



# AIDE MEMOIRE

## Draft Cabinet paper to progress appointments

<b>Date:</b>	1 August 2024	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2425-0447

<b>Information for Minister</b>
Hon Andrew Bayly <b>Minister of Commerce and Consumer Affairs</b>

<b>Contact for telephone discussion (if required)</b>			
<b>Name</b>	<b>Position</b>	<b>Telephone</b>	<b>1st contact</b>
Paul Metcalf	Manager, Appointments and Governance	s 9(2)(a)	✓
Andrew Flanagan	Senior Advisor, Board Appointments and Governance	04 831 9685	

<b>The following departments/agencies have been consulted</b>

**Minister's office to complete:**

- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by Events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

**Comments**

RELEASED UNDER THE OFFICIAL INFORMATION ACT



# AIDE MEMOIRE

## Draft Cabinet paper to progress appointments

<b>Date:</b>	1 August 2024	<b>Priority:</b>	Medium
<b>Security classification:</b>	In Confidence	<b>Tracking number:</b>	2425-0447

### Purpose

To provide you with a draft Cabinet paper to progress appointments to five bodies.

Paul Metcalf  
**Manager, Appointments and Governance**  
Labour, Science and Enterprise, MBIE

1 / 8 / 24

### You have made appointment decisions

1. You have agreed to the following (re)appointments [briefings 2324-3819, 2425-0086 and 2425-0166 refer]:

Entity	Candidate(s)	Role	Term	Appointed by
Accreditation Council	Sir Neville Jordan KNZM CNZM	Member	3 years	You
Financial Advice Code Committee	Paul Mersi, Therese Singleton	Member	3 years	You
Joint Accreditation System of Australia and New Zealand	Brian Watson	Vice Chair	2 years	Joint appointment by you and Australian Minister for Industry and Science
New Zealand Standards Approval Board	Pete Laurenson	Member	3 years	You
Trans-Tasman IP Attorneys Board	Dr Duncan de Geest	Member	3 years	Australian Minister for Industry and Science

2. A draft Cabinet paper proposing these appointments is attached as **Annex One**. The Organisation Forms and Candidate CV Forms are attached as **Annex Two**.

3. In order to be considered by the Cabinet Appointments and Honours Committee on 27 August 2024, the paper must be lodged by 10am on 22 August 2024. Speaking notes to support your appearance at APH are attached as **Annex Three**.
4. We are undertaking due diligence checks on the candidates. We will inform your office should any issues arise.
5. As the Trans-Tasman IP Attorneys Board regulates the patent attorney profession, you may wish to consult the Attorney-General on Dr de Geest's appointment before submitting the paper to APH. A letter to this effect is attached as **Annex Four**.
6. Following Cabinet confirmation, we will provide you with documents to finalise the appointments.

## **Annexes**

---

Annex One: Draft Cabinet paper

Annex Two: Organisation Forms and Candidate CV Forms

Annex Three: Speaking notes

Annex Four: Letter to the Attorney-General

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT

## In Confidence

Office of the Minister of Commerce and Consumer Affairs

Cabinet Appointments and Honours Committee

## Commerce and Consumer Affairs portfolio: Appointments and reappointments

### Proposal

- 1 This paper outlines my intention to:
  - 1.1 appoint Sir Neville Jordan KNZM CNZM as a member of the Accreditation Council for a three-year term commencing on the date of appointment;
  - 1.2 reappoint Paul Mersi and Therese Singleton as members of the Financial Advice Code Committee for terms commencing on 1 November 2024 and expiring on 31 October 2027;
  - 1.3 appoint Brian Watson as Vice Chair of the Joint Accreditation System of Australia and New Zealand for the remainder of his term;
  - 1.4 appoint Pete Laurenson as a member of the New Zealand Standards Approval Board for a three-year term commencing on the date of appointment; and
  - 1.5 recommend that the Australian Minister for Industry and Science appoints Dr Duncan de Geest as a member of the Trans-Tasman IP Attorneys Board for a three-year term commencing on the date of appointment.

### Background

#### *Accreditation Council*

- 2 The Accreditation Council (the Council) is an autonomous Crown entity established by the Standards and Accreditation Act 2015. The Council is responsible for the independent accreditation of laboratories, testing and inspection bodies, building consent authorities and radiology practices through its trading arm International Accreditation New Zealand (IANZ).
- 3 IANZ supports international trade by implementing international standards and maintaining international recognition and acceptance of accreditation assessments. The Council also operates Telarc Limited, which provides certification services, and the New Zealand Quality College that provides technical training services.
- 4 Under the Standards and Accreditation Act, the Council consists of between five to seven members. The Crown Entities Act 2004 sets out the conditions for the responsible Minister to appoint and remove Council members. This includes only appointing members who have the appropriate knowledge, skills and experience to

assist the statutory entity to achieve its objectives and perform its function. A list of the current membership is attached.

#### *Financial Advice Code Committee*

- 5 The Financial Advice Code Committee (the Code Committee) is established under the Financial Markets Conduct Act 2013. The Code Committee is responsible for reviewing the reviewing the Code of Professional Conduct for Financial Advice Services (the Code). The Code is a universal Code of Conduct for all advisers providing financial advice to retail clients. The Code Committee is also responsible for liaising with relevant parties about the development, review and implementation of the Code, and recommending changes to it.
- 6 The Code Committee must have seven to eleven members, including two members appointed for their knowledge of, and skills and experience in relation to, consumer affairs or disputes resolution. Other members must hold knowledge of, and skills and experience in relation to, the provision of financial services and other appropriate skills, experience and knowledge that will benefit its work. A list of the current membership is attached.

