



Internal Affairs briefing

Hon Jan Tinetti
Minister of Internal Affairs

Title: **Film and Literature Board of Review: appointment documents**

Date: 12 October 2021

Key issues

Cabinet has confirmed your intention to recommend that the Governor-General reappoints Rachael Schmidt-McCleave as President of the Film and Literature Board of Review (the Board) and appoints Mark Boddington and Dr Renee Laing MNZM as members. The appointment documents need to be sent to the Administrator of the Government, who is currently performing the functions of the Governor-General.

Action sought

The Department of Internal Affairs recommends that you:

- sign the covering letter (**Appendix A**) and the Advice Sheet (**Appendix B**);
- submit these with three Notices of Appointment (**Appendix C**) to the Cabinet Office for the Administrator of the Government;
- sign the correspondence (**Appendix D**) after the Administrator has signed the Notices of Appointment; and
- sign the correspondence (**Appendix E**) to departing members.

Timeframe

By 15 October 2021

Contact for telephone discussions (if required)

| Name | Position | Contact Number | Suggested 1 st contact |
|--------------------|--|----------------|-----------------------------------|
| Ariadna Motus | Manager, Monitoring and Appointments | 027 7800 709 | ✓ |
| Anita Balakrishnan | Tumuaki Director Ministerial, Monitoring, and Capability Group | 027 263 2423 | |

| | |
|--------------------------------|--|
| Return electronic document to: | ari.motus@dia.govt.nz |
| Cohesion document reference | T5VDXFP5TAD4-1818634188-2370 |
| Ministerial database reference | IA202101473 |

Purpose

1. This briefing provides documents for reappointing Rachael Schmidt-McCleave as the President of the Film and Literature Board of Review (the Board), and for appointing Mark Boddington and Dr Renee Liang MNZM as members (**Appendices A to D**). Letters of appreciation to departing members are also provided (**Appendix E**).

Background

2. On 13 September 2021, Cabinet confirmed your intention to recommend that the Governor-General reappoint Rachael Schmidt-McCleave as the President of the Board, and appoint Mark Boddington and Dr Renee Liang MNZM as members [CAB-21-MIN-0365 refers].

Documentation to the Administrator of the Government

3. The office of the Governor-General is vacant until Dame Cynthia Kiro, GNZM QSO takes office in late October 2021. During this time, the Administrator of the Government, the Chief Justice, the Right Honourable Dame Helen Winkelmann GMZN, is performing the Governor-General's functions.
4. You are asked to sign the following documents by 15 October 2021:
 - i. a letter to the Administrator of the Government seeking her agreement to make appointments to the Board (**Appendix A**);
 - ii. an Advice Sheet recommending the appointments (**Appendix B**).
5. Once you have signed **Appendices A** and **B** they will need to be provided to the Cabinet Office along with the Notices of Appointment (**Appendix C**). The Cabinet Office will then forward these documents to the Administrator of the Government.

Process once documentation is returned by the Administrator of the Government

6. Once the signed Notices of Appointment are returned by the Administrator of the Government, you are required to sign as a witness. You will then need to sign and send:
 - 6.1 letters of appointment and enclosed witnessed Notices of Appointment to Ms Schmidt-McCleave, Mr Boddington and Dr Liang (**Appendix D**); and
 - 6.2 letters of appreciation to Sandy Gill JP and Dr Gareth Schott (**Appendix E**) thanking them for their service to the Board.
7. Once you have signed and sent the letters, the Department of Internal Affairs (the Department) will advise the unsuccessful candidates of the outcome of their applications. The Department will also publish a list of the appointments on its website.

