

Memorandum

To: Catherine Nesus, Acting Manager, Policy and Monitoring, Greater Christchurch Group

From: Reece Bassett, Graduate Advisor, Strategic Policy, Policy and Monitoring, Greater Christchurch Group

CC: Pratima Namasivayam, Team Leader, Strategic Policy, Policy and Monitoring, Greater Christchurch Group

Date: 29/04/2016

Subject: *Appointment to the Independent Working Group to Investigate the Reinstatement of the ChristChurch Cathedral*

Purpose

1. This memo advises you that:
 - a. appointments to the Independent Working Group to Investigate the Reinstatement of the ChristChurch Cathedral (Working Group) have to be considered by the Cabinet Appointments and Honours Committee (APH);
 - b. the Cabinet Fees Framework (Framework) Levels for “Group 4” bodies apply to the Working Group;
 - c. the fees required to secure services of candidates suitable for the Working Group are likely to be within those provided in the Cabinet Fees Framework (maximum daily fees of \$1062 for the chair and \$800 for members); and
 - d. if the Minister is seeking to formally appoint candidates in:
 - i. mid-May, then candidates and remuneration discussions must be finalised by Thursday 5 May 2016.
 - ii. late May, then candidates and remuneration discussions must be finalised by Thursday 12 May 2016.

Background

2. The Greater Christchurch Group (GCG) is in the process of formally engaging Geoff Dangerfield to assist in establishing the Working Group. It is anticipated that this engagement will be undertaken via a contractual agreement between GCG and Mr

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Dangerfield - a process separate from any future Ministerial appointments to the Working Group via APH.

Terms of Reference

3. On 21 March 2016, a draft Terms of Reference (ToR) was completed. This paper assumes that the draft TOR will need formal approval from the Minister before it is finalised.
4. The draft ToR states that the purpose of the Working Group is to:
 - a. identify options to progress the reinstatement of the ChristChurch Cathedral; and
 - b. provide advice to the Minister supporting Greater Christchurch Regeneration (Minister) and the Church Property Trustees (CPT) on arrangements to achieve the successful delivery of any Christchurch Cathedral reinstatement outcome.
5. The Chair and members of the Working Group are to be appointed by the Minister with advice from the Chair of CPT with CPT recommending up to two nominations. The Crown is to meet the costs of the Working Group, the secretariat and any technical advice needed.
6. The Working Group is to report to the Minister and the Chair of CPT on a range of matters set out in the draft ToR (and for brevity is not repeated here). It will operate for a period not exceeding five months and will provide its final report to the Minister by 24 August 2016.

Comment*Appointment process*

7. All appointments to the Working Group will have to go through the APH appointment process. The Cabinet Manual (para 5.12(l)) requires all but the most minor public appointments be submitted to Cabinet for consideration. Given that the Working Group is to provide advice to the Minister on a complex, regionally significant issue with widespread public interest, these appointments cannot be considered minor public appointments.

Working Group fees

8. The Working Group will operate as an advisory committee to the Minister and therefore it can be classified as a Group 4, Level 1 body - the highest classification available under the Group (details are set out in **Attachment A**). This is because the Chair and members to the Working Group must be able to :
 - a. **demonstrate deep and broad knowledge** in specific areas but also act as leaders. For example, not only will the Working Group be responsible for technical advice on preferred scoped, structure, financial and governance arrangements, its members will need to exhibit leadership in coordinating these different areas.
 - b. **provide expert counsel and advice directly to the Minister** and Church Property Trustees. Given the task of the Working Group is to investigate options to progress reinstatement of the Cathedral and confirm an agreed way forward, it must be

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proactive in identifying emerging issues and be able to inform the Crown's agenda on this matter.