#### *Joint Accreditation System of Australia and New Zealand*

- 7 The Joint Accreditation System of Australia and New Zealand (JASANZ) is a trans-Tasman body originally established in 1991 and operates under a binding international treaty (the Treaty). JASANZ plays a significant role in trade and consumer protection by accrediting the competence and reliability of conformity assessment and certification bodies against standards and regulations.
- 8 JASANZ is governed by a board of ten members. Three members, including one New Zealand government representative, are appointed by me. Six members, including one Australian government representative, are appointed by the Australian Minister for Industry and Science. The tenth member is the chief executive of JASANZ. A list of the current New Zealand membership is attached.
- 9 The Chair and Vice Chair must be of different countries and are appointed through a joint decision by me and the Australian Minister. The current Chair is from Australia, so a New Zealand member must be appointed as Vice Chair. The Chair and Vice Chair must not be government representatives.

#### *New Zealand Standards Approval Board*

- 10 The New Zealand Standards Approval Board (SAB) was established by the Standards and Accreditation Act. The SAB approves proposed New Zealand Standards and membership of standards development committees. The Board also advises on the currency of New Zealand Standards, priority areas for the development of New Zealand Standards, and the review of existing New Zealand Standards.
- 11 Under section 11(2) of the Standards and Accreditation Act, the SAB consists of five to seven members who collectively have the skills and experience necessary to approve New Zealand Standards, including knowledge of the sectors that use standards. A list of the current membership is attached.

*Trans-Tasman IP Attorneys Board*

- 12 The Trans-Tasman IP Attorneys Board is an Australian body established under the Patents Act 1990 (Australia) to regulate the patent attorney profession in Australia and New Zealand. Its members are appointed by the Australian Minister for Industry and Science.
- 13 The Board consists of up to ten members, including two or more New Zealand representatives of the patent attorney profession. The responsible Australian Minister appoints the New Zealand representatives on my nomination. A list of the current membership is attached.

**Comment**

- 14 I intend to:
  - 14.1 appoint Sir Neville Jordan KNZM CNZM as a member of the Council for a term of three years commencing on the date of appointment to replace outgoing member Paul Connell;
  - 14.2 reappoint Paul Mersi and Therese Singleton as members of the Financial Advice Code Committee for terms commencing on 1 November 2024 and expiring on 31 October 2027;
  - 14.3 appoint current member Brian Watson as Vice Chair of the Joint Accreditation System of Australia and New Zealand for a term commencing on 11 September 2024 and expiring on 10 September 2026 to replace current Vice Chair Debra Hall;
  - 14.4 appoint Pete Laurenson as a member of the New Zealand Standards Approval Board for a three-year term commencing on the date of appointment to replace outgoing member Richard Merrifield; and
  - 14.5 recommend that the Australian Minister appoints Dr Duncan de Geest as a member of the Trans-Tasman IP Attorneys Board for a term of three years commencing on the date of appointment to fill a vacancy.

*Sir Neville Jordan KNZM CNZM*

- 15 Sir Neville has strong leadership skills and extensive governance experience in the private and public sectors. He has a breadth of industry networks and a deep understanding of the importance of standards, including internationally. He has significant expertise in business, science and technology.

*Therese Singleton*

- 16 Ms Singleton has extensive senior experience in the insurance sector and working with financial advice provider organisations. In addition, she provides excellent insight on legal issues.

*Paul Mersi*

- 17 Mr Mersi was previously Head of Financial Services at PwC New Zealand, contributing to his ability to bring valuable depth to considerations of the Code's impact on the broader financial advice sector and consumers. His critical thinking abilities are pivotal in helping the Committee identify where to focus its attention.

*Brian Watson*

- 18 Mr Watson is an experienced company director with executive experience across Australia and New Zealand. He brings expertise in standards and conformance, strong financial acumen, a strategic focus and an entrepreneurial mindset.

*Pete Laurenson*

- 19 Mr Laurenson has deep experience in the building industry and its regulatory regime. He has significant knowledge of the development and implementation of standards in New Zealand and has advised national standards bodies in the past.

*Dr Duncan de Geest*

- 20 Dr de Geest is a barrister and solicitor of the High Court of New Zealand and a registered trans-Tasman patent attorney with experience in patent protection of chemical innovations. He has an understanding of the trans-Tasman regulatory regime and good standing in the industry.

**Representativeness of appointments**

- 21 I am satisfied that these appointments will provide for well-balanced boards and appropriate mixes of skills and experience.

- 22 With these (re)appointments, the following gender balances will result:

Body	Men	Women
Accreditation Council	2	5
Financial Advice Code Committee	5	4
JASANZ	2	1
SAB	4	3
Trans-Tasman IP Attorneys Board	1	1

**Remuneration**

- 23 The Council is classified as a Group 3a Level 4 governance board under the Cabinet Fees Framework (the Framework). The fee for a member is \$17,808 per year, which is consistent with the Framework.



- 24 Remuneration for members of the Code Committee is determined by the Remuneration Authority.
- 25 JASANZ is classified as a Group 3a Level 5 body under the Framework. The fee for the Vice Chair is \$760 per day, which is consistent with the Framework.
- 26 The SAB is classified as a Group 2 Level 3 body under the Framework. The fee for a member is \$360 per day, which is consistent with the Framework.
- 27 Remuneration for members of the Trans-Tasman IP Attorneys Board is determined by the Australian Remuneration Tribunal.

### **Appointment process and consultation**

- 28 I can confirm that an appropriate process has been followed in selecting the proposed appointees, in terms of the Public Service Commission appointment guidelines. In summary, that process comprised discussions with the relevant chairs, public advertising, reviewing candidates' CVs and interviewing candidates.

### ***Trans-Tasman appointments***

- 29 Article 6(6) of the Treaty states that the Chair and Vice Chair of JASANZ shall be appointed by a joint decision of the Australian and New Zealand Ministers.
- 30 Under section 227A(2C) of the Patents Act 1990 (Australia), members of the Trans-Tasman IP Attorneys Board are appointed by the Australian Minister in writing.
- 31 Subject to Cabinet agreement, I intend to send a letter to the Australian Minister of Industry and Science seeking support of a joint decision to appoint Mr Watson as Vice Chair of JASANZ. I also intend to nominate Dr de Geest for appointment to the Trans-Tasman IP Attorneys Board.