Recommendations

8. The Department of Internal Affairs recommends that you:
- a) **note** that Cabinet has confirmed your intention to recommend that the Administrator of the Government reappoint Rachael Schmidt-McCleave as President of the Film and Literature Board of Review, and appoint Mark Boddington and Dr Renee Liang MNZM as members;
 - b) **sign** the attached cover letter and the Appointment Advice Sheet to the Administrator of the Government recommending the reappointment and appointments to the Film and Literature Board of Review; and **Yes/No**
 - c) **send** the letter, Advice Sheet and unsigned Notices of Appointment and Candidate CV forms to the Cabinet Office; **Yes/No**

Once you have received the signed Notices of Appointment from the Administrator of the Government:

- d) **witness** the Administrator of the Government's signature on the Notices of Appointment; **Yes/No**
- e) **sign** the appointment letters enclosing a copy of the completed Notices of Appointment; **Yes/No**
- f) **sign** the letters of appreciation to Sandy Gill JP and Dr Gareth Schott thanking them for their service to the Board. **Yes/No**



Anita Balakrishnan
Director | Tumuaki Ministerial, Monitoring, and Capability Group

Hon Jan Tinetti
Minister of Internal Affairs

_____/_____/_____

Appendix A: Letter to the Administrator of the Government

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Hon Jan Tinetti

Minister of Internal Affairs
Minister for Women
Associate Minister of Education



Her Excellency the Right Honourable Dame Helen Winkelmann GNZM
Administrator of the Government
Government House
Wellington

Tēnā koe Your Excellency

Pursuant to section 93(2) of the Films, Videos, and Publications Act 1993 (the Act), I respectfully recommend that you appoint Rachael Schmidt-McCleave as President of the Film and Literature Board of Review (the Board), and that you appoint Mark Boddington and Dr Renee Laing MNZM as members to the Board.

The Film and Literature Board of Review (the Board)

The Board is a statutory appeal body established under section 91 of the Act to review classification decisions of the Office of Film and Literature Classification.

Membership

The Board consists of nine members, including a President and a Deputy President. Appointments are made by the Governor-General on the recommendation of the Minister of Internal Affairs as specified by section 93(2) of the Act. Terms of appointment are for up to three years and section 94(1) of the Act specifies that members may be reappointed for one further period not exceeding three years.

Three members, Ms Schmidt-McCleave, Sandy Gill JP and Dr Gareth Schott have expired terms of office following delays to the 2020 appointment process due to COVID-19 and the rescheduling of the 2020 general election. They have continued in office under section 95 of the Act which states that members continue in office on the expiry of their term until they are reappointed, replaced or resign.

Fees are \$580 per day for the President and \$380 per day for members. The Deputy President is paid as an ordinary member except when acting as President. The current membership of the Board is:

| Name | Gender Identity | Region | Ethnicities (and Iwi if applicable) | Date of original appointment | Expiry date of present term |
|---|-----------------|-----------------------------|-------------------------------------|------------------------------|-----------------------------|
| Rachael Schmidt-McCleave (President) | █ | Wellington | s9(2)(a) OIA █ █ | 22 June 2017 | 11 June 2020 |
| Nigel Dunlop (Deputy President) | █ | Wellington | s9(2)(a) OIA █ █ | 20 September 2019 | 23 September 2022 |
| Sandy Gill JP | █ | Wellington (Hutt Valley) | s9(2)(a) OIA █ | 14 April 2014 | 11 June 2020 |
| Dr Tom Brown | █ | Wellington | s9(2)(a) OIA █ █ | 20 September 2019 | 23 September 2022 |
| Nigel Dunlop (Deputy President) | █ | Wellington | s9(2)(a) OIA █ █ | 20 September 2019 | 23 September 2022 |
| Elizabeth Marvelly | █ | Auckland | s9(2)(a) OIA █ | 20 September 2019 | 23 September 2022 |
| Thomas (Tom) Turton | █ | Wellington | s9(2)(a) OIA █ █ | 20 September 2019 | 23 September 2022 |
| Dr Gareth Schott | █ | Waikato (Hamilton) | s9(2)(a) OIA | 14 April 2014 | 11 June 2020 |
| Dr Waikaremoana Waitoki | █ | Waikato (Hamilton) | s9(2)(a) OIA █ █ | 20 September 2019 | 23 September 2022 |

Recommended reappointment and terms of office

The President, Rachael Schmidt-McCleave, has performed well in the role and I respectfully recommend that you reappoint her as the President of the Board for a two-year term beginning on 8 November 2021 and ending on 7 November 2023. This will ensure she will serve for no more than six years as required by the Act.