- c. **resolve complex issues.** Progress on the ChristChurch Cathedral has been stalled for five years. Resolving the issues involved will require innovative and pathfinding solutions.
 - d. **cope with widespread public interest** in the outcomes that is expected. It is anticipated that issues it considers may elicit strong and divisive public opinion and there is a risk to personal reputation of Working Group members.
9. The classification would entitle Working Group members to a daily fee in the range of \$375 - \$800, and the Chairperson to a daily fee in the range of \$500 - \$1,062. The fees required to secure services of candidates suitable for the Working Group are likely to be \$1000 for the Chair and \$800 for members. Therefore, these figures are within the bounds of the ranges for Group 4, Level 1 bodies under the Framework.
 10. There is an option to set fees outside the framework. For example, this was done in the case of the Advisory Board on Transition to Long-term Recovery Arrangements (members paid daily fees of \$1000 and chair paid a flat fee of \$120,000). To do this, the Minister supporting Greater Christchurch Regeneration must consult with the Minister for State Services and if required, seek APH and Cabinet consideration. We do not recommend this option given the scope of the Advisory Board's work and its membership is much different to the Working Group.

Next Steps

11. The Working Group has only a short period of time to produce its final report to the Minister by 24 August 2016. As such we recommend that APH consider appointments as soon as possible. Options are set out below

| Milestone | Recommended Option | | |
|---|---|---|--|
| | Option A Appointment <u>mid-May</u> (Direct to Cabinet) | Option B Appointment <u>late May</u> (APH Power to Act) | Option C Appointment <u>End May</u> |
| Proposed nominees confirmed | By Monday 9 May | By Thursday 12 May | By Thursday 12 May |
| Complete Conflict of Interest assessment and remuneration discussions | By Tuesday 10 May | By Monday 16 May | By Monday 16 May |
| Lodge Cabinet paper | By Thursday 12 May | By Thursday 19 May | By Thursday 19 May |
| APH | X | Tuesday 24 May | Tuesday 24 May |
| Cabinet | Monday 16 May | X | Monday 30 May |
| Formal appointments & public announcements | Monday 16 May | Tuesday 24 May | Monday 30 May |

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12. We recommend Option B because:

- a. While Option A will enable the appointment to be made as soon as possible, there will be little time for available for the Minister to make decisions on nominees and extremely tight timeframes for the proposed nominees to consider and declare conflicts of interest. This option is workable only if CVs and conflict of interest of discussions are finalised before the Minister returns to the country on 6 May 2016.
- b. While Option C allows for more time collecting CVs, assessing conflict of interest and following normal APH appointment processes, this option will delay the establishment of the Working Group for a further which may be significant considering the tight timeframe available for the Working Group to produce its report.

Recommendations

13. **Provide** feedback on the contents of this paper

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ATTACHMENT A

Cabinet Fees Framework Levels for Group 4

1. The appropriate level is set by scoring the working group against factors set out below and adding up the total score.
2. Levels for Group 4 are as follows:

| Total score | Level | Fees range - Chair | Fees range - members |
|-------------|-------|--------------------|----------------------|
| 24 - 28 | 1 | \$500 - \$1,062 | \$375 - \$800 |
| 20 - 23 | 2 | \$360 - \$818 | \$270 - \$518 |
| 15 - 19 | 3 | \$260 - \$530 | \$190 - \$364 |
| 10 - 14 | 4 | \$230 - \$336 | \$175 - \$252 |
| 9 or less | 5 | \$190 - \$245 | \$140 - \$190 |

3. Factors that are considered when determining the appropriate level are as follows:
 - a. skills, knowledge and experience required for members;
 - b. function, level and scope of authority;
 - c. complexity of issues; and
 - d. public interest and profile.
4. The scores for each factor are set out in the table below.
5. An estimation of what score the Working Group would receive for each factor is highlighted in the table below.

| Topic | Definition | Score |
|---|--|-------|
| <i>Skills, knowledge and experience</i> | Pre-eminent Outstanding and authoritative knowledge, recognised nationally and internationally for expertise in a particular field. | 12 |
| | Distinguished Deep and broad knowledge in a specific area or as a leader. Widely respected as a subject matter expert or authority in their field. | 10 |
| | Substantive Substantial range of knowledge and experience in a field or professional discipline sometimes associated with senior level functional or technical leadership, executive management or governance roles. May include widely respected people with broad community support. | 8 |
| | Technical | 6 |