### **Conflicts of interest**

- 32 I can confirm that appropriate enquiries concerning conflicts of interest have been carried out, in accordance with the Public Service Commission appointment guidelines, to identify any conflict of interest that could reasonably be identified, and no conflicts of interest have been identified.

### **Communications**

- 33 Notices of the appointments to the Council and the SAB will be published in the *New Zealand Gazette* as soon as practicable, pursuant to section 28(4) of the Crown Entities Act and clause 1(3)(a) of Schedule 1 of the Standards and Accreditation Act.
- 34 The Australian Minister will publicise the appointment to the Trans-Tasman IP Attorneys Board once finalised.
- 35 No communications are planned for the Code Committee reappointments or the appointment of the JASANZ Vice Chair.

## Recommendation

- 1 It is recommended that the Committee:
  - 1.1 note my intention to appoint Sir Neville Jordan KNZM CNZM as a member of the Accreditation Council for a three-year term commencing on the date of appointment;
  - 1.2 note my intention to reappoint Paul Mersi and Therese Singleton as members of the Financial Advice Code Committee for terms commencing on 1 November 2024 and expiring on 31 October 2027;
  - 1.3 note my intention to appoint Brian Watson as Vice Chair of the Joint Accreditation System of Australia and New Zealand for the remainder of his term;
  - 1.4 note my intention to appoint Pete Laurenson as a member of the New Zealand Standards Approval Board for a three-year term commencing on the date of appointment;
  - 1.5 note my intention to recommend that the Australian Minister appoints Dr Duncan de Geest as a member of the Trans-Tasman IP Attorneys Board for a term of three years commencing on the date of appointment; and
  - 1.6 note that these appointments are subject to the satisfactory completion of background checks.

Once the Minister has approved the draft Cabinet paper for lodgement for Cabinet or a Cabinet committee, this section should be updated to state 'Authorised for lodgement'.

Hon Andrew Bayly

Minister of Commerce and Consumer Affairs

**Annex Two: Organisation Forms and Candidate CV Forms**

---

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT

# APH Organisation Form

All sections must be completed.

## Organisation and Responsible Portfolio

**Accreditation Council**

***Commerce and Consumer Affairs***

### Brief Outline of the Functions and Responsibilities of the Organisation

The Accreditation Council is an autonomous Crown entity, formerly known as the Testing Laboratory Registration Council until the passing of the Standards and Accreditation Act 2015. Under the brand International Accreditation New Zealand (or IANZ), the Council develops and maintains internationally-recognised accreditation programmes for testing and calibration laboratories, radiology services, and inspection bodies. The Council owns the New Zealand Quality College, which provides training in a wide range of technical and quality subjects related to conformity assessment, and Telarc Limited, a certification body.

The Accreditation Council has between five and seven members appointed by the Minister. The Council receives no Parliamentary appropriation, operating a user-funded, not-for-profit business model.

### Current Membership

Name	Gender Identity*	Region	Ethnicities (and Iwi if applicable)	Date of original appointment	Expiry date of present term
Nicole Anderson (Chair)	F	Northland	s 9(2)(a)	01/06/2020	31/05/2026
Paul Connell (Deputy Chair)	M	Auckland		01/07/2014	31/05/2024
Catherine Abel-Pattinson	F	Auckland		01/06/2020	31/05/2026
Jane von Dadelszen	F	Wellington		01/06/2020	31/05/2026
Edie Te Hunapo Moke	F	Canterbury		01/06/2023	31/05/2026
Simone Eldridge	F	Auckland		01/06/2023	31/05/2026
Nico Van Loon	M	Wellington		01/06/2023	31/05/2026

Use further pages, if required, to provide the information requested

## Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (family name in upper case; include title if appropriate)	Sir Neville JORDAN KNZM CNZM
--	------------------------------

### The Position

<b>Organisation/Entity*</b>	The Accreditation Council
<b>Position *</b> (chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	\$17,808 per year

### How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Sir Neville has leadership skills and strong governance experience in the private and public sectors. He has a breadth of industry networks and a deep understanding of the importance of standards, including internationally. He has significant expertise in business, science and technology, and he founded the first New Zealand business to be listed on the NASDAQ stock exchange.
<b>Possible conflicts of interest*</b>	None
<b>Proposals for conflict management</b> (if applicable)	None

## The Candidate

<b>Name*</b> (family name in upper case; include title if appropriate)	Sir Neville JORDAN KNZM CNZM
<b>Address</b>	s 9(2)(a)
<b>Ethnicity(s)</b>	s 9(2)(a)
<b>Age range*</b>	s 9(2)(a)
<b>Gender*</b>	M
<b>Current or most recent Employment*</b> (specify position and employer, include years)	<ul style="list-style-type: none"> <li>• Founder/Executive chair, Endeavour Capital Ltd (1998 – present)</li> </ul>
<b>Government board appointments held*</b> (current and previous, include years)	<ul style="list-style-type: none"> <li>• Chancellor/Minister-appointed Council member, Victoria University of Wellington (2013 – 2017)</li> <li>• Member, Prime Minister’s Growth and Innovation Advisory Board (2002 – 2005)</li> <li>• Board member, Foundation for Research, Science and Technology (1999 – 2001)</li> <li>• Director, AgResearch Ltd (1993 – 1998)</li> </ul>
<b>Private and/or voluntary sector board appointments held*</b> (current and previous, include years)	<ul style="list-style-type: none"> <li>• Director, Centre for Climate Change Action Joint Venture Ltd (2023 – present)</li> <li>• Director, Casil Technologies Ltd (2023 – present)</li> </ul>
<b>Qualifications and experience</b> (include significant work history and community involvement)	<p><i>Qualifications</i></p> <ul style="list-style-type: none"> <li>• Doctor of Engineering (hon caus), University of Canterbury (2009)</li> <li>• Bachelor of Engineering in electrical engineering, University of Canterbury (1967)</li> </ul> <p><i>Significant work history</i></p> <ul style="list-style-type: none"> <li>• President, Royal Society of New Zealand (2006 – 2010)</li> <li>• Founder/CEO/director, MAS Technology Ltd (1975 – 1998)</li> </ul> <p><i>Awards and honours</i></p> <ul style="list-style-type: none"> <li>• Companion, Royal Society of New Zealand</li> <li>• Thomson Medal, Royal Society of New Zealand (2011)</li> <li>• Knight Companion of the New Zealand Order of Merit (2015)</li> <li>• Companion of the New Zealand Order of Merit (1999)</li> </ul>

