime New Zealand Authority

On behalf of the Minister of Transport, I am pleased to advise that you have been appointed as a member and Deputy Chair of the Maritime New Zealand Authority (the Authority) for a term commencing on the date of appointment and ending on 28 February 2028. Please confirm your acceptance of this appointment in writing as soon as possible.

I thank you for your interest in the role and your willingness to serve. Being a member and Deputy Chair of a Crown entity is a significant role and provides an opportunity for you to make a major contribution to New Zealand. The skills and experience you bring to the position will be a considerable asset to the Authority.

Legal requirements

Your appointment is made under section 429A of the Maritime Transport Act 1994 and section 28(1)(a), 78 and Schedule 5, Clause 1 of the Crown Entities Act 2004. A copy of the notice appointing you, which will appear in the *New Zealand Gazette*, is attached for your information.

The main legislation relevant to your role is the Maritime Transport Act 1994 and the Crown Entities Act 2004, and I encourage you to familiarise yourself with this legislation.

Code of Conduct

As a member of a Crown entity board, you are expected to comply with the *Code of Conduct for Crown Entity Board Members*, issued by the Public Service Commissioner under section 17(3) of the Public Service Act 2020.

The Code of Conduct outlines the principles and behaviours expected from individuals to ensure our entities retain the trust and confidence of New Zealanders. These principles include acting in the spirit of service; acting with honesty and integrity; as well as acting impartially, lawfully and in a politically neutral manner.

I expect you to have read the Code of Conduct, and to comply with it in the course of your duties. A copy of the Code of Conduct is provided with this letter.

Conflicts of Interest

Your appointment is made on the basis that you have certified that you are not disqualified from being appointed and have no unmanageable conflicts of interest.

I note that you have disclosed your roles as Managing Director of Strategic and Business Development in NZ for Lockheed Martin, and Chair of the Royal New Zealand Air Force Museum Trust Board. You are also a director at the American Chamber of Commerce New Zealand.

Directors are required by law not to place themselves in a position of a conflict of interest other than to the extent allowed under the Companies Act 1993 and the Crown Entities Act 2004. I expect you to liaise with the Chair and follow the Authority's standard processes for declaring and managing any actual conflicts of interest should they arise.

The Government expects a no surprises approach is taken. Should you find yourself in a position where you have, or are likely to be subject to, negative media scrutiny, legal proceedings or any other event that may reflect negatively on yourself, the Authority, or myself, I expect you to inform the Ministry of Transport and I immediately.

Continuation

As per section 32(2) of the Crown Entities Act 2004, you may be reappointed to the Authority. Section 32(3) of the Crown Entities Act 2004 enables you to continue in office despite the expiry of your term until you are either reappointed, or a successor is appointed to your position, or you are informed by written notice that you will not be reappointed, and no successor will be appointed.

Resignation

As per section 44 of the Crown Entities Act 2004, should you wish to resign from office prior to your end of term, you would need to provide written notice to me, as the delegated responsible Minister, with a copy to the Authority. The resignation would be effective on my receipt of the notice, or at any later time specified in the notice.

Removal

As per section 36 of the Crown Entities Act 2004, as the delegated responsible Minister I may, at any time and entirely at my discretion, remove you as a member and Deputy Chair of the Authority. The removal would be made by written notice to you, with a copy to the Authority.

Collective and individual responsibility

As per section 26 of the Crown Entities Act 2004, you must comply with the Authority's collective duties (described in sections 49 to 52 of the Act), your individual duties as a member (sections 53 to 57) and any directions applicable to the Authority under section 103. You are accountable to me as the delegated responsible Minister for performing your duties as a member and Deputy Chair of the Authority.

Remuneration

As a member and Deputy Chair of the Authority, you will receive an annual fee of \$26,812. You are also entitled to be reimbursed for any expenses incurred from attending meetings or undertaking any other agreed work. The Authority's secretariat will be able to assist you with claims and any taxation matters.

