I hereby give notice that an ordinary meeting of the Appointments and Performance Review Committee will be held on:

**Date:** Thursday, 5 December 2019  
**Time:** 2.30pm  
**Meeting Room:** Room 1, Level 26  
**Venue:** 135 Albert St  
Auckland

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**Kōmiti Mō Te Kopou Me Te Arotake**  
**Whakatutukitanga / Appointments and Performance Review Committee**

**OPEN AGENDA**

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**MEMBERSHIP**

**Chairperson**  
Hon Phil Goff, CNZM, JP

**Deputy Chairperson**  
Cr Hon Christine Fletcher, QSO

**Members**  
Cr Pippa Coom  
Cr Chris Darby  
Cr Alf Filipaina  
Cr Richard Hills  
Cr Desley Simpson, JP  
IMSB Chair David Taipari

**Ex-officio**  
Deputy Mayor Cr Bill Cashmore

(Quorum 4 members)

---

Suad Allie  
Kaitohutohu Mana Whakahaere Matua / Senior Governance Advisor

29 November 2019

Contact Telephone: (09) 977 6953  
Email: suad.allie@aucklandcouncil.govt.nz  
Website: www.aucklandcouncil.govt.nz

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**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.
Terms of Reference

Responsibilities

The Appointments and Performance Review Committee is established to:

1. review the chief executive’s performance and recommend to the Governing Body the terms and conditions of the CE’s employment including any performance agreement measures and annual remuneration

2. make appointments to Council-Controlled Organisations (CCOs), Council Organisations (COs) and exempt CCOs and COs, with the exception of Ports of Auckland Limited and Auckland International Airport Limited

3. receive updates on appointments to the council organisations, Ports of Auckland Limited and Auckland International Airport Limited, as well as any relevant updates on shareholder voting undertaken at Auckland International Airport Limited annual general meetings

4. approve policies relating to the appointment of directors and trustees to CCOs and COs.

Powers

All powers necessary to perform the committee’s responsibilities.

Except:
(a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
(b) where the committee’s responsibility is limited to making a recommendation only
(c) the power to establish sub-committees.
Exclusion of the public – who needs to leave the meeting

Members of the public

All members of the public must leave the meeting when the public are excluded unless a resolution is passed permitting a person to remain because their knowledge will assist the meeting.

Those who are not members of the public

General principles

• Access to confidential information is managed on a “need to know” basis where access to the information is required in order for a person to perform their role.
• Those who are not members of the meeting (see list below) must leave unless it is necessary for them to remain and hear the debate in order to perform their role.
• Those who need to be present for one confidential item can remain only for that item and must leave the room for any other confidential items.
• In any case of doubt, the ruling of the chairperson is final.

Members of the meeting

• The members of the meeting remain (all Governing Body members if the meeting is a Governing Body meeting; all members of the committee if the meeting is a committee meeting).
• However, standing orders require that a councillor who has a pecuniary conflict of interest leave the room.
• All councillors have the right to attend any meeting of a committee and councillors who are not members of a committee may remain, subject to any limitations in standing orders.

Independent Māori Statutory Board

• Members of the Independent Māori Statutory Board who are appointed members of the committee remain.
• Independent Māori Statutory Board members and staff remain if this is necessary in order for them to perform their role.

Staff

• All staff supporting the meeting (administrative, senior management) remain.
• Other staff who need to because of their role may remain.

Local Board members

• Local Board members who need to hear the matter being discussed in order to perform their role may remain. This will usually be if the matter affects, or is relevant to, a particular Local Board area.

Council Controlled Organisations

• Representatives of a Council Controlled Organisation can remain only if required to for discussion of a matter relevant to the Council Controlled Organisation.
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1 **Apologies**

At the close of the agenda no apologies had been received.

2 **Declaration of Interest**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3 **Confirmation of Minutes**

There will be no confirmation of minutes.

4 **Petitions**

At the close of the agenda no requests to present petitions had been received.