Use further pages, if required.

**Date: 29/07/2024**

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.

# APH Organisation Form

All sections must be completed.

## Organisation and Responsible Portfolio

**Financial Advice Code Committee**

***Commerce and Consumer Affairs***

### Brief Outline of the Functions and Responsibilities of the Organisation

The Financial Advice Code Committee (the Code Committee) is established under the Financial Markets Conduct Act 2013 (the Act). The Code Committee is responsible for reviewing the Code of Professional Conduct for Financial Advice Services (the Code). The Code is a universal Code of Conduct for all advisers providing financial advice to retail clients.

The Committee's ongoing functions include:

- Reviewing the Code from time to time to make sure it remains relevant and fit-for-purpose.
- Recommending to the Minister changes to the Code if needed.
- Liaising with the Minister, the Financial Markets Authority, and financial advice and consumer stakeholders.

### Current Membership

Name	Gender Identity*	Region	Ethnicities (and Iwi if applicable)	Date of original appointment	Expiry date of present term
Angus Dale-Jones (Chair)	M	Auckland	s 9(2)(a)	1/08/2017	31/07/2026
Barbara Benson	F	Wellington		1/08/2017	31/10/2024
Graeme Edwards	M	Auckland		1/08/2017	31/07/2026
Paul Mersi	M	Wellington		1/08/2017	31/10/2024
Therese Singleton	F	Auckland		1/08/2017	31/10/2024
Erin Jurgeleit	F	Auckland		11/04/2022	10/04/2025
Karen Coutts	F	Wellington		11/04/2022	20/04/2025
Tony Dench	M	Auckland		14/08/2023	13/08/2026
Dr Pushpa Wood	F	Wellington		08/07/2024	07/07/2027
Duane Kale	M	Wellington		08/07/2024	07/07/2027

Use further pages, if required, to provide the information requested

## Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (Family name in upper case; include title if appropriate)	Paolo (Paul) MERISI
--	---------------------

### The Position

<b>Organisation/Entity*</b>	Financial Advice Code Committee
<b>Position *</b> (Chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	Determined by the Remuneration Authority

### How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Mr Mersi is a skilled and experienced financial services advisor and director. He has been a member of the Code Committee since its inception in March 2021, and prior to that was a member of the Committee's predecessor, the Financial Advice Code Working Group.
<b>Possible conflicts of interest*</b>	None
<b>Proposals for conflict management</b> (if applicable)	The Committee consistently manages actual, potential or perceived conflicts. A register is kept of declared interests and updated before each meeting. When required, members will absent themselves from discussion.



**The Candidate**

<b>Name*</b> (Family name in upper case; include title if appropriate)	Paolo (Paul) MERSI
<b>Address</b>	s 9(2)(a)
<b>Ethnicity(s)</b>	s 9(2)(a)
<b>Age range*</b>	s 9(2)(a)
<b>Gender*</b>	M
<b>Current or most recent Employment*</b> (Specify position and employer, include years)	<ul style="list-style-type: none"> <li>• Consultant/Director/Mentor (2011 – current)</li> </ul>
<b>Government board appointments held*</b> (Current and previous, include years)	<ul style="list-style-type: none"> <li>• Financial Advice Code Committee, Member (2017 – current)</li> <li>• Ministry of Health Risk &amp; Assurance Committee, Member (2018 – 2019)</li> <li>• Careers New Zealand, Independent Director, Finance &amp; Risk Committee (2016 – 2017)</li> </ul>
<b>Private and/or voluntary sector board appointments held*</b> (Current and previous, include years)	<ul style="list-style-type: none"> <li>• Chamber Music New Zealand Trust, Independent Trustee, Audit &amp; Risk Committee member (2021 – current)</li> <li>• MMC Group Holdings Ltd, Independent Non-Executive Director, Chair Risk &amp; Audit Committee (2020 – current)</li> <li>• Whai Rawa Fund Ltd, Independent Non-Executive Director (2015 – 2021)</li> <li>• The Work Shop Ltd (trading as RIPA Global), Advisory Board – Independent Chair (2019 – 2021)</li> <li>• Wellington Regional Economic Development Agency Ltd (WREDA) (including the predecessor, Grow Wellington Ltd), Independent Director (Chair 2011-2014), Risk &amp; Audit Committee Chair (2011 – 2016)</li> <li>• Brook Asset Management Ltd, Independent Director, Audit Committee member (2012 – 2015)</li> </ul>

RELEASED UNDER THE OFFICIAL INFORMATION ACT

<p><b>Qualifications and experience</b> (Include significant work history and community involvement)</p>	<p><i>Significant work history</i></p> <ul style="list-style-type: none"> <li>• PwC (PricewaterhouseCoopers, Partner/Senior Partner, Financial Services &amp; Tax (1988 – 2010)</li> </ul> <p><i>Qualifications</i></p> <ul style="list-style-type: none"> <li>• Advanced Management Programme, INSEAD Business School (2005)</li> <li>• Bachelor of Commerce &amp; Administration (Economics), Victoria University of Wellington (1980)</li> </ul> <p><i>Memberships</i></p> <ul style="list-style-type: none"> <li>• NZ Institute of Directors, Founder Chartered Member (2014 – 2017)</li> <li>• Institute of Chartered Accountants of NZ, non-member Partner (1994 – 2010)</li> <li>• International Fiscal Association, member (1994 – 2011)</li> <li>• NZ Association of Economists, member (1994 – 2011)</li> </ul>
--	---

Use further pages, if required.