Under section 93(4) of the Act, the President must have held a practising certificate as a barrister or solicitor for at least seven years. The Department confirms that Ms Schmidt-McCleave has held a practising certificate for at least seven years.

The Department also confirms that concurrence, for this reappointment and for the following recommendations in respect to new members, has been obtained from the Minister for Women and the Minister of Justice as required by section 93(2) of the Act.

Recommended new appointments and terms in office

I respectfully recommend that you appoint Mark Boddington as a member for a term of office beginning on 8 November 2021 and ending on 7 November 2024. Mr Boddington is from Nelson and has a Master of Laws degree. He is employed as the Group Legal Services Manager at Scientific Software and Systems Limited. He has experience in information technology law and has worked in a range of research and evaluation roles focusing on the relationship between digital media and society.

I also respectfully recommend that you appoint Dr Renee Liang MNZM from Auckland as a member for a term of office beginning on 8 November 2021 and ending on 7 November 2024. Dr Liang is a paediatrician and child health researcher. In 2018 she was made a Member of the New Zealand Order of Merit for services to the Arts.

I respectfully recommend that you sign the attached documents, reappointing Rachael Schmidt-McCleave as President, and appointing Mark Boddington and Dr Renee Liang MNZM as members of the Film and Literature Board of Review.

Ngā mihi

Hon Jan Tinetti
Minister of Internal Affairs

Encl. CV summaries

Candidate CV Form

| | |
|-------------|--------------------------|
| Name | Rachael SCHMIDT-McCLEAVE |
|-------------|--------------------------|

The Position

| | |
|----------------------------|-------------------------------------|
| Organisation/Entity | Film and Literature Board of Review |
| Position | President |
| Term | Two years |
| Payment | \$580, daily fee |

How the Candidate Meets the Needs of the Position

| | |
|---|--|
| Skills and attributes the candidate will bring to the position | <ul style="list-style-type: none"> • B.A., LL.B (Hons), M.A., LL.M (Hons) (Health Law) • Graduate Diploma in Dispute Resolution through Massey • An Associate Member of AMINZ (the Arbitrators' and Mediators' Institute of New Zealand) • Currently studying for a Graduate Diploma in Te Reo Māori from Massey University • Extensive governance experience • Extensive law work within government departments including Crown Law |
| Possible conflicts of interest | None declared. |
| Proposals for conflict management | Ms Schmidt-McCleave has declared that any actual or potential conflicts of interest or probity issues that arise will be brought to the attention of the Minister of Internal Affairs (the Minister), who will decide how these issues can best be managed. Ms Schmidt-McCleave agrees to abide by any decisions made by the Minister. If a conflict or probity issue cannot be managed, the Minister may reconsider the suitability of Ms Schmidt-McCleave remaining as President of the Board. |

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The Candidate

| | |
|--|---|
| Name | Rachael SCHMIDT-McCLEAVE |
| Address | Kapiti |
| Ethnicities | s9(2)(a) OIA |
| Age range | s9(2)(a) OIA |
| Gender | s9(2)(a) OIA |
| Current or most recent Employment | <ul style="list-style-type: none"> • Barrister and Solicitor, Central Chambers (current) |
| Government board appointments held | <ul style="list-style-type: none"> • President, Film and Literature Board of Review (2017-current) • Chair, Real Estate Authority Complaints Assessment Committee (2017-current) • Member, Law Society National Standards Committee (2020-current) • Deputy Chair Teachers Disciplinary Tribunal (2020-current) • Deputy Chair, Law Society Legal Standards Committee (2014-current) |
| Private and/or voluntary sector board appointments held | <ul style="list-style-type: none"> • Member, Arbitrators' and Mediators Institute of New Zealand (2020-current) • Treasurer, Wellington Women Lawyers Association (2019-current) • Member Kapiti Basketball Association (2020-current) |
| Qualifications and experience | <p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> • Grad Dip (Dispute Resolution), Massey University (2019) • Master of Arts (Creative Writing) Victoria University of Wellington (2006) • LL.M (First Class Hons), Victoria University of Wellington (2003) • BA/LL.B (First Class Hons), Otago University (1995) <p><i>Employment</i></p> <ul style="list-style-type: none"> • Minter Ellison Rudd Watts in Wellington • Chen Palmer & Partners • Russell McVeagh • Freshfields Bruckhaus Deringer |