5 **Public Input**

Standing Order 7.7 provides for Public Input. Applications to speak must be made to the Governance Advisor, in writing, no later than one (1) clear working day prior to the meeting and must include the subject matter. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders. A maximum of thirty (30) minutes is allocated to the period for public input with five (5) minutes speaking time for each speaker.

At the close of the agenda no requests for public input had been received.

6 **Local Board Input**

Standing Order 6.2 provides for Local Board Input. The Chairperson (or nominee of that Chairperson) is entitled to speak for up to five (5) minutes during this time. The Chairperson of the Local Board (or nominee of that Chairperson) shall wherever practical, give one (1) day's notice of their wish to speak. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders.

This right is in addition to the right under Standing Order 6.1 to speak to matters on the agenda.

At the close of the agenda no requests for local board input had been received.

7 **Extraordinary Business**

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

(a) The local authority by resolution so decides; and

(b) The presiding member explains at the meeting, at a time when it is open to the public,-

(i) The reason why the item is not on the agenda; and
Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

(a) That item may be discussed at that meeting if-

(i) That item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."
Process for the appointment of board members to the Auckland Regional Amenities Funding Board

File No.: CP2019/19407

Te take mō te pūrongo
Purpose of the report
1. To approve the process for appointments to the board of Auckland Regional Amenities Funding Board (the Funding Board) and approve the skill requirements for any vacancy.

Whakarāpopototanga matua
Executive summary
2. The Auckland Regional Amenities Funding Act 2008 (the Act) established a model for funding ten specified regional amenities. In 2017 the New Zealand Maritime Museum withdrew from receiving its funding through this act and is managed and funded through Regional Facilities Auckland.
3. The Act established two administrative bodies, the Funding Board and Amenities Board.
4. The Funding Board assess funding applications from the regional amenities and allocates the funding from Auckland Council to the nine remaining amenities. The Amenities Board makes appointments to the Funding Board. A diagram outlining the composition of the Funding Board is shown below:

- Auckland Council
  - Appoint six board members

- The Funding Board
  - 1. Considers funding requests from ten specified amenities
  - 2. Recommends total funding levy to Auckland Council

- The Amenities Board
  - Made up of one representative from each of the ten specified amenities
  - Appoint four board members

5. Auckland Council appoints six of the ten board members (one of which must represent the interests of Māori in Auckland) and four members are appointed by the Amenities Board.
6. Five of the current Funding Board members are due to retire on 31 May 2020. Three are Auckland Council appointments and two are Amenities Board appointments.
7. The current process for appointing directors to any council-controlled organisation (CCO) is outlined in Auckland Council’s Appointment and Remuneration Policy for Board Members of Council Organisations (the appointment policy). It is recommended that the process for appointing Funding Board members should be consistent with the appointment policy.

Ngā tūtohunga
Recommendation/s
That the Appointments and Performance Review Committee Committee:
a) note that a confidential report is included in the agenda and provides information regarding the three board members appointed by Auckland Council whose
appointment term expires on 31 May 2020.

b) note that the report is confidential due to the personal information contained in them and the final appointment decisions will be made publicly available at the conclusion of the Auckland Regional Amenities Funding Board appointment process.

**Horopaki**

**Context**

8. The board appointment process for appointing directors to any CCO and external partnership board is outlined in the following table.

**Tātaritanga me ngā tohutohu**

**Analysis and advice**

| Committee | • Approves retirement or reappointment of directors/board members  
| Selection panel | • Considers the complete list of candidates  
| Committee | • Approves the short-list of candidates for Interview  
| Selection panel | • Interviews the short-listed candidates approved by the committee  
| Committee | • Considers selection panel’s recommendations  

9. A confidential report on today’s agenda provides the necessary information for the committee to make its decision regarding the three Auckland Council board members on the Funding Board whose appointment term is due to expire.

**Tauākī whakaaweawe āhuarangi**

**Climate impact statement**

10. The decision to appoint members to the Funding Board does not have an impact on direct greenhouse gas emissions and the effect on climate change over the lifetime of the decisions is considered minimal.

**Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera**

**Council group impacts and views**

11. There is no significant impact on other parts of the council group as a result of the appointments
Local impacts and local board views

12. Board appointments to CCOs and external partnerships are the role of the Governing Body. Local boards can participate in the nomination process for each director vacancy. The nomination of a candidate requires the consent of that candidate.

Māori impact statement

13. Auckland Council’s appointment and remuneration policy states that “The Selection Panel will interview and assess candidates against the required skills, knowledge and experience and may take into account other factors such as:

- the council’s board diversity and inclusion policy
- candidates with knowledge of Te Ao Māori and established Māori networks

14. The policy therefore encourages the identification of appropriately experienced Māori directors for consideration for appointment to boards.

15. The Act also states that one of the members appointed by the Auckland Council must be a person who, in the opinion of the Auckland Council, is appropriate to represent the interests of Māori in the Auckland region.

16. In addition, an Independent Māori Statutory Board member is involved in the appointment process by being a member of the selection panel. This ensures that a Māori perspective informs the recommendations of the selection panel during the shortlisting, interviewing and appointment processes.

17. The Independent Māori Statutory Board is also represented on this committee. This ensures a Māori perspective is brought to the decision-making process, and that the Independent Māori Statutory Board’s views are considered by the committee.

Financial implications

18. The costs associated with these appointments will be managed from existing budgets in council.

Risks and mitigations

19. There are risks associated with all appointments to external entities including:

- Reputational: all candidates are appropriately screened to meet the skill requirements for an entity such as this and have appropriate governance experience especially within public-facing entities. To mitigate any potential risks of disqualified directors or under-qualified candidates:
  
  (a) a thorough due diligence process will be completed on all candidate applications in line with the council’s appointment policy
  
  (b) short-listed candidates have completed the council’s director consent form prior to interview which requires directors to confirm that there is nothing that would disqualify them from being appointed
  
  (c) thorough reference checks of candidates who are approved for appointment are being conducted by Kerridge and Partners.

- Reputational: breach of privacy if confidential candidate information is provided to media outlets prior to final decisions being made by the committee. The risk is fewer and potentially less qualified candidates being attracted to future appointments. To
mitigate the risk staff will continue to highlight the need for maintaining confidentiality during the appointment programme.

iii) Governance: the risk of an unbalanced board where a loss of institutional knowledge impacts decision-making. Conversely, retaining board members for too long can mean the board lack innovation and fresh thinking.

**Ngā koringa ā-muri**

**Next steps**

20. Following approval from this committee, staff from the CCO Governance and External Partnerships department will liaise with the Funding and Amenities Boards about the committee’s decisions.

21. Howard Chaffey, Talent Acquisition Manager will manage any board member recruitment process.

**Ngā tāpirihanga**

**Attachments**

There are no attachments for this report.

**Ngā kaihaina**

**Signatories**

<table>
<thead>
<tr>
<th>Author</th>
<th>Josie Meuli - Senior Advisor</th>
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<td></td>
<td>Phil Wilson - Governance Director</td>
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</tbody>
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Process for the appointment of directors to Auckland's council-controlled organisations

File No.: CP2019/19411

Te take mō te pūrongo
Purpose of the report
1. To update the committee on the process for appointments to the boards of Auckland's council-controlled organisations, council organisations and external partnerships.