**Date: 31/07/2024**

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.

RELEASED UNDER THE OFFICIAL INFORMATION ACT

## Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (Family name in upper case; include title if appropriate)	Therese SINGLETON
--	-------------------

### The Position

<b>Organisation/Entity*</b>	Financial Advice Code Committee
<b>Position *</b> (Chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	Determined by the Remuneration Authority

### How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Ms Singleton has over 25 years' experience in the financial services industry in Hong Kong, Europe and in New Zealand. Roles held include directorships of all of the AMP entities in NZ, CEO of Resolution Life NZ, Directorship of the FSC, COO of Ando Insurance. Deep understanding and experience of the financial services market, including the oversight of a large AMP tied Adviser force. I am very familiar with the advice industry in NZ.
<b>Possible conflicts of interest*</b>	Ms Singleton declared she is the COO of ANDO Insurance, and a conflict may arise as ANDO distributes products through Financial Advice Providers
<b>Proposals for conflict management</b> (if applicable)	Disclosed on the interests register for the Code Committee. Any areas for potential conflict will be discussed with the Chair of the committee and disclosed to the committee and managed appropriately

The Candidate

<b>Name*</b> (Family name in upper case; include title if appropriate)	Therese SINGLETON
<b>Address</b>	s 9(2)(a)
<b>Ethnicity(s)</b>	s 9(2)(a)
<b>Age range*</b>	s 9(2)(a)
<b>Gender*</b>	F
<b>Current or most recent Employment*</b> (Specify position and employer, include years)	<ul style="list-style-type: none"> <li>• Ando Insurance, Chief Operating Officer (2022 – present)</li> </ul>
<b>Government board appointments held*</b> (Current and previous, include years)	<ul style="list-style-type: none"> <li>• Financial Advice Code Committee, member (2017 – present)</li> </ul>
<b>Private and/or voluntary sector board appointments held*</b> (Current and previous, include years)	<ul style="list-style-type: none"> <li>• Advisory Board for the Congregation of the Sisters of Our Lady of the Missions NZ, member</li> <li>• Enterprise Ireland Advisory Board, member (2019 – present)</li> <li>• Financial Services Council Board, member</li> <li>• AMP NZ Board, member</li> <li>• Resolution Life NZ, director</li> </ul>
<b>Qualifications and experience</b> (Include significant work history and community involvement)	<p><b>Significant work history</b></p> <ul style="list-style-type: none"> <li>• Resolution Life NZ, CEO (2020 – 2022)</li> <li>• AMP NZ, General Manager (2003 – 2020)</li> </ul> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Bachelor of Civil Law, University College Dublin (1990)</li> <li>• Solicitor admitted in Ireland, England and Wales</li> <li>• Barrister and Solicitor of the High Court of NZ</li> </ul> <p><b>Memberships</b></p> <ul style="list-style-type: none"> <li>• NZ Law Society</li> <li>• NZ Institute of Directors</li> </ul>

Use further pages, if required.

Date: DD/MM/2024

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.

# APH Organisation Form

All sections must be completed.

## Organisation and Responsible Portfolio

**Joint Accreditation System of Australia and New Zealand**

***Commerce and Consumer Affairs***

## Brief Outline of the Functions and Responsibilities of the Organisation

JASANZ is a joint body established through a Treaty between New Zealand and Australia to accredit certification bodies in these jurisdictions. It accredits certification bodies and inspection bodies in Australia, New Zealand and other countries.

The JASANZ Governing Board has ten members. Three members (including one Government representative) are appointed by the New Zealand Minister of Commerce and Consumer Affairs. Six members (including one Government representative) are appointed by the Australian Minister for Innovation, Industry, Science and Research. The tenth member is the Chief Executive of JASANZ (*ex officio* member).

In accordance with Article 6 of the Treaty, a Chairperson and Vice Chairperson shall be appointed from among the appointed members of the Governing Board by a joint decision of the Australian Minister and the New Zealand Minister. The Chairperson and Vice Chairperson shall be appointed alternately from Australia and New Zealand. The Chairperson and Vice Chairperson shall be from different countries.

## Current Membership

Name	Gender Identity*	Region	Ethnicities (and lwi if applicable)	Date of original appointment	Expiry date of present term
<i>New Zealand Government appointments considered by the Cabinet Appointments and Honours Committee (APH)</i>					
Debra Hall (Vice Chair) <sup>1</sup>	F	Auckland	s 9(2)(a)	10/08/2020	10/09/2026
Brian Watson	M	Auckland		11/09/2023	10/09/2026
James Hartley ( <i>Government Representative</i> )	M	Wellington		01/07/2024	30/06/2027
<i>Australian Government appointments (not considered by APH)</i>					
Jeanette Roberts (Chair)	F	—	—	12/03/2024	11/03/2027
Suzanne Campbell	F	—	—	13/05/2024	17/05/2027
Mark Burgess	M	—	—	25/03/2024	24/03/2027

<sup>1</sup> Debra Hall's term as member expires on 10 September 2026. Her term as Vice Chair expires on 10 September 2024.