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| | |
|--|---|
| | <p><i>Professional Membership</i></p> <ul style="list-style-type: none">• Arbitrators and Mediators Institute of New Zealand (AMINZ) 2014• New Zealand Bar Association (2014–present)• New Zealand Law Society (1996–present) |
|--|---|

Date: 11/10/2021

Released under the Official Information Act 1982

Candidate CV Form

| | |
|-------------|-----------------|
| Name | Mark BODDINGTON |
|-------------|-----------------|

The Position

| | |
|----------------------------|-------------------------------------|
| Organisation/Entity | Film and Literature Board of Review |
| Position | Member |
| Term | Three years |
| Payment | \$380, daily fee |

How the Candidate Meets the Needs of the Position

| | |
|---|---|
| Skills and attributes the candidate will bring to the position | <ul style="list-style-type: none">• Holds a Masters in Law• Legal professional specializing in information technology law• Participated in the 2019 Summer Media Law and Policy Institute at Oxford University |
| Possible conflicts of interest | None declared. |
| Proposals for conflict management | Mr Boddington has declared that any actual or potential conflicts of interest or probity issues that arise will be brought to the attention of the President, who will decide how these issues can best be managed. Mr Boddington agrees to abide by any decisions on the management of that conflict or probity issue. If a conflict or probity issue cannot be managed, the President will inform the responsible Minister, and the Minister may reconsider the suitability of Mr Boddington continuing to be an Member of the Board. |

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The Candidate

| | |
|--|--|
| Name | Mark BODDINGTON |
| Address | Tāhunanui, Nelson |
| Ethnicities | §9(2)(a) OIA |
| Age range | §9(2)(a) OIA |
| Gender | §9(2)(a) OIA |
| Current or most recent Employment | <ul style="list-style-type: none"> Group Legal Services Manager, Scientific Software and Systems Limited, (2014-present) |
| Government board appointments held | None stated |
| Private and/or voluntary sector board appointments held | <ul style="list-style-type: none"> Treasurer / Board Member, Asian Pacific Copyright Association (2018-present) Advisory Panel Member, InternetNZ (2019-2020) Board Member, CIRCUIT Artist Film and Video Aotearoa (2017-2020) |
| Qualifications and experience | <p><i>Qualifications/Awards</i></p> <ul style="list-style-type: none"> Master of Laws (Information Technology Law), University of Edinburgh, Edinburgh, Scotland (2013) Bachelor of Laws, Victoria University of Wellington, New Zealand (2011) Bachelor of Commerce and Administration (Major in Electronic Commerce and Multimedia), Victoria University of Wellington (2003) Bachelor of Arts (Double Major in Art History and History), Victoria University of Wellington, New Zealand (2003) <p><i>Employment</i></p> <ul style="list-style-type: none"> Legal Counsel, Corporate Services, Scientific Software and Systems Limited, Wellington, New Zealand (2014–2020) Sessional Assistant, Guest Lecturer, Legal Research Assistant, Tutor and Marker, School of Accounting and Commercial Law, Victoria University of Wellington, Full-time and part-time (2010–2019) Program Assistant, Communication and Information and Culture sectors, UNESCO Office of the Pacific States, Apia, Samoa (2013–2014) |

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| | |
|--|--|
| | <p>Technical Advisor, Learning Media Ltd, Wellington New Zealand, 2013 <i>Professional Membership</i></p> <ul style="list-style-type: none">• Internet New Zealand (2018)• Asian Pacific Copyright Association (2016)• New Zealand Law Society (2014) <p><i>Awards</i></p> <ul style="list-style-type: none">• Most Influential Lawyers 2021, New Zealand Lawyer Magazine (2021)• One of six ILANZ Young In-house Lawyers of the Year 2018, New Zealand Law Society• 2018 Churchill Fellow, New Zealand Winston Churchill Memorial Trust |
|--|--|