Your contact at the Ministry of Transport is Liz Anderson, Manager, Crown Entity Monitoring. Her phone number is s 9(2)(a), and her email address is l.anderson@transport.govt.nz

I look forward to working with you throughout your term to keep New Zealand's maritime transport sector safe.

Yours sincerely,

Hon James Meager
Associate Minister of Transport

Enclosed: *New Zealand Gazette* notice
Code of Conduct

Copy to:
Hon Chris Bishop, Minister of Transport
Dame Jo Brosnahan, Chair, Maritime New Zealand Authority
Kirstie Hewlett, Chief Executive and Director, Maritime New Zealand
Ruth Fairhall, Acting Chief Executive, Ministry of Transport

Hon James Meager

Minister for the South Island
Minister for Hunting and Fishing
Minister for Youth
Associate Minister of Transport



[Date]

Danny Tuato'o

s 9(2)(a)

Dear Danny,

Reappointment as a member of the Maritime New Zealand Authority

On behalf of the Minister of Transport, I am pleased to advise that you have been reappointed as a member of the Maritime New Zealand Authority (the Authority) for a term commencing on the date of reappointment and ending on 30 June 2027. Please confirm your acceptance of this reappointment in writing as soon as possible.

Your reappointment reflects the valuable skills, knowledge and experience you have brought to date to the role. I think you for your willingness to continue and look forward to working with you over this coming term to continue to keep New Zealand's maritime sector safe.

Legal requirements

Your reappointment is made under section 429A of the Maritime Transport Act 1994 and section 28(1)(a) of the Crown Entities Act 2004. A copy of the notice reappointing you, which will appear in the *New Zealand Gazette*, is attached for your information.

The main legislation relevant to your role is the Maritime Transport Act 1994 and the Crown Entities Act 2004, and I encourage you to familiarise yourself with this legislation.

Code of Conduct

As a member of a Crown entity board, you are expected to comply with the *Code of Conduct for Crown Entity Board Members*, issued by the Public Service Commissioner under section 17(3) of the Public Service Act 2020.

The Code of Conduct outlines the principles and behaviours expected from individuals to ensure our entities retain the trust and confidence of New Zealanders. These principles include acting in the spirit of service; acting with honesty and integrity; as well as acting impartially, lawfully and in a politically neutral manner.

I expect you to have read the Code of Conduct, and to comply with it in the course of your duties. A copy of the Code of Conduct is provided with this letter.

Conflicts of Interest

Your reappointment is made on the basis that you have certified that you are not disqualified from being reappointed and that you do not have any unmanageable conflicts of interest. I note that the following disclosures were made in respect of your reappointment:

- Managing Partner at Marsden Woods Inskip Smith (which acts for Northport, Northland Regional Council and a number of commercial fishing operators), and
- Director of Airways Corporation of New Zealand Limited, and
- Deputy Chair of Fire and Emergency New Zealand.

Directors are required by law not to place themselves in a position of a conflict of interest other than to the extent allowed under the Companies Act 1993 and the Crown Entities Act 2004. I expect you to liaise with the Chair and follow the Authority's standard processes of declaring and managing any conflicts of interest that may arise during your tenure.

The Government expects a no surprises approach is taken. Should you find yourself in a position where you have, or are likely to be subject to, negative media scrutiny, legal proceedings or any other event that may reflect negatively on yourself, the Authority, or myself, I expect you to inform the Ministry of Transport and I immediately.

Continuation

As per section 32(2) of the Crown Entities Act 2004, you may be reappointed to the Authority. Section 32(3) of the Crown Entities Act 2004 enables you to continue in office despite the expiry of your term until you are either reappointed, or a successor is appointed to your position, or you are informed by written notice that you will not be reappointed, and no successor will be appointed.

Resignation

As per section 44 of the Crown Entities Act 2004, should you wish to resign from office prior to your end of term, you would need to provide written notice to me, as the delegated responsible Minister, with a copy to the Authority. The resignation would be effective on my receipt of the notice, or at any later time specified in the notice.

Removal

As per section 36 of the Crown Entities Act 2004, as the delegated responsible Minister I may, at any time and entirely at my discretion, remove you as a member of the Authority. The removal would be made by written notice to you, with a copy to the Authority.