**IN CONFIDENCE**

Jacqueline Wilkins	F	—	—	23/05/2024	22/05/2027
Steve McCutcheon	M	—	—	11/06/2024	10/05/2027
Alison Drury ( <i>Government Representative</i> )	F	—	—	01/03/2021	N/A
<i>JASANZ Chief Executive (not considered by APH)</i>					
Alan Cook	M	Wellington	—	—	—

Use further pages, if required, to provide the information requested

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT

## Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (family name in upper case; include title if appropriate)	Brian WATSON
--	--------------

### The Position

<b>Organisation/Entity*</b>	Joint Accreditation System of Australia and New Zealand
<b>Position *</b> (chair/member etc.)	Vice Chair
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	\$760 daily fee

### How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	<p>Mr Watson is a company director and business leader, with 20 years' experience across leadership roles in large private and public sector organisations in New Zealand and internationally. His science and management qualifications together with more than 40 years of experience in the science sector (including the global Testing, Inspection and Certification (TIC) sector) give him an understanding of the benefits and needs of standardisation. He brings accreditation knowledge, governance capabilities, international experience and commercial acumen.</p> <p>Mr Watson is currently a director for Standards New Zealand, director of GlowKids, and the Chair of Te Whangai Trust. His previous roles include CEO of the certification body Bureau Veritas NZ, CEO of New Zealand Laboratory Services Ltd and Group Manager in the Laboratory Services Operations Executive of AsureQuality.</p>
<b>Possible conflicts of interest*</b>	Director of Standards New Zealand
<b>Proposals for conflict management</b> (if applicable)	If any conflicts arise, they are managed through the JAS-ANZ Board's conflict management processes, where members who have an interest in matters before JAS-ANZ do not participate in discussions where they may be conflicted.

## The Candidate

<b>Name*</b> (family name in upper case; include title if appropriate)	Brian WATSON
<b>Address</b>	s 9(2)(a)
<b>Ethnicity(s)</b>	s 9(2)(a)
<b>Age range*</b>	s 9(2)(a)
<b>Gender*</b>	M
<b>Current or most recent Employment*</b> (specify position and employer, include years)	<ul style="list-style-type: none"> <li>Board Chair, Te Whangai Trust (2021 – current)</li> </ul>
<b>Government board appointments held*</b> (current and previous, include years)	<ul style="list-style-type: none"> <li>Director, Standards New Zealand (01/02/2023 – current)</li> </ul>
<b>Private and/or voluntary sector board appointments held*</b> (current and previous, include years)	<ul style="list-style-type: none"> <li>Director, GlowKids (2021 – current)</li> <li>Director, Bureau Veritas – AsureQuality (BVAQ) Ltd (2016 – 2018)</li> <li>Director, Dairy Testing Services Ltd (2016 – 2018)</li> <li>Director, Global Proficiency Ltd (2013 – 2014)</li> <li>AsureQuality Singapore PTE LTD (2012 – 2017)</li> <li>Bureau Veritas (New Zealand) Ltd (2008 – 2012)</li> <li>New Zealand Laboratory Services Ltd (NZLABS) (2005 – 2008)</li> </ul>
<b>Qualifications and experience</b> (include significant work history and community involvement)	<p><i>Qualifications</i></p> <ul style="list-style-type: none"> <li>BSc (Chemistry and Geology) - University of Wollongong</li> <li>Diploma of Management (Mt Elisa Business School)</li> <li>Graduate of Australian Institute of Directors</li> </ul> <p><i>Memberships</i></p> <p>NZ Institute of Directors</p> <p><i>Work history</i></p> <ul style="list-style-type: none"> <li>Group Manager Laboratory Testing – AsureQuality (2012 – 2021)</li> <li>Chief Executive Bureau Veritas / New Zealand Laboratory Services Ltd (NZLABS) (2008 – 2012)</li> <li>General Manager - New Zealand Laboratory Services Ltd (NZLABS) (2005 – 2008)</li> </ul>

Use further pages, if required.

Date: 29/08/2024



# APH Organisation Form

All sections must be completed.

## Organisation and Responsible Portfolio

**New Zealand Standards Approval Board**  
***Commerce and Consumer Affairs***

## Brief Outline of the Functions and Responsibilities of the Organisation

The New Zealand Standards Approval Board was established by the Standards and Accreditation Act 2015. The Board is an independent statutory board and does not have a governance role.

The Board approves proposed New Zealand Standards and membership of standards development committees. The Board also advises the responsible Minister on the currency of New Zealand Standards, priority areas for the development of New Zealand Standards, and the review of existing New Zealand Standards.

## Current Membership

Name	Gender Identity*	Region	Ethnicities (and Iwi if applicable)	Date of original appointment	Expiry date of present term
Victoria MacLennan (Chair)	F	Wellington	s 9(2)(a)	01/02/2023	31/01/2026
Peter Gilbert	M	Wellington		01/03/2016	30/11/2024
Richard Merrifield	M	Tasman		05/12/2016	15/01/2024
Fiona van Petegem-Rowson	F	Canterbury		01/02/2023	31/01/2025
Susan Iverson	F	Wellington		01/02/2023	31/01/2026
Fa'asalele Malo	M	Wellington		01/02/2023	31/01/2026
Brian Watson	M	Auckland		01/02/2023	31/01/2026

Use further pages, if required, to provide the information requested

## Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (family name in upper case; include title if appropriate)	Peter (Pete) James Henry LAURENSON
--	------------------------------------

### The Position

<b>Organisation/Entity*</b>	New Zealand Standards Approval Board
<b>Position *</b> (chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	\$360 per day

### How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Pete Laurensen has deep experience in the building industry and its regulatory regime. He has significant knowledge of the development and implementation of standards in New Zealand and has advised standards bodies in the past.
<b>Possible conflicts of interest*</b>	None identified
<b>Proposals for conflict management</b> (if applicable)	The Board has procedures in place for identifying and approaching conflicts. If a conflict were to arise it would be noted and Mr Laurensen would not participate in related conversations.