Date: 11/10/2021

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Candidate CV Form

| | |
|-------------|---------------------|
| Name | Dr Renee LIANG MNZM |
|-------------|---------------------|

The Position

| | |
|----------------------------|-------------------------------------|
| Organisation/Entity | Film and Literature Board of Review |
| Position | Member |
| Term | Three years |
| Payment | \$330, daily fee |

How the Candidate Meets the Needs of the Position

| | |
|---|--|
| Skills and attributes the candidate will bring to the position | <ul style="list-style-type: none"> • Medical doctor • Paediatrician • Holds a Master of Creative Writing and a Post Graduate Diploma in Arts (Theatre Writing) from the University of Auckland • Has governance experience • Was the recipient of the Next Woman of the Year award for Arts and Culture in 2018 |
| Possible conflicts of interest | None declared. |
| Proposals for conflict management | Dr Liang has declared that any actual or potential conflicts of interest or probity issues that arise will be brought to the attention of the President, who will decide how these issues can best be managed. Dr Liang agrees to abide by any decisions on the management of that conflict or probity issue. If a conflict or probity issue cannot be managed, the President will inform the responsible Minister, and the Minister may reconsider the suitability of Dr Liang continuing to be a Member of the Board |

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The Candidate

| | |
|--|---|
| Name | Dr Renee LIANG MNZM |
| Address | Auckland |
| Ethnicities | s9(2)(a) OIA |
| Age range | s9(2)(a) OIA |
| Gender | s9(2)(a) OIA |
| Current or most recent Employment | Paediatrician, Waitematā District Health Board (2018-present) |
| Government board appointments held | None stated |
| Private and/or voluntary sector board appointments held | <ul style="list-style-type: none"> • Trustee, Commonwealth Scholars New Zealand (2019–present) • Committee member, University of Auckland Society (2014–2019) • Panel member external sustainability Panel, Westpac New Zealand (2014–2018) • Committee member, Emerging Pacific Leaders' Dialogue (present) |
| Qualifications and experience | <p><i>Qualifications</i></p> <ul style="list-style-type: none"> • Postgraduate Diploma in Arts (Drama/theatre), University of Auckland (2009) • Certificate of Proficiency in Population Health, University of Auckland (2008) • Master of Creative Writing, University of Auckland (2007) • FRACP (General Paediatrics) (2006) • MBChB, University of Auckland (1996) • BHB, University of Auckland (1993) <p><i>Professional Membership</i></p> <ul style="list-style-type: none"> • Royal Australasian College of Physicians (2006) • Playmarket New Zealand (2015) <p><i>Registrations</i></p> <ul style="list-style-type: none"> • Vocational Registrant (Paediatrics), New Zealand Medical Council (date not specified) • General and Specialist registration, AHPRA (Australia) (date not specified) |

Date: 11/10/2021

Appendix B: Advice sheet for the Administrator of the Government

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Wellington, / /

Her Excellency the Administrator of the Government is respectfully advised to appoint pursuant to Section 93(2) of the Films, Videos, and Publications Act 1993:

Rachael Schmidt-McCleave

as President of the Film and Literature Board of Review for a term commencing on 8 November 2021 and ending on 7 November 2023.

Mark Boddington

as a member of the Film and Literature Board of Review for a term commencing on 8 November 2021 and ending on 7 November 2024.

Dr Renee Liang MNZM

as a member of the Film and Literature Board of Review for a term commencing on 8 November 2021 and ending on 7 November 2024.

Hon Jan Tinetti
Minister of Internal Affairs

Appointed

Administrator of the Government

/ /

Appendix C: Notices of appointments

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Appointment of Member of the Film and Literature Board of Review

Administrator of the Government

Pursuant to Section 93(2) of the Films, Videos, and Publications Act 1993
I, the Right Honourable Helen Winkelmann GNZM,
Administrator of the Government hereby appoint:

Rachael Schmidt-McCleave

as the President of the Film and Literature Board of Review
for a term commencing on 8 November 2021 and ending on 7 November 2023.