Whakarāpopototanga matua
Executive summary
2. The current process for appointing directors to any council-controlled organisation (CCO) and council organisations is outlined in Auckland Council’s Appointment and Remuneration Policy for Board Members of Council Organisations (the appointment policy).
3. CCOs are organisations that the council has the ability to appoint at least 50 per cent of the board of directors or trustees.
4. Auckland Council has five substantive CCOs, as well as a number of legacy non-substantive CCOs, council organisations, and other entities that it has the ability to appoint board members to.
5. This report provides an update regarding the following:
   i) appointments of a director and a chair to the board of Auckland Transport
   ii) appointment of a trustee to the City of Manukau Education Trust (COMET) - a non-substantive CCO
   iii) an appointment to the Auckland Airport Community Trust (AACT) - a council organisation

Ngā tūtohunga
Recommendation/s
That the Appointments and Performance Review Committee committee:
a) approve the board appointment process for the council-controlled organisations and council organisations in this agenda
b) note that the following confidential reports are included in the agenda and provide information regarding the:
   i) appointments of a chair and a director to the board of Auckland Transport
   ii) appointment of a trustee to the City of Manukau Education Trust (COMET)
   iii) appointment of two board members on Auckland Airport Community Trust (AACT).
c) note that these reports are confidential due to the personal information contained in them and the final appointment decisions will be made publicly available at the conclusion of the appointment process.
Horopaki

Context
6. It is necessary to protect the privacy of the candidates, applicants and selection panel members for these appointments. Confidential reports on this agenda provide advice and options to assist the committee to make decisions regarding the vacancies on Auckland Transport, COMET and AACT. This information is withheld for good reason under Section 7 of the Privacy Act.

Tātaritanga me ngā tohutohu

Analysis and advice
7. The board appointment process for appointing directors to any CCO and CO is outlined in the following table.

| Committee | • Approves retirement or reappointment of directors/board members  
|           | • Approves skills required for director positions  
|           | • Approves members of the selection panel |
| Selection panel | • Considers the complete list of candidates  
|           | • Recommends the short-listed candidates to the committee |
| Committee | • Approves the short-list of candidates for interview |
| Selection Panel | • Interviews the short-listed candidates approved by the committee  
|           | • Recommends preferred candidates to the committee |
| Committee | • Considers selection panel’s recommendations  
|           | • Makes appointments to the board |

Auckland Transport
8. The two selection panels have completed the interviews for the chair and director roles on this board. A confidential recommendation report provides the necessary information for the committee to make its decisions regarding these two vacancies.

COMET
9. The power of appointment of all trustees on COMET’s board is vested in Auckland Council as the settlor of COMET’s trust deed.
10. A separate report is on the confidential agenda that recommends a new appointment to this board.

AACT
11. AACT is a council organisation, the settlor being Auckland International Airport Limited. Five trustees are appointed to this board, two by the settlor, two by Auckland Council, and one by the Auckland Noise Consultative Community Group.
12. A confidential report on today’s agenda seeks approval from the committee to appoint council’s two board members.
13. Relevant information including curriculum vitae for the two candidates is appended in the confidential report.
Tauākī whakaaweawe āhuarangi
Climate impact statement
14. The decision to appoint members to these entities does not have an impact on direct greenhouse gas emissions and the effect on climate change over the lifetime of the decisions is considered minimal.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
15. There is no impact on other parts of the council group as a result of the appointments.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
16. Board appointments to CCOs and external partnerships are the role of the Governing Body. Local boards can participate in the nomination process for each director vacancy. The nomination of a candidate requires the consent of that candidate.

Tauākī whakaaweawe Māori
Māori impact statement
17. Auckland Council’s appointment and remuneration policy for board members of council organisations (the policy) states that the Selection Panel will interview and assess candidates against the required skills, knowledge and experience and may take into account other factors such as:
   - the council’s board diversity and inclusion policy (see section 4)
   - candidates with knowledge of Te Ao Māori and established Māori networks.
18. The policy therefore encourages the identification of appropriately experienced Māori directors for consideration for appointment to CCO and CO boards.
19. In addition, an Independent Māori Statutory Board member is involved in the appointment process by being a member of the selection panel. This ensures that a Māori perspective informs the recommendations of the selection panel during the shortlisting, interviewing and appointment processes.
20. The Independent Māori Statutory Board is also represented on this committee. This ensures a Māori perspective is brought to the decision-making process, and that the Independent Māori Statutory Board’s views are considered by the committee.