The Candidate

<b>Name*</b> (family name in upper case; include title if appropriate)	Peter (Peter) James Henry LAURENSON
<b>Address</b>	s 9(2)(a)
<b>Ethnicity(s)</b>	s 9(2)(a)
<b>Age range*</b>	s 9(2)(a)
<b>Gender*</b>	M
<b>Current or most recent Employment*</b> (specify position and employer, include years)	<ul style="list-style-type: none"> <li>• General Manager, Scope Resources Ltd (2023 – present)</li> </ul>
<b>Government board appointments held*</b> (current and previous, include years)	<ul style="list-style-type: none"> <li>• Chair/Member, Building Consent Authority Professional Advisory Committee, International Accreditation New Zealand (2013 – 2023)</li> </ul>
<b>Private and/or voluntary sector board appointments held*</b> (current and previous, include years)	<ul style="list-style-type: none"> <li>• President/Board member, Building Officials Institute of New Zealand (2011 – 2024)</li> <li>• President, Queenstown Rotary Club (2013 – 2014)</li> <li>• Chair, Southern Building Controls Group (2007 – 2015)</li> <li>• President, Queenstown Chamber of Commerce (2005 – 2008)</li> </ul>
<b>Qualifications and experience</b> (include significant work history and community involvement)	<p><i>Qualifications</i></p> <ul style="list-style-type: none"> <li>• Bachelor of Commerce, University of Otago (1989)</li> <li>• Manager Project Assessment South, Auckland Council (2017 – 2023)</li> <li>• Manager Building System Controls, Ministry of Business, Innovation and Employment (2015 – 2017)</li> <li>• Manager Building Services, Queenstown Lakes District Council (2013 – 2015)</li> <li>• Acting Chief Executive Officer, Lakes Environmental Ltd (2013)</li> <li>• Manager Building, Lakes Environmental Ltd (2003 – 2013)</li> </ul>

Use further pages, if required.

Date: 25/07/2024

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.

# APH Organisation Form

All sections must be completed.

## Organisation and Responsible Portfolio

**Trans-Tasman IP Attorneys Board**

***Commerce and Consumer Affairs***

## Brief Outline of the Functions and Responsibilities of the Organisation

Australia and New Zealand have established a single trans-Tasman licensing regime for Australian and New Zealand patent attorneys. The Board is an Australian statutory body and administers the regulatory and disciplinary regimes for Australian and New Zealand patent attorneys as well as for Australian trade mark attorneys. The Board is established under section 227A of the Australian Patents Act 1990 and consists of up to ten members from Australia and New Zealand. All members are appointed by the responsible Australian Minister. The Board includes at least two representatives of New Zealand patent attorney profession who are nominated by the responsible New Zealand Minister. The position of Chair must rotate between a person from Australia and a person from New Zealand.

## Current Membership

Name	Gender Identity*	Region	Ethnicities (and Iwi if applicable)	Date of original appointment	Expiry date of present term
<i>New Zealand appointments considered by the Cabinet Appointments and Honours Committee (APH)</i>					
Kate Duckworth	F	Wellington	—	06/07/2018	05/07/2024
Lynell Tuffery Huria	F	Wellington	s 9(2)(a)	10/05/2023	09/05/2026
<i>Australian government appointments (not considered by APH)</i>					
Dr Karin Innes	F	Victoria	—	06/07/2018	05/07/2024
Viet-Chau Tran	F	New South Wales	—	06/07/2018	05/07/2024
Professor Andrew Christie (Chair)	M	Victoria	—	20/11/2022	20/11/2025
Michelle Goldsmith	F	Victoria	—	20/11/2022	20/11/2025
Dr Jason Coonan	M	Victoria	—	20/11/2022	20/11/2025

IN CONFIDENCE

Name	Gender Identity*	Region	Ethnicities (and lwi if applicable)	Date of original appointment	Expiry date of present term
<i>Ex officio members (not considered by APH)</i>					
Ross van der Schyff	M	Wellington	—	24/02/2017	N/A
Jennifer Hutchinson	M	Australian Capital Territory	—	5/05/2022	N/A

Use further pages, if required, to provide the information requested

RELEASED UNDER THE OFFICIAL INFORMATION ACT

## Candidate CV Form

Sections with \* must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

<b>Name*</b> (family name in upper case; include title if appropriate)	Dr Duncan John DE GEEST
--	-------------------------

### The Position

<b>Organisation/Entity*</b>	Trans-Tasman IP Attorneys Board
<b>Position *</b> (chair/member etc.)	Member
<b>Term*</b>	Three years
<b>Payment*</b> (per day /per year)	Determined by the Australian Government

### How the Candidate Meets the Needs of the Position

<b>Skills and attributes the candidate will bring to the position*</b> (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	Duncan de Geest is a barrister and solicitor of the High Court of New Zealand and a registered Trans-Tasman patent attorney. He has experience advising clients seeking patent protection in fields such as nanotechnology, materials science, medical devices, small-molecule pharmaceuticals, and process technology.
<b>Possible conflicts of interest*</b>	None
<b>Proposals for conflict management</b> (if applicable)	N/A

The Candidate

<b>Name*</b> (family name in upper case; include title if appropriate)	Dr Duncan John DE GEEST
<b>Address</b>	s 9(2)(a)
<b>Ethnicity(s)</b>	s 9(2)(a)
<b>Age range*</b>	s 9(2)(a)
<b>Gender*</b>	M
<b>Current or most recent Employment*</b> (specify position and employer, include years)	<ul style="list-style-type: none"> <li>Principal, AJ Park (2018–present)</li> </ul>
<b>Government board appointments held*</b> (current and previous, include years)	None
<b>Private and/or voluntary sector board appointments held*</b> (current and previous, include years)	<ul style="list-style-type: none"> <li>Member, Patents Technical Focus Group, Intellectual Property Office of New Zealand (2013 – present)</li> <li>Council member, New Zealand Intellectual Property Attorneys (2017 – present)</li> </ul>
<b>Qualifications and experience</b> (include significant work history and community involvement)	<p><i>Qualifications</i></p> <ul style="list-style-type: none"> <li>Bachelor of Laws, Victoria University of Wellington (2009)</li> <li>Doctor of Philosophy, University of Canterbury (1998)</li> <li>Bachelor of Science with Honours, University of Canterbury (1992)</li> </ul> <p><i>Significant work history</i></p> <ul style="list-style-type: none"> <li>Senior Associate/Associate/Patent Attorney/Patent Executive, AJ Park (2001 – 2018)</li> <li>Associate Investigator, University of Otago (2000)</li> </ul>

Use further pages, if required.