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| | | |
|---|---|---|
| | A number of years experience in a technical, professional field or in a leadership role is a pre-requisite. | |
| | Specialised experience No specific experience is required but members would have broad general knowledge and may represent a body of opinion. | 4 |
| <i>Function, level and scope of authority</i> | Sets policy or work programme for a major area of economic activity or policy area of importance to the Government's strategic priorities. | 6 |
| | Sets policy or work programme and/or exercises regulatory/disciplinary powers at an industry level. | 5 |
| | Provides expert counsel and advice direct to Ministers, Government Department CEO's and/or multi-agency task forces on technical or major policy issues, where issues are of strategic importance. At this level the body would be expected to be proactive in identifying emerging issues and contributing to policy direction and to inform the Government's agenda | 4 |
| | Exercises regulatory/disciplinary powers at the individual/professional level. This will include the power to impose fines and suspend or prohibit professional practice by the individual. (NB: This would include an individual corporate member.) | 3 |
| | Provides a broad range of advice on technical and/or policy issues (multi outputs) to a Department/CEO where issues affect Government policy | 2 |
| | Provides ad hoc advice to a Department/Minister on minor matters. Generally a limited focus at a single output level. | 1 |
| <i>Complexity of issues</i> | Innovative The development of new concepts is required to find innovative and pathfinding solutions. There will be little or no external guidance (NZ or internationally) to aid resolution of these issues. | 5 |
| | Constructive The development of new policy or advice is required where the issues are complex, multi-dimensional and involve substantial research, consideration of possible alternatives and their consequences. The body may | 4 |

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| | | |
|------------------------------------|---|-----------|
| | commission research or utilise the findings to inform their policy development or advice. | |
| | Evaluative Issues will include circumstances, facts and concepts different to those that have been experienced in the past. Analytical thinking and evaluative judgement will be required to identify realistic alternatives and apply/recommend a solution. | 3 |
| | Judgement Solutions will be found from application of professional or personal judgement and generally guided by previous decisions. Circumstances may be different from those previously experienced but there will be a sufficient frame of reference to make a considered decision/recommendation. | 2 |
| | Operational Issues to be resolved are generally within existing policy and prior decisions. Decisions can generally be made quickly and with reasonable certainty. | 1 |
| <i>Public interest and profile</i> | Widespread public interest in outcomes would be expected. Member/s will attract strong media interest. Potential risk to personal and/or the body's reputation is high. | 5 |
| | Strong public and stakeholder interest and importance would be associated with these issues. Media interest would also be expected, but potential risk to personal or the body's reputation is unlikely. | 4 |
| | Moderate but widespread public interest is likely. Reputational risk is minimal. | 3 |
| | Public interest is likely to be limited, but the issues would be of interest to other members of the particular profession or sector. | 2 |
| | There is likely to be little or no wider public interest in the decisions. | 1 |
| <i>Total</i> | | 24 |



DEPARTMENT of the
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Te Tari o te Pirimia me Te Komiti Matua

To: **Minister supporting Greater
Christchurch Regeneration**

In Confidence

WORKING GROUP TO INVESTIGATE THE REINSTATEMENT OF THE CHRISTCHURCH CATHEDRAL: APPOINTMENTS

| | | | |
|-----------|--------------|----------------|--------|
| Date | 6 May 2016 | Priority | Urgent |
| Report No | GCG 040-2016 | File Reference | |

| | Action Sought | Deadline |
|--|--|------------|
| Hon Gerry Brownlee <i>Minister supporting Greater Christchurch Regeneration</i> | <p>Provide feedback on the updated draft Terms of Reference for the Working Group (Attachment A).</p> <p>Agree to take a paper appointing members of the Working Group to the Cabinet Appointment and Honours Committee on 24 May and Cabinet on 30 May 2016.</p> | 9 May 2016 |

Contact for Telephone Discussion (if required)

| Name | Position | Telephone | 1st Contact |
|---------------|---------------------------------------|-----------|-------------------------------------|
| Kelvan Smith | Director, Greater Christchurch Group | s9(2)(a) | <input checked="" type="checkbox"/> |
| Cath Nesus | Acting Manager, Policy and Monitoring | | |
| Reece Bassett | Graduate Advisor, Strategic Policy | | |