Given under the hand of Her Excellency the Administrator of the Government and issued

this.....day of.....2021.

Hon Jan Tinetti
Minister of Internal Affairs



Appointment of Member of the Film and Literature Board of Review

Administrator of the Government

Pursuant to Section 93(2) of the Films, Videos, and Publications Act 1993
I, the Right Honourable Dame Helen Winkelmann GNZM,
Administrator of the Government hereby appoint:

Mark Boddington

as a Member of the Film and Literature Board of Review
for a term commencing on 8 November 2021 and ending on 7 November 2024.

Given under the hand of Her Excellency the Administrator of Government and issued

this.....day of.....2021.

Hon Jan Tinetti
Minister of Internal Affairs



Appointment of Member of the Film and Literature Board of Review

Administrator of the Government

Pursuant to Section 93(2) of the Films, Videos and Publications Act 1993
I, the Right Honourable Dame Helen Winkelmann GNZM,
Administrator of the Government hereby appoint:

Dr Renee Liang MNZM

as a Member of the Film and Literature Board of Review
for a term commencing on 8 November 2021 and ending on 7 November 2024.

Given under the hand of Her Excellency the Administrator of the Government and issued

this.....day of.....2021.

Hon Jan Tinetti
Minister of Internal Affairs

Appendix D: Appointment letters

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Hon Jan Tinetti

Minister of Internal Affairs
Minister for Women
Associate Minister of Education



Rachael Schmidt-McCleave

s9(2)(a) OIA

Tēnā koe Ms Schmidt-McCleave

Reappointment as President to the Film and Literature Board of Review

I am pleased to advise you that Her Excellency the Administrator of the Government has reappointed you as the President of the Film and Literature Board of Review. Your new term of office starts on 8 November 2021 and ends on 7 November 2023. A copy of your Notice of Appointment is attached.

Management of interests

If at any stage during your new term of appointment you feel you may have a conflict of interest or a probity issue, please bring this to my attention immediately and I will decide how best to manage the conflict.

Remuneration

Your remuneration will remain unchanged at \$580 per day with reimbursement of actual and reasonable expenses for travel.

New appointments to the Film and Literature Board of Review

I am also pleased to advise you that her Excellency has appointed Mark Boddington and Dr Renee Liang MNZM, as members of the Film and Literature Board of Review.

They have been appointed to terms beginning on 8 November 2021 and ending on 7 November 2024.

Their daily fee is \$380 with reimbursement of actual and reasonable expenses for travel.

I have written to Mr Boddington and Dr Renee Liang MNZM advising them of their appointments and that they should bring any conflict of interest or probity issues to your attention for discussion and decision.

If you wish to contact Mr Boddington and Dr Liang to welcome them to the Board, Mr Boddington can be contacted at mark.r.boddington@gmail.com or by phoning 021-034-2414. Dr Liang can be contacted at docrnz@gmail.com or phoning 021-265-9131.

Continuation in office and resignation provisions

Te Kawa Mataaho Public Service Commission's guidelines advise that, in general, members should only be appointed for a maximum of two terms. It is also important to be aware that there is no guarantee of reappointment.

You may resign from office by written notice to me at any time stating the date on which your resignation will be effective. A copy of your correspondence should be provided to the secretariat.

Other matters

I would appreciate it if you could formally accept your reappointment by completing the enclosed acknowledgement slip and emailing it to Ariadna Motus at the Department of Internal Affairs: ari.motus@dia.govt.nz.

Ms Motus should also be contacted if you have any questions about your reappointment or the new appointments to the Board.

Congratulations on your reappointment.

Ngā mihi

Hon Jan Tinetti
Minister of Internal Affairs

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Acceptance of reappointment as Member of the Film and Literature Board of Review

I, Rachael Schmidt-McCleave, confirm I agree to be reappointed as the President of the Film and Literature Board of Review in accordance with the terms and conditions set out in the letter confirming my appointment.

I understand the terms and conditions of my reappointment as set out in the letter advising me of my reappointment. I agree that, as the President of the Film and Literature Board of Review, I will operate within these terms and conditions.

Signed:

Date

Released under the Official Information Act 1982

Hon Jan Tinetti

Minister of Internal Affairs
Minister for Women
Associate Minister of Education



Mark Boddington

s9(2)(a) OIA

Tēnā koe Mr Boddington

Appointment to the Film and Literature Board of Review

I am pleased to advise you that Her Excellency the Administrator of the Government has appointed you as a Member of the Film and Literature Board of Review (the Board). The term of your appointment is for three years, commencing on 8 November 2021 and ending on 7 November 2024. A copy of your Notice of Appointment is attached.

I have informed the President, Rachael Schmidt-McCleave of your appointment. You will be contacted shortly and advised of arrangements for upcoming meetings and your induction to the Board.

The role of the Film and Literature Board of Review and membership

- The Board is a statutory appeal body, established under section 91 of the Films, Videos, and Publications Act 1993 (the Act), to review classification decisions of the Office of Film and Literature Classification.
- The Board consists of nine members, including a President and a Deputy President. Section 93(2) of the Act states appointments are made by the Governor-General on my recommendation.
- Terms of appointment are for up to three years and members may be reappointed for one further term subject to section 94(1) of the Act. Section 95 of the Act states that members continue in office on the expiry of their term until they are reappointed, a successor is appointed, or they resign.
- The Board conducts three to six reviews of classification decisions per year on average.
- The Board typically meets as a quorum of five members, rather than the full nine-person membership.

Daily fee and reimbursement of expenses

The daily fee for members is \$380 with reimbursement for actual and reasonable expenses for travel.

Conflicts of interest

If at any stage during your term of appointment you feel you may have an actual or potential conflict of interest or probity issue, please bring this promptly to the attention of the President who will decide how to best manage the conflict or probity issue. In the event that the issue cannot be managed effectively, I expect to be informed at the earliest opportunity.

Continuation in office and resignation provisions

Te Kawa Mataaho Public Service Commission's guidelines advise that, in general, members should only be appointed for a maximum of two terms. It is also important to be aware that there is no guarantee of reappointment.

You may resign from office by written notice to me at any time stating the date on which your resignation will be effective. A copy of your correspondence should be provided to the President.

Other matters

I would appreciate it if you could formally accept your appointment by completing the enclosed acknowledgement slip and emailing it to Ariadna Motus at the Department of Internal Affairs: ari.motus@dia.govt.nz.

The President has been provided with your contact details and may contact you to welcome you to the Board. You will also be contacted by the secretariat to discuss administrative arrangements including your induction.

If you have any questions about your appointment, please contact Ariadna Motus by email.

I would like to take this opportunity to congratulate you on your appointment. Your knowledge and experience will be of considerable benefit to the Board. I wish you well for your term of appointment.

Ngā mihi

Hon Jan Tinetti
Minister of Internal Affairs

Acceptance of appointment as Member of the Film and Literature Board of Review

I, Mark Boddington confirm I agree to be appointed as a Member of the Film and Literature Board of Review in accordance with the terms and conditions set out in the letter confirming my appointment.

I understand the terms and conditions of my appointment as set out in the letter advising me of my appointment. I agree that, as a Member of the Film and Literature Board of Review, I will operate within these terms and conditions.

Signed:

Date

Released under the Official Information Act 1982

Hon Jan Tinetti

Minister of Internal Affairs
Minister for Women
Associate Minister of Education



Dr Renee Liang MNZM

s9(2)(a) OIA

Tēnā koe Dr Liang

Appointment to the Film and Literature Board of Review

I am pleased to advise you that Her Excellency the Administrator of the Government has appointed you as a Member of the Film and Literature Board of Review (the Board). The term of your appointment is for three years, commencing on 8 November 2021 and ending on 7 November 2024. A copy of your notice of appointment is attached.

I have informed the President, Rachael Schmidt-McCleave of your appointment. You will be contacted shortly and advised of arrangements for upcoming meetings and your induction to the Board.