Date: 26/07/2024

Ethnicity, age and gender information is collected for statistical collation by Te Kawa Mataaho - Public Service Commission, Ministry for Women, and the Ministry for Ethnic Communities.

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT



## Appointments – APH 27 August 2024

---

### Summary

Body	Candidate	Appointed by	Term
Accreditation Council	Sir Neville Jordan	You	Three years
New Zealand Standards Approval Board	Pete Laurenson	You	Three years
Financial Advice Code Committee	Therese Singleton, Paul Mersi	You	Three years
Joint Accreditation System of Australia and New Zealand	Brian Watson (Vice Chair)	Joint appointment by you and the Australian Minister	Two years
Trans-Tasman IP Attorneys Board	Dr Duncan de Geest	Australian Minister	Three years

### Accreditation Council

- Autonomous Crown entity under Standards and Accreditation Act 2015
- Responsible for independent accreditation through trading arm International Accreditation New Zealand (IANZ)

#### *Sir Neville Jordan KNZM CNZM*

- Private and public sector governance and executive experience
- Broad industry networks and a deep understanding of the importance of standards
- Significant expertise in business, science and technology

### Financial Advice Code Committee

- Established under the Financial Markets Conduct Act 2013
- Advisory committee on the Code of Professional Conduct for Financial Advice Services

#### *Therese Singleton*

- Extensive senior experience in the insurance sector and working with financial advice provider organisations
- Provides insight on legal matters

#### *Paul Mersi*

- Significant experience in the financial services sector and working with consumers
- Provides critical thinking within focusing the Committee's attention

### Joint Accreditation System of Australia and New Zealand

- Established in 1991 and operates under a binding international treaty
- Accredits certification and inspects bodies in Australia, New Zealand and other countries

#### *Brian Watson*

- Governance experience, knowledge of standards and conformance, financial acumen, a strategic focus and an entrepreneurial mindset

### New Zealand Standards Approval Board

- Established under Standards and Accreditation Act 2015
- Approves standards and membership of standards development committees

*Pete Laurenson*

- Experience in the building industry and its regulatory regime.
- Significant knowledge of the development and implementation of standards

**Trans-Tasman IP Attorneys Board**

- Established under Patents Act 1990 (Australia)
- Regulates patent attorney profession in Australia and New Zealand

*Dr Duncan de Geest*

- Barrister and solicitor of the High Court and a registered trans-Tasman patent attorney
- Experience in patent protection of chemical innovations

**Gender balance**

Body	Current gender balance	With proposed appointments
Accreditation Council	2 men, 5 women	2 men, 5 women
Financial Advice Code Committee	5 men, 4 women	5 men, 4 women
Joint Accreditation System of Australia and New Zealand	1 man, 1 woman (NZ representatives)	1 man, 1 woman (NZ representatives)
New Zealand Standards Approval Board	3 women, 4 men	3 women, 4 men
Trans-Tasman IP Attorneys Board	2 women (NZ representatives)	1 woman, 1 man (NZ representatives)

**Annex Four: Letter to the Attorney-General**

---

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT

# Hon Andrew Bayly

Minister of Commerce and Consumer Affairs  
Minister for Small Business and Manufacturing  
Minister of Statistics



Hon Judith Collins KC  
Attorney-General  
Parliament Buildings  
Wellington 6011

[j.collins@ministers.govt.nz](mailto:j.collins@ministers.govt.nz)

Dear Judith

## **Recommending appointment to the Trans-Tasman IP Attorneys Board**

I am writing to seek your views on my intention to recommend to the Australian Minister for Industry and Science that he appoint Dr Duncan de Geest to the Trans-Tasman IP Attorneys Board (the Board). As Dr de Geest is a barrister and solicitor of the High Court, I consider it prudent for me to consult you on the proposed appointment as a matter of courtesy.

### **About the Board**

Within the trans-Tasman licensing regime for Australian and New Zealand patent attorneys, the Board is an independent Australian statutory body whose responsibilities include accrediting courses of study, reviewing the trans-Tasman code of conduct for patent attorneys and investigating and prosecuting complaints against patent attorneys.

Under the Patents Act 1990 (Australia), the Australian Minister appoints at least two New Zealand representatives of the patent attorney profession to the Board on my nomination.

### **About the candidate**

Dr de Geest is a principal patent attorney at AJ Clark with over 23 years of experience in patents focused on chemical innovations. He is also the Practice Group Leader for AJ Park's Patent (Chembio) practice and a member of the firm's executive leadership team. He holds a Bachelor of Laws and a PhD in Chemistry. He is a barrister and solicitor of the High Court and is a registered patent attorney in Australia and New Zealand. Dr de Geest is on the council of the New Zealand Intellectual Property Attorneys (NZIPA) and a member of the Intellectual Property Office of New Zealand (IPONZ) Patents Technical Focus Group.

I welcome any feedback that you may have on the proposed appointment. I intend to submit a paper for consideration by the Cabinet Appointments and Honours Committee on 27 August 2024, and I would appreciate your response by 20 August 2024.

Yours sincerely

Hon Andrew Bayly  
**Minister of Commerce and Consumer Affairs**

encl Curriculum vitae for Dr Duncan de Geest

s 9(2)(a)

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT

§ 9(2)(a)

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT