

In confidence

Office of the Minister of Education

Chair, Cabinet Appointments and Honours Committee

New Zealand National Commission for United Nations Education Scientific and Cultural Organisation (UNESCO) Appointments

Proposal

1. I propose that the Committee note my intention to make the following appointments to the New Zealand National Commission for UNESCO:

Role	Name	City/town	Nominating agency	Term (years)	Start date
Social Sciences	Materoa Dodd	Wellington	-	2	22/06/2016
Education	Cheryl Stephens	Te Puke	Ministry for Women	2	22/06/2016
Natural Sciences	Geoff Hicks	Wellington	-	3	13/11/2016
Chair	Robyn Baker	Wellington	Ministry for Women	3	13/11/2016
Communication and information	Trish Carter (reappointment)	Auckland	-	3	13/11/2016

Background

2. The United Nations Educational, Scientific and Cultural Organisation (UNESCO) is the United Nations agency with responsibility for promoting cooperative action between member states in the areas of education, science, culture, social science (including peace and human rights), communication and information. The National Commission is the main channel of cooperation between New Zealand and UNESCO. It fulfils New Zealand's obligations as a member state, manages its relationship with UNESCO, maintains activities in support of the UNESCO mandate and provides advice to the government and its agencies on UNESCO matters.
3. The National Commission is funded through Vote Education (Crown) and supported by a Secretariat in the Ministry's International Division. It comprises a Chair and a team of five Commissioners. Each member is a specialist in one area of UNESCO's mandate and leads on that work area.
4. The Constitution of the New Zealand National Commission for UNESCO (amended September 2012) sets out the arrangement for members of the National Commission. Terms are for three years, except where a shorter term is agreed upon by the appointee and the Minister. Members can be reappointed, up to a maximum of six years of consecutive service. When making appointments, I take into account nominations submitted by the Commission's Associate Members and Co-operating Agencies.
5. A list of the current membership is attached.

Comment

6. I intend to appoint Materoa Dodd and Cheryl Stephens for terms of two years. I intend to appoint Geoff Hicks and Robyn Baker, and reappoint Trish Carter for terms of three years.

7. [Redacted]

8. [Redacted]

9. [Redacted]

10. [Redacted]

11. [Redacted]

Representativeness of appointments

12. These reappointments will result in a board with the following ethnic, geographic and gender composition:

- Four women and two men, including three Māori members
- Four members from Wellington, one from Auckland and one from Te Puke.