Ngā ritenga ā-pūtea
Financial implications
21. The costs associated with these appointments will be managed from existing budgets in council.

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
22. There are risks associated with all board appointments including:
   i) Reputational: all candidates are appropriately screened to meet the skill requirements for appointment to entities such as these and that they have appropriate governance experience especially within public-facing entities. To mitigate any potential risks of disqualified directors or under-qualified candidates:
(a) a thorough due diligence process will be completed on all candidate applications in line with the council’s appointment policy

(b) short-listed candidates have completed the council’s director consent form prior to interview which requires directors to confirm that there is nothing that would disqualify them from being a director

(c) thorough reference checks of candidates who are approved for appointment to Auckland Transport are being conducted by Kerridge and Partners.

ii) Reputational: breach of privacy if confidential candidate information is provided to media outlets prior to final decisions being made by the committee. The risk is fewer and potentially less qualified candidates being attracted into future board appointment programmes. To mitigate the risk staff will continue to highlight the need for maintaining confidentiality during the board appointment programme.

iii) Governance: the risk of an unbalanced board where a loss of institutional knowledge impacts decision-making. Conversely, retaining board members for too long can mean the board lack innovation and fresh thinking.

Ngā koringa ā-muri

Next steps

23. Following approval from this committee, staff from the CCO Governance and External Partnerships department will liaise with management and boards of the CCOs and COs listed to notify the outcome of the decisions.

24. Kerridge staff will notify the unsuccessful candidates who participated in the shortlist interviews for the Auckland Transport board vacancies.

Ngā tāpirihanga

Attachments

There are no attachments for this report.

Ngā kaihaina

Signatories

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<thead>
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</tbody>
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Te take mō te pūrongo
1. To make decisions regarding the 2020-2021 board intern programme for Auckland Council’s substantive council-controlled organisations (CCOs).

Whakarāpopototanga matua / Executive summary
2. The council’s board intern programme appoints an intern to the board of each of the substantive CCOs as a shadow (non-voting) director for 12 months. The programme also provides the intern with a structured programme of training and development opportunities.
3. The programme has in the past supported a diverse range of aspiring directors to develop skills, knowledge, and board room experience. It also helps the board interns to develop relationships and networks.
4. It is intended that the programme will lead to long-term benefits for the council, as well as external organisations across the region, by helping to develop more people capable of being appointed to governance roles.
5. This report seeks approval from the committee to re-commence the board intern programme for the 2020-2021 year and appoint a councillor from the committee to be a member of the board intern selection panel.

Ngā tūtohunga
Recommendation/s
That the Appointments and Performance Review Committee:

a) approve delegation of final advertising and briefs to the Manager, CCO Governance and External Partnerships
b) approve the composition of the selection panel for board intern appointments as follows:
   i) a director-mentor appointed by each council-controlled organisation
   ii) an Independent Māori Statutory Board member
   iii) Councillor to be confirmed.

Horopaki
Context
6. In 2013, Auckland Council approved a director intern programme known as the board intern programme (CCOS/ 2013/62). Over three years (2014, 2015, 2016) the council undertook an annual board intern programme, which has supported a diverse range of aspiring directors to develop skills, knowledge, and board room experience. The programme also helped the board interns to establish relationships and networks in the governance community.
7. The intern programme is intended to achieve long-term benefits for the council, as well as assisting with the future governance of external organisations across the region. Potential benefits of the programme include the following:
   i) securing a larger diverse pool of potential board members to choose from for future appointments to both substantive and legacy CCO boards
ii) opportunity for aspiring board members to make a contribution to the community
iii) providing board interns with a better understanding of the council group, its processes and public service ethos
iv) enabling board interns to develop relationships and networks with the chair and other board members.
v) helping Auckland’s corporate community by developing potential company directors.


8. Five CCOs have participated in the three previous board intern programmes – Auckland Transport (four interns), Watercare Services Limited (four interns), Auckland Tourism, Events and Economic Development Limited (two interns) and Regional Facilities Auckland Limited (two interns) and Panuku Development Auckland (one intern).