The role of the Film and Literature Board of Review and membership

- The Board is a statutory appeal body, established under section 91 of the Films, Videos and Publications Act 1993 (the Act), to review classification decisions of the Office of Film and Literature Classification.
- The Board consists of nine members, including a President and a Deputy President. Section 93(2) of the Act states appointments are made by the Governor-General on my recommendation.
- Terms of appointment are for up to three years and members may be reappointed for one further term subject to section 94(1) of the Act. Section 95 of the Act states that members continue in office on the expiry of their term until they are reappointed, a successor is appointed, or they resign.
- The Board conducts three to six reviews of classification decisions per year on average.
- The Board typically meets as a quorum of five members, rather than the full nine-person membership.

Daily fee and reimbursement of expenses

The daily fee for members is \$380 with reimbursement for actual and reasonable expenses for travel.

Conflicts of interest

If at any stage during your term of appointment you feel you may have an actual or potential conflict of interest or probity issue, please bring this promptly to the attention of the President who will decide how to best manage the conflict or probity issue. In

the event that the issue cannot be managed effectively, I expect to be informed at the earliest opportunity.

Continuation in office and resignation provisions

Te Kawa Mataaho Public Service Commission's guidelines advise that, in general, members should only be appointed for a maximum of two terms. It is also important to be aware that there is no guarantee of reappointment.

You may resign from office by written notice to me at any time stating the date on which your resignation will be effective. A copy of your correspondence should be provided to the President.

Other matters

I would appreciate it if you could formally accept your appointment by completing the enclosed acknowledgement slip and emailing it to Ariadna Motus at the Department of Internal Affairs: ari.motus@dia.govt.nz.

The President has been provided with your contact details and may contact you to welcome you to the Board. You will also be contacted by the secretariat to discuss administrative arrangements including your induction.

If you have any questions about your appointment, please contact Ariadna Motus by email.

I would like to take this opportunity to congratulate you on your appointment. Your knowledge and experience will be of considerable benefit to the Board. I wish you well for your term of appointment.

Ngā mihi

Hon Jan Tinetti
Minister of Internal Affairs

Released under the Official Information Act 1982

Acceptance of appointment as Member of the Film and Literature Board of Review

I, Dr Renee Liang confirm I agree to be appointed as a Member of the Film and Literature Board of Review in accordance with the terms and conditions set out in the letter confirming my appointment.

I understand the terms and conditions of my appointment as set out in the letter advising me of my appointment. I agree that, as a Member of the Film and Literature Board of Review, I will operate within these terms and conditions.

Signed:

Date

Released under the Official Information Act 1982

Appendix E: Letters of appreciation

Released under the Official Information Act 1982

Hon Jan Tinetti

Minister of Internal Affairs
Minister for Women
Associate Minister of Education



Sandy Gill JP

s9(2)(a) OIA

Tēnā koe Ms Gill

I am writing to let you know that I have appointed a new member to replace you on the Film and Literature Board of Review. Your service for the Board is now complete.

I want to take this opportunity to acknowledge your work and contribution to the Board since your appointment in 2014, and in particular your extended time in office.

There have been considerable changes during those years including the burgeoning growth of digital content. I trust you have found the Board's work challenging and interesting during that time.

Your service during these years in support of the Board's vital role is greatly appreciated. I wish you well in your future endeavours.

Ngā mihi

Hon Jan Tinetti
Minister of Internal Affairs

Hon Jan Tinetti

Minister of Internal Affairs
Minister for Women
Associate Minister of Education



Dr Gareth Schott

s9(2)(a) OIA

Tēnā koe Dr Schott

I am writing to let you know that I have appointed a new member to replace you on the Film and Literature Board of Review and your service for the Board is now complete.

I want to take this opportunity to acknowledge your work and contribution to the Board since your appointment in 2014, and in particular your extended time in office.

There have been considerable changes during those years including the burgeoning growth of digital content. I trust that you have found the Board's work challenging and interesting during that time.

Your service during these years in support of the Board's vital role is greatly appreciated. I wish you well in your future endeavours.

Ngā mihi

Hon Jan Tinetti
Minister of Internal Affairs