

# Independent Commissioner Appointment Selection Panel establishment

**Meeting:** Kaipara District Council  
**Date of meeting:** Wednesday 29 July 2020  
**Reporting officer:** Gavin Dawson, Governance Advisor

## Purpose/Ngā whāinga

To seek approval to establish the Independent Commissioner Appointment Selection Panel (the “Panel”) to oversee the recruitment and appointment process and make a recommendation on suitable candidates to be appointed to the Kaipara District Council general list of Independent Hearing Commissioners.

## Recommendation/Ngā tūhunga

That the Kaipara District Council:

- a) Approves the establishment of a Selection Panel made up of the Mayor, one other Elected Member, and the Chief Executive or her Delegate, with a purpose of managing the recruitment and recommendation process to the Council, for the appointment of Independent Commissioners to the Kaipara District Council general list.

## Context/Horopaki

Each Council approves a list of Independent Hearing Commissioners from which staff select to assist with Hearings under the Resource Management Act 1991 (RMA).

All Commissioners, internal and independent, are required to fulfil the accreditation requirements of the RMA before being considered as a Commissioner. The accreditation required is the Ministry for the Environment certificate under the Making Good Decisions programme.

It is suggested that council should maintain a list of between 10 to 15 Independent Commissioners, to enable appropriate coverage of potential hearings. According to the policy approved by Council in May, the list is to be reviewed at the beginning of each triennium and is being completed now as a result.

## Discussion/Ngā kōrerorero

It is proposed that a Panel be established, which would be made up of the Mayor, one other Elected Member, and the Chief Executive or her chosen delegate. The Panel would be responsible for shortlisting and interviewing candidates before making the final recommendation to Council.

The actions and timeframes for the process have been outlined below:

Action	Timeframe
Advertisements for candidates are published	The week beginning Monday 3 August 2020
Candidate interviews commence	The week beginning Monday 24 August 2020
Recommendation made to Council on the appointment of the final list	30 September 2020 Council meeting

## **Significance and engagement/Hirahira me ngā whakapāpā**

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

## **Next steps/E whaiake nei**

The Panel will be convened as early as possible and the process for recruitment and recommendation will begin. Final recommendations will be considered at the September meeting of the Council.