



8 November 2021

9(2)(a)

Dear 9(2)(a)

Thank you for your email of 11 October 2021 to the Climate Change Commission (the Commission) requesting the following under the Official Information Act 1982 (the Act):

“...all documents, advice, correspondence, and any other form of material relating to the selection of the panel to interview and select replacements to outgoing Commissioners Ms Lisa Tumahai and Dr Harry Clark. This includes all correspondence, advice, texts/signal/whatsapp, oral recollections etc of potential and actual panel members. This includes (but is not limited) to aspects such as potential panel members who were not selected and why who it was deemed important to be part of the panel, and who appointed the panel.”

On 14 October 2021, the Commission transferred your request to the Ministry for the Environment (the Ministry) in accordance with section 14(b)(ii) of the Act, as the information you requested is more closely connected with the functions of the Ministry.

The members of the panel who interviewed candidates for Commissioner roles were selected by the Chair of the Nominating Committee for the Commission. They were selected because they are the members of the Nominating Committee. The Nominating Committee was established under the Climate Change Response Act 2002. Its purpose is to nominate candidates for appointment as members of the Commission. Committee members are appointed by the Minister of Climate Change.

The Ministry has identified two documents in scope of your request, as detailed in the document schedule below. These documents are released in part to you, with some information withheld under section 9(2)(a) of the Act, to protect the privacy of natural persons.

In terms of section 9(1) of the Act, I am satisfied that, in the circumstances, the withholding of this information is not outweighed by other considerations that render it desirable to make the information available in the public interest.

You have the right to seek an investigation and review by the Office of the Ombudsman of my decision to withhold information relating to this request, in accordance with section 28(3) of the Act. The relevant details can be found on their website at:

www.ombudsman.parliament.nz.

Please note that due to the public interest in our work the Ministry publishes responses to requests for official information on our [OIA responses page](#) shortly after the response has been sent. If you have any queries about this, please feel free to contact our Ministerial Services team: ministerials@mfe.govt.nz.

Yours sincerely



Katie Mathison
Director – Partnerships and Customers

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the Official Information Act 1982

Document schedule

Document no.	Document date	Content	Decisions	OIA sections applied
1	25 August 2021	Email: RE: Short-list interviews – venue, logistics, note-taking	Release in part	9(2)(a)
2	26 August 2021	Email: Short-list interviews – venue, logistics, note-taking	Release in part	9(2)(a)

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From: [Carla Wellington](#)
To: § 9(2)(a)
Subject: RE: Short-list interviews - venue, logistics, note-taking
Date: Wednesday, 25 August 2021 7:56:00 am
Attachments: [image001.png](#)

Morena § 9(2)(a)

Further to my note below, I just heard from the former Chair of the Guardians Nominating Committee, who I'd asked about their interview processes. They tended to interview 4-6 per role, somewhat depending on the calibre of candidates and whether they were looking to fill just one role or 2-3. They were mindful of ending up with at least 2 final recommendations for MoF too. Four usually felt a bit light. All four members of NomCom interviewed all candidates - for consistency and because they were all available.

She noted that given the number and breadth of capabilities you are seeking she could see why you might consider more than one panel and perhaps include a subject matter expert for some interviews. Multiple panels can introduce inconsistent 'scoring' without good briefings and methodology. Less of an issue if you also run second interviews for a subset.

Carla

From: Carla Wellington
Sent: Tuesday, 24 August 2021 8:37 pm
To: § 9(2)(a)
Subject: Short-list interviews - venue, logistics, note-taking

Po marie § 9(2)(a)

[draft Commission Panellist Information pack.docx](#)

I attach the draft candidate pack which will be provided to the interview panels, for your review. The key items for your attention and decision are:

- Venue – online? Or if it is to be in person, would using the MfE offices be suitable? Otherwise we could try to secure an interview room at another government department.
- Duration of interviews – the draft says '45 minutes'. Do you think that is sufficient? It may well be if you decide to do follow up interviews of the final preferred candidates.
- I see that in the inaugural appointment round a member of the establishment team sat in on the short-list interviews, essentially to act as a scribe. Do you think that it would be useful to have someone perform that function for this round? If so I'd suggest using a member of the search firm.
- You'll need to assign members to the interview panels. Do you intend to use all Committee members? Or perhaps use some members to help with the short-list selection and others to do the interviews (recognising that there will be a range of experience on the committee in terms of interviewing governance candidates).
- Interview questions – in the attached draft they are largely as they were in the first appointment round, so you may wish to tweak these. It will be a lot to get through in 45 minutes.

Nga mihi

Carla Wellington
Manager, Crown Entity Performance

Ministry for the Environment – Manatu Mo Te Taiao

Phone: 022 150 6310

Email: carla.wellington@mfe.govt.nz Website: www.mfe.govt.nz

23 Kate Sheppard Place, Thorndon, Wellington 6143

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the Official Information Act 1982

From: s 9(2)(a)
To: [Carla Wellington](#); s 9(2)(a)
Subject: Re: Short-list interviews - venue, logistics, note-taking
Date: Thursday, 26 August 2021 1:41:45 pm
Attachments: [image001.png](#)

I think we should plan for all on line.

45 minute interviews allow for us to schedule on the hour starts.

Yes to a scribe from the search firm.

As per earlier advice, we aim to use all committee members to review the entire list for additions, review approx 15 on the long list to settle on around ten to interview in the quest for five nominees to put to the Minister for two to four appointments.

I think the questions look fine as a draft which could be circulated to the committee for input before finalising.

s 9(2)(a)

From: Carla Wellington <Carla.Wellington@mfe.govt.nz>
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Po marie s 9(2)(a)

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