Minister's office comments

| | |
|--|-------------------------------------|
| <input type="checkbox"/> Noted <input type="checkbox"/> Seen <input type="checkbox"/> Approved <input type="checkbox"/> Needs change <input type="checkbox"/> Withdrawn <input type="checkbox"/> Not seen by Minister <input type="checkbox"/> Overtaken by events <input type="checkbox"/> Referred to | Comments |
|--|-------------------------------------|

WORKING GROUP TO INVESTIGATE THE REINSTATEMENT OF THE CHRISTCHURCH CATHEDRAL: APPOINTMENTS

Purpose

- 1 This briefing:
 - a. seeks your feedback on the attached updated version of the draft Terms of Reference for an Independent Working Group to Investigate the Reinstatement of the ChristChurch Cathedral (Working Group) (**Attachment A**);
 - b. provides you with preliminary advice on the appointment of members to the Working Group; and
 - c. seeks your agreement to take a paper appointing members of the Working Group to the Cabinet Appointment and Honours Committee on 24 May 2016 and Cabinet on 30 May 2016.

Background

- 2 On 23 December 2015, the Dean Report on Engineering Options for Repair, Restoration or Replacement of ChristChurch Cathedral was released. A working group is being proposed to investigate options to progress reinstatement and confirm a way forward.

Terms of Reference

- 3 On 21 March 2016, a draft Terms of Reference for the Working Group was developed that provides the following:
 - a. **Purpose:**
 - i. identify options to progress the reinstatement of the ChristChurch Cathedral; and
 - ii. provide advice to you and the Chair of the Church Property Trustees on arrangements to achieve the successful delivery of any ChristChurch Cathedral reinstatement outcome.
 - b. **Appointment:** the Chair and members are to be appointed by you with advice from the Chair of Church Property Trustees, with the Church Property Trustees recommending up to two nominations.
 - c. **Membership:** the Chair and members will collectively have relevant leadership skills, knowledge and experience, including:
 - i. understanding of leading and directing a complex public facing construction project, including development dynamics, supply chain constraints, and development feasibility;
 - ii. demonstrated understanding of the interface between public sector (or civic) investment and social and community good / philanthropic investment and large heritage projects; and

- iii. credibility with a variety of government, Church, community and private sector stakeholders. An understanding of the local post earthquake Christchurch recovery environment and or large philanthropic heritage projects.

Comment / Discussion

Draft Terms of Reference

- 4 An updated Terms of Reference has been attached for consideration (**Attachment A**). The following minor and technical changes have been made:

a. **Adjusting dates to align with new timeframes.**

The Working Group:

- i. will operate for a period not exceeding **seven months**.
 - ii. will operate from **30 May 2016** (currently the anticipated date of formal appointment) to **7 December 2016**. This will ensure that they operate for period not exceeding seven months.
 - iii. report back to Minister and Church Property Trustees on a way forward by **28 November 2016**.
 - iv. will provide a final report to the Minister by **7 December 2016**.
- b. **Adding the Chair of the Church Property Trustees as a recipient of the final report** because:
- i. "Scope of Work" section states that the Working Group will report through the Chair of the Working Group to the Minister and the Chair of Church Property Trustees.
 - ii. "Background" section states the Working Group will report back to Ministers and Church Property Trustees on a way forward by 15 August 2016.
 - iii. "Purpose" section states the purpose of the Working Group is to provide advice to the Minister and the Church Property Trustees.
- c. **Miscellaneous changes:**
- i. Given that new portfolio responsibilities have been assigned, your title has been updated.

Potential members of the Working Group

- 5 Officials are in the process of identifying suitable members for the Working Group that have the ability to effectively contribute to the delivery of the Terms of Reference. The following have been identified at this stage as having the relevant leadership skills, knowledge and experience identified in paragraph 3(c) above:

- a. **Geoff Dangerfield** (chair): Former Chief Executive of New Zealand Transport Agency and Ministry of Economic Development. Former Deputy Secretary to the Treasury in charge of Asset and Liability Management.
- b. **Steve Wakefield**: Partner at Deloitte. Former General Manager, Economic Recovery at Canterbury Earthquake Recovery Authority. Chair of Greater Christchurch Schools Network Trust Deputy Chairman of Canterbury District Health Board; Board member of CropLogic Limited, Church Property Trustees, YHA NZ, and Court Theatre Trust.
- 6 The Church Property Trustees are yet to finalise their nominees. We are also urgently seeking nominations from central government agencies in line with State Services Commission's *Board Appointments and Induction Guidelines* process and we will provide you with a final list of potential appointees next week.
- 7 Geoff Dangerfield has been conducting preliminary work on the potential makeup of the Working Group. He has suggested the inclusion of a nominee from the Great Christchurch Buildings Trust and another Crown Nominee.