9. The interns need to exhibit a strong commitment, motivation and desire to pursue directorship opportunities and skill requirements include:
   i) being at a stage in their career where they are looking to develop governance skills and gaining board member roles in the next two to three years
   ii) having a range of skills and sector experience which includes community and public service
   iii) being able to commit enough time to undertake the programme effectively.

10. Potential candidates must:
    i) reside in Auckland
    ii) exhibit strength of commitment for the board intern role
    iii) have an employer’s letter approving participation in the 12-month board intern programme
    iv) provide a signed conflict of interest declaration.

11. All CCOs are supportive of continuing with the programme. Council staff are working with each CCO chair and director mentor to ensure the brief for each intern provides opportunities for relevant skills and experience to be incorporated.

12. This provides a wider brief for each CCO to provide basic training and targeted mentoring programmes that are relevant to their specific work programme.

Tātaritanga me ngā tohutohu
Analysis and advice

Board intern programme for 2020-2021

13. Staff propose that council’s board intern programme offer the following opportunities to aspiring directors:
    i) a 12-month scholarship on a CCO board
    ii) to be mentored by a CCO director
    iii) to participate in board/sub-committee discussions
    iv) a scholarship of up to $8,000 for governance training and up to $1,000 for generic costs payable by each CCO.

14. It is intended that the funding for governance training would cover the cost of the intern completing the Institute of Directors course, or something similar.

15. Staff discussions with each CCO includes:
    • a request to appoint a director-mentor to participate on the selection panel and develop and manage all aspects of the board intern programme
• input into the final brief – advertisement for board intern vacancies
• the preparation of an agreement between the board intern and CCO outlining the scholarship requirements including attendance at meetings and sub-committee meetings (as appropriate), participation in relevant discussion and appropriate work programmes, training and general expenses allowance, conflicts of interest and maintaining confidentiality of information
• provision of a structured mentoring programme
• a request that the CCOs approve and pays for governance training and generic expenses (such as transport and parking)
• director-mentors to participate in three quarterly meetings (three, six and nine months) with other CCOs and council staff to discuss the intern’s progress and ensure consistency within each CCOs programme.

16. Staff recommend that the 2020-2021 board intern programme be approved.

Tauākī whakaaweawe āhuarangi
Climate impact statement
17. The decision to appoint interns to the boards of CCOs does not have an impact on direct greenhouse gas emissions and the effect on climate change over the lifetime of the decision is considered minimal.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera
Council group impacts and views
18. There are no significant impacts on the council group regarding the board interns. The programme over time aims to produce a larger pool of potential CCO directors, which may have long term benefits for the council.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe
Local impacts and local board views
19. Board appointments to CCOs and external partnerships (including board interns) are the role of the Governing Body.

Tauākī whakaaweawe Māori
Māori impact statement
20. Auckland Council’s appointment and remuneration policy for board members of council organisations states that “The Selection Panel will interview and assess candidates against the required skills, knowledge and experience and may take into account other factors such as:
• the council’s board diversity and inclusion policy (see section 4)
• candidates with knowledge of Te Ao Māori and established Māori networks.

21. In addition, an Independent Māori Statutory Board member is involved in the appointment process by being a member of the selection panel. This ensures that a Māori perspective informs the recommendations of the selection panel during the shortlisting, interviewing and appointment processes.

22. The Independent Māori Statutory Board is also represented on this committee. This ensures a Māori perspective is brought to the decision-making process, and that the Independent Māori Statutory Board’s views are considered by the committee.

23. The board intern programme provides an opportunity for a diverse range of candidates who want to develop a governance career to gain experience and training. The programme may therefore have benefits for aspiring Māori directors.
Ngā ritenga ā-pūtea
Financial implications
24. The costs associated with these appointments to be met from existing CCO budgets. Staff suggest that each CCO approves the appropriate governance training up to (not exceeding) $8,000 and expenses (not exceeding) $1,000.