Collective and individual responsibility

As per section 26 of the Crown Entities Act 2004, you must comply with the Authority's collective duties (described in sections 49 to 52 of the Act), your individual duties as a member (sections 53 to 57) and any directions applicable to the Authority under section 103. You are accountable to me as the delegated responsible Minister for performing your duties as a member of the Authority.

Remuneration

As a member of the Authority, you will receive an annual fee of \$21,450. You are also entitled to be reimbursed for any expenses incurred from attending meetings or undertaking any other agreed work. The Authority's secretariat will be able to assist you with claims and any taxation matters.

Your contact at the Ministry of Transport is Liz Anderson, Manager, Crown Entity Monitoring. Her phone number is s 9(2)(a), and her email address is l.anderson@transport.govt.nz.

I wish you well in your further term.

Yours sincerely,

Hon James Meager
Associate Minister of Transport

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Kirstie Hewlett, Chief Executive and Director, Maritime New Zealand
Ruth Fairhall, Acting Chief Executive, Ministry of Transport

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

Hon James Meager

Minister for the South Island
Minister for Hunting and Fishing
Minister for Youth
Associate Minister of Transport



[Date]

Parke Pittar

s 9(2)(a)

Dear Parke

Reappointment as a member of the Maritime New Zealand Authority

On behalf of the Minister of Transport, I am pleased to advise that you have been reappointed as a member of the Maritime New Zealand Authority (the Authority) for a term commencing on the date of reappointment and ending on 28 February 2028. Please confirm your acceptance of this reappointment in writing as soon as possible.

Your reappointment reflects the valuable skills, knowledge and experience you have brought to date to the role. I think you for your willingness to continue and I look forward to working with you over this coming term to continue to keep New Zealand's maritime sector safe.

Legal requirements

Your reappointment is made under section 429A of the Maritime Transport Act 1994 and section 28(1)(a) of the Crown Entities Act 2004. A copy of the notice reappointing you, which will appear in the *New Zealand Gazette*, is attached for your information.

The main legislation relevant to your role is the Maritime Transport Act 1994 and the Crown Entities Act 2004, and I encourage you to familiarise yourself with this legislation.

Code of Conduct

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The Code of Conduct outlines the principles and behaviours expected from individuals to ensure our entities retain the trust and confidence of New Zealanders. These principles include acting in the spirit of service; acting with honesty and integrity; as well as acting impartially, lawfully and in a politically neutral manner.

I expect you to have read the Code of Conduct, and to comply with it in the course of your duties. A copy of the Code of Conduct is provided with this letter.

Conflicts of Interest

I note you have certified that you are not disqualified from being reappointed and that you have no unmanageable conflicts of interest. I note you have disclosed no actual, potential or perceived conflicts of interest as part of your declaration.

Directors are required by law not to place themselves in a position of a conflict of interest other than to the extent allowed under the Companies Act 1993 and the Crown Entities Act 2004. I expect you to liaise with the Chair and follow the Board's standard processes of declaring and managing any conflicts of interest that may arise during your tenure.

Continuation

As per section 32(2) of the Crown Entities Act 2004, you may be reappointed to the Authority. Section 32(3) of the Crown Entities Act 2004 enables you to continue in office despite the expiry of your term until you are either reappointed, or a successor is appointed to your position, or you are informed by written notice that you will not be reappointed, and no successor will be appointed.

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Remuneration

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I wish you well in your further term.

Yours sincerely,

Hon James Meager
Associate Minister of Transport

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RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

Hon James Meager

Minister for the South Island
Minister for Hunting and Fishing
Minister for Youth
Associate Minister of Transport



[Date]

Vivienne Bull

s 9(2)(a)

Dear Viv

Appointment as a member of the Maritime New Zealand Authority

On behalf of the Minister of Transport, I am pleased to advise that you have been appointed as a member of the Maritime New Zealand Authority (the Authority) for a term commencing on the date of reappointment and ending on 30 June 2027. Please confirm your acceptance of this appointment in writing as soon as possible.