Remuneration

- 8 The Working Group will operate as an advisory committee to you. Due to the knowledge and standing required by members, the complex nature of its work and the widespread public interest in the outcomes that is expected it can be classified as a Group 4, Level 1 body in the Cabinet Fees Framework - the highest classification available under the Group. The classification would entitle Working Group members to a daily fee in the range of \$375 - \$800, and the Chairperson to a daily fee in the range of \$500 - \$1,062.
- 9 The daily fees required to secure services of candidates suitable for the Working Group are likely to be \$1000 for the Chair and \$800 for members. These figures are within the bounds of the ranges for Group 4, Level 1 bodies under the Cabinet Fees Framework [CO (12) 6 refers].
- 10 As you aware, there is an option to set fees outside the framework (as was done in the case of the Advisory Board on Transition to Long-term Recovery Arrangements). To do this, the Minister of State Services' support is required, and you may be required to seek Cabinet Appointments and Honours Committee and Cabinet consideration. At this early stage, we do not consider this option is necessary given that the scope of the Working Group and its membership differs significantly to the Advisory Board. Once final membership is identified, we will come back to you with further advice on this next week.

Appointment process and timeline

- 11 To ensure that the Working Group is appointed soon as possible, we recommend that the draft Cabinet paper on membership and remuneration is considered by the Cabinet Appointments and Honours Committee on 24 May and Cabinet on 30 May 2016. This will ensure that you can make formal appointments shortly after. Details are set out below:

| Actions | Timeframe |
|---|-------------------------------|
| <ul style="list-style-type: none"> • Two nominations received from Church Property Trustees • Proposed appointees confirmed | Monday 9 May –Thursday 12 May |

| | |
|--|------------------------|
| <ul style="list-style-type: none"> Conflict of Interest assessment and remuneration discussions completed | |
| Briefing with draft Cabinet paper for your consideration | Friday 13 May |
| Cabinet paper Lodged | Thursday 19 May |
| Cabinet Appointments and Honours Committee considers the paper | Tuesday 24 May |
| Cabinet considers the paper | Monday 30 May |
| Formal appointments and public announcements | Monday 30 May |

Secretariat

- 12 The Greater Christchurch Group will provide secretariat service in support of the Working Group.

Next Steps

- 13 Subject to your approval, we will advise you on final membership and remuneration for the Working Group by Friday 13 May 2016.

Financial Implications

- 14 The Working Group's remuneration costs will be met within Greater Christchurch Group's baselines.

Recommendations

15 It is recommended you:

- 1 **Provide** feedback on the updated draft Terms of Reference for the Working Group (**Attachment A**). YES / NO
- 2 **Note** two suitable candidates have been identified at this stage and officials will provide a complete list of appointees and final remuneration to you by Friday 13 May 2016.
- 3 **Agree** to take a paper appointing members of the Working Group to the Cabinet Appointment and Honours Committee on 24 May and Cabinet on 30 May 2016. YES / NO

Kelvan Smith
Director, Greater Christchurch Group

| NOTED / APPROVED / NOT APPROVED |
|--|
| <p style="text-align: center;">Hon Gerry Brownlee Minister supporting Greater Christchurch Regeneration</p> |
| <p>Date: / / 2016</p> |

Attachment A DRAFT TERMS OF REFERENCE FOR AN INDEPENDENT WORKING GROUP TO INVESTIGATE THE REINSTATEMENT OF THE CHRISTCHURCH CATHEDRAL

Attachment A

DRAFT TERMS OF REFERENCE FOR AN INDEPENDENT WORKING GROUP TO INVESTIGATE THE REINSTATEMENT OF THE CHRISTCHURCH CATHEDRAL

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DRAFT Terms of Reference for an Independent Working Group to investigate the Reinstatement of the ChristChurch Cathedral

Purpose

The purpose of the Independent Working Group is:

- To identify feasible, achievable and fully costed options to progress the reinstatement of the ChristChurch Cathedral; and
- To provide advice to the Minister supporting Greater Christchurch Regeneration (*the Minister*) and the Church Property Trustees (CPT) on the best structural, financial, and governance arrangements to achieve the successful delivery of any ChristChurch Cathedral reinstatement outcome; this is to include the use of an anticipated construction alliance (similar to the Stronger Christchurch Infrastructure Rebuild Team model) to provide methods, timelines and costs for a preferred option.