25. Staff note the current cost of company directors’ course through the Institute of Directors (non-residential five day in Auckland) is $7,650.00 (for members).

Ngā raru tūpono me ngā whakamaurutanga
Risks and mitigations
26. There are risks associated with all board appointments including:
   i) Reputational: all candidates are appropriately screened to meet the skill requirements for a board intern. To mitigate any potential risks of under-qualified or inappropriate candidates:
      (a) a thorough due diligence process will be completed on all candidate applications in line with the council’s appointment policy
      (b) thorough reference checks of candidates will be undertaken
   ii) Reputational: breach of privacy if confidential candidate information is provided to media outlets prior to final decisions being made by the committee. The risk is fewer and potentially less qualified candidates being attracted into future appointment programmes. To mitigate the risk staff will continue to highlight the need for maintaining confidentiality during the appointment programme.

Ngā koringa ā-muri
Next steps
27. Following approval from this committee, staff from the CCO Governance and External Partnerships department will liaise with Howard Chaffey from Talent Recruitment department (council) to prepare briefs with CCO chairs and director-mentors.

28. CCO Governance, Diversity and Inclusion and Talent Recruitment staff are collectively working together (with central government agencies - Ministry of Women and Ministry for Pacific Peoples) to widen the council’s reach and increase its pool of diverse candidates attracted to the CCO internship programme.

29. The collaborative approach includes reviewing and refining the council’s appointment processes (brief, longlist and shortlist).

Ngā tāpirihanga
Attachments
There are no attachments for this report.

Ngā kaihaina
Signatories
<table>
<thead>
<tr>
<th>Author</th>
<th>Josie Meuli - Senior Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorisers</td>
<td>Alastair Cameron - Manager - CCO Governance &amp; External Partnerships</td>
</tr>
<tr>
<td></td>
<td>Phil Wilson - Governance Director</td>
</tr>
</tbody>
</table>
**Exclusion of the Public: Local Government Official Information and Meetings Act 1987**

That the Appointments and Performance Review Committee

a) exclude the public from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

<table>
<thead>
<tr>
<th>C1</th>
<th>CONFIDENTIAL: Appointment of board member to COMET (Community Education Trust) Auckland</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reason for passing this resolution in relation to each matter</td>
<td>Particular interest(s) protected (where applicable)</td>
</tr>
<tr>
<td>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</td>
<td>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. In particular, the report contains information on individuals' qualifications for appointment.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C2</th>
<th>CONFIDENTIAL: Board appointments to Auckland Regional Amenities Funding Board</th>
</tr>
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<td>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</td>
<td>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. In particular, the report contains private information about board members on the Auckland Regional Amenities Funding board and their potential reappointment or retirement.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C3</th>
<th>CONFIDENTIAL: Appointment of board members to the Auckland Airport Community Trust</th>
</tr>
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<td>Reason for passing this resolution in relation to each matter</td>
<td>Particular interest(s) protected (where applicable)</td>
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<td>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</td>
<td>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</td>
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</table>
exists under section 7.

person.

In particular, the report contains private information about board members being considered for appointment to the Auckland Airport Community Trust.

C4   CONFIDENTIAL: Appointment of directors to Auckland's council-controlled organisations (Covering report)

<table>
<thead>
<tr>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Particular interest(s) protected (where applicable)</th>
<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</td>
<td>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. In particular, the report contains private information about candidates who have applied for the chair and director vacancies on Auckland Transport.</td>
<td>s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</td>
</tr>
</tbody>
</table>

C5   CONFIDENTIAL: Setting the Chief Executive's Performance Objectives (Covering report)

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<th>Ground(s) under section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</td>
<td>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. In particular, the report contains information that relates to the setting of performance objectives that have yet to be agreed with the Chief Executive, and the committee may discuss matters relating to the Chief Executive's current performance.</td>
<td>s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</td>
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</tbody>
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