I thank you for your interest in the role and your willingness to serve. Being a member of a Crown entity is a significant role and provides an opportunity for you to make a major contribution to New Zealand. The skills and experience you bring to the position are a considerable asset to the Authority.

Legal requirements

Your appointment is made under section 429A of the Maritime Transport Act 1994 and section 28(1)(a) of the Crown Entities Act 2004. A copy of the notice appointing you, which will appear in the *New Zealand Gazette*, is attached for your information.

The main legislation relevant to your role is the Maritime Transport Act 1994 and the Crown Entities Act 2004, and I encourage you to familiarise yourself with this legislation.

Code of Conduct

As a member of a Crown entity board, you are expected to comply with the *Code of Conduct for Crown Entity Board Members*, issued by the Public Service Commissioner under section 17(3) of the Public Service Act 2020.

The Code of Conduct outlines the principles and behaviours expected from individuals to ensure our entities retain the trust and confidence of New Zealanders. These principles include acting in the spirit of service; acting with honesty and integrity; as well as acting impartially, lawfully and in a politically neutral manner.

I expect you to have read the Code of Conduct, and to comply with it in the course of your duties. A copy of the Code of Conduct is provided with this letter.

Conflicts of Interest

Your appointment is made on the basis that you have certified that you are not disqualified from being appointed and have no unmanageable conflicts of interest. I note that you have declared no actual, potential or perceived conflicts of interest as part of your declaration.

Directors are required by law not to place themselves in a position of a conflict of interest other than to the extent allowed under the Companies Act 1993 and the Crown Entities Act 2004. I expect you to liaise with the Chair and follow the Authority's standard processes for declaring and managing any actual conflicts of interest should they arise.

The Government expects a no surprises approach is taken. Should you find yourself in a position where you have, or are likely to be subject to, negative media scrutiny, legal proceedings or any other event that may reflect negatively on yourself, the Authority, or myself, I expect you to inform the Ministry of Transport and I immediately.

Continuation

As per section 32(2) of the Crown Entities Act 2004, you may be reappointed to the Authority. Section 32(3) of the Crown Entities Act 2004 enables you to continue in office despite the expiry of your term until you are either reappointed, or a successor is appointed to your position, or you are informed by written notice that you will not be reappointed, and no successor will be appointed.

Resignation

As per section 44 of the Crown Entities Act 2004, should you wish to resign from office prior to your end of term, you would need to provide written notice to me, as the delegated responsible Minister, with a copy to the Authority. The resignation would be effective on my receipt of the notice, or at any later time specified in the notice.

Removal

As per section 36 of the Crown Entities Act 2004, as the delegated responsible Minister I may, at any time and entirely at my discretion, remove you as a member of the Authority. The removal would be made by written notice to you, with a copy to the Authority.

Collective and individual responsibility

As per section 26 of the Crown Entities Act 2004, you must comply with the Authority's collective duties (described in sections 49 to 52 of the Act), your individual duties as a member (sections 53 to 57) and any directions applicable to the Authority under section 103. You are accountable to me as the delegated responsible Minister for performing your duties as a member of the Authority.

Remuneration

As a member of the Authority, you will receive an annual fee of \$21,450. You are also entitled to be reimbursed for any expenses incurred from attending meetings or undertaking any other agreed work. The Authority's secretariat will be able to assist you with claims and any taxation matters.

Your contact at the Ministry of Transport is Liz Anderson, Manager, Crown Entity Monitoring. Her phone number is s 9(2)(a), and her email address is l.anderson@transport.govt.nz.

I look forward to working with you throughout your term to keep New Zealand's maritime transport sector safe.

Yours sincerely,

Hon James Meager
Associate Minister of Transport

Enclosed: *New Zealand Gazette* notice
Code of Conduct

Copy to:
Hon Chris Bishop, Minister of Transport
Dame Jo Brosnahan, Chair, Maritime New Zealand Authority
Kirstie Hewlett, Chief Executive and Director, Maritime New Zealand
Ruth Fairhall, Acting Chief Executive, Ministry of Transport

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