Background

- CPT is the owner of the land and buildings at 100 Cathedral Square which were formerly used by the Anglican Diocese of Christchurch as its Cathedral (*Cathedral Building*). The property is and will remain in the ownership of CPT.
- Acknowledging the significance of the building as both a landmark, and a building of significant heritage and architectural value - the Cathedral Building is registered as a category one site by the New Zealand Historic Places Trust.
- The Cathedral Building was damaged in the earthquake of 4 September, badly damaged in the earthquakes of 22 February 2011 and 13 June 2011 and then became further damaged in the earthquake of 23 December 2011.
- In October 2011 the Canterbury Earthquake Recovery Authority issued a notice under section 38 of the Canterbury Earthquake Recovery Act 2011 requiring the Cathedral Building to be deconstructed. As a result of this the tower of the Cathedral Building was immediately deconstructed.
- After obtaining advice in March 2012 CPT as owners sought to deconstruct the Cathedral Building in accordance with the section 38 notice.
- Since that decision, there has been protracted litigation between the two parties, CPT and the Greater Christchurch Buildings Trust, which has significantly delayed a decision on the future of the Cathedral Building.
- The Government and the wider community has been concerned that the lack of progress on the Cathedral Building is impairing the overall city rebuild and recovery.
- As a result, the Government, with the agreement of both parties, undertook a facilitated process to achieve as a first step consensus between parties on the status of the Cathedral Building.
- As a result of those discussions a report was produced by Miriam Dean QC¹ (Dean report) and publicly released on 23 December, 2015 in which the report identified that:
 - the Cathedral Building could be reinstated to 100% of the new building code;

¹ Report on Facilitated Discussions with Engineers For Church property Trustees and the Greater Christchurch Buildings Trust on Engineering Options For Repair, Restoration or Replacement of ChristChurch Cathedral, dated November 2015

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- the 2015 projected cost of the project could be approximately \$105,000,000.00 plus GST if undertaken over a seven and a half year timeframe.
- At the time of that announcement, given the challenges associated with reinstatement of the Cathedral Building, it was also agreed that, a Working Group would be formed to investigate options to progress reinstatement and confirm an agreed way forward.
- CPT have confirmed their particular concerns about issues relating to safety, cost, functionality, whole of life cost and engineering – these will need to be addressed as a part of the Working Group process.
- Following further discussions with CPT, it has been agreed that a Working Group would be an independent body, with a Crown appointed secretariat reporting back to both Ministers and Church Property Trustees on a way forward by 15 August 2016.
- Acknowledging the complexity of this issue, the Working Group will be supported by the Crown through a secretariat hosted by the Department of the Prime Minister and Cabinet.

Scope of Work

- Report through the Chair of the Working Group to the Minister and CPT on the following:
 - Confirming recommended options to achieve reinstatement of the Cathedral Building;
 - Providing a recommended project approach and programme of work to support the options;
 - The preferred scope, structure, financial and governance arrangements, and exit strategy for any such preferred/recommended option including entity or entities [to successfully deliver of the potential programme of work defined by the Working Group];
 - Investigate the use of an anticipated construction alliance (similar to the Stronger Christchurch Infrastructure Rebuild Team model) to provide advice on methods, timelines and costs for any reinstatement option;
 - Identifying and confirming funding arrangements, underwriting and fund raising possibilities to support a way forward;
 - Seeking all reasonable further technical support, stakeholder advice and information as required to meet the Working Group purpose; and
 - Any other matters the Working Group deems necessary to identify a way forward with the reinstatement of the Cathedral Building.

Working Group Membership

The members of the Working Group will be appointed at the discretion of