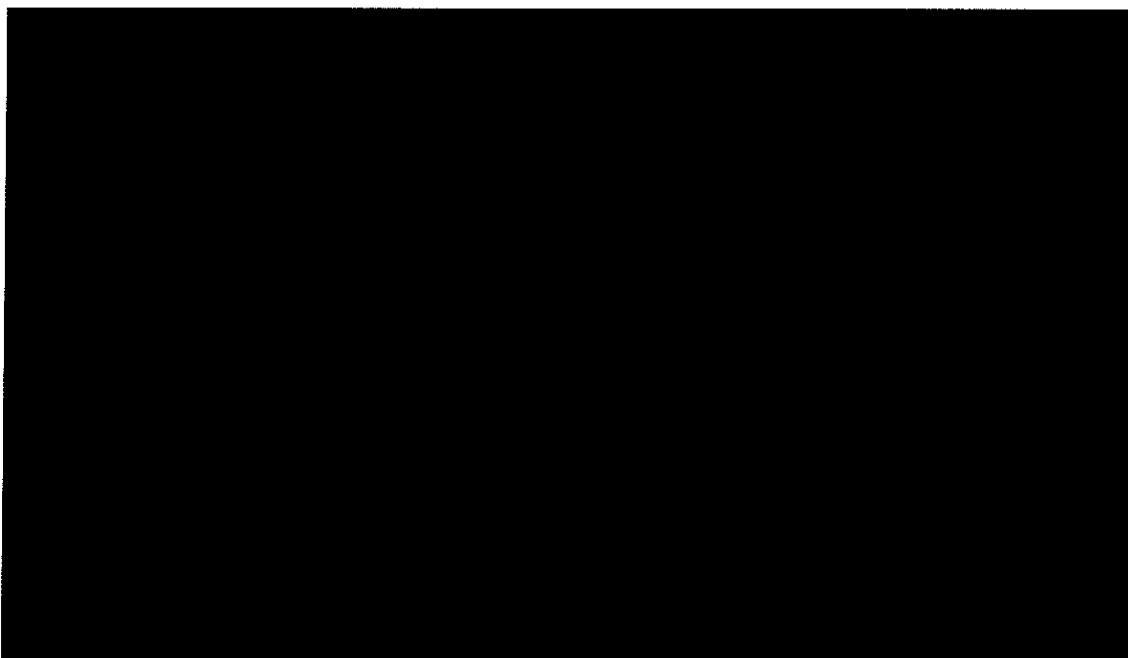
Remuneration

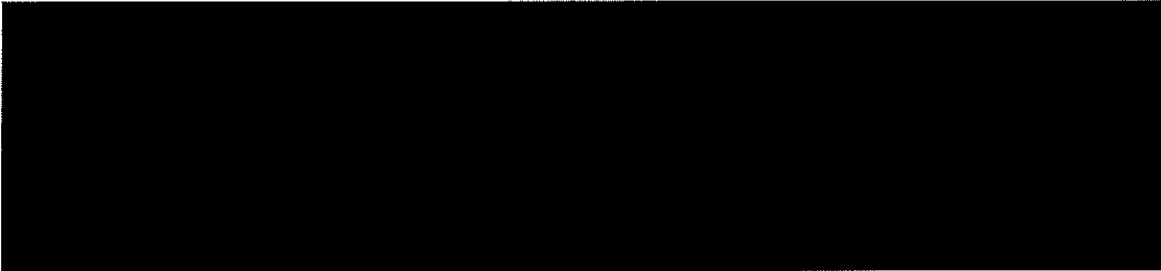
13. The National Commission is classified as a Group 3a, level 5 Governance Board under the Cabinet Fees Framework. Members receive up to [REDACTED] per annum (currently [REDACTED] based on 15 days) and the Chair receives [REDACTED] per annum for Chair (based on 50 days), plus reasonable travel expenses. This is consistent with the Cabinet Fees Framework.

Appointment process and consultation

14. I confirm that an appropriate process has been followed in selecting the proposed appointees with reference to the State Services Commission appointment guidelines. I have sought nominations from associate members on these appointments, specifically the Ministry of Foreign Affairs and Trade; the Science and Innovation Group of the Ministry of Business, Innovation and Employment; the Ministry for Culture and Heritage; the Ministry for the Environment; the Department of Conservation; the Ministry of Pacific Island Affairs; the Ministry for Women; Te Puni Kōkiri; the Ministry of Youth Development; the Office of Ethnic Affairs; the Office for Disability Issues; and the Ministry of Education. The vacancies were also publically advertised.

15. Following receipt of nominations, candidate CVs were reviewed against relevant criteria by a panel of officials to create a shortlist. In determining the candidates I intend to appoint, consideration has been given to the current governance needs of the National Commission and the balance of the Board in terms of ethnic and gender composition. Due diligence and probity checks have also been undertaken on the new candidates being presented. The Ministry of Justice criminal conviction histories are still outstanding. Appointments will be made subject to satisfactory responses.





Timing and publicity

20. A press statement will be issued once the appointments have been confirmed, and both the candidates and the incumbents who have not been reappointed have been informed.

Recommendation

21. I recommend that the Committee:

- i. **note** my intention to:
 - appoint Mateora Dodd as Social Sciences Commissioner on the New Zealand National Commission for UNESCO for a term of two years from 22 June 2016
 - appoint Cheryl Stephens as Education Commissioner on the New Zealand National Commission for UNESCO for a term of two years from 22 June 2016
 - appoint Geoff Hicks as Natural Sciences Commissioner on the New Zealand National Commission for UNESCO for a term of three years from 13 November 2016
 - appoint Robyn Baker as Chair of the New Zealand National Commission for UNESCO for a term of three years from 13 November 2016
 - reappoint Trish Carter as Communication and Information Commissioner on the New Zealand National Commission for UNESCO for a further term of three years from 13 November 2016
- ii. **note** that these appointments are contingent on the receipt of clear criminal conviction histories for the appointees.

Authorised for lodgement

Hon Hekia Parata
Minister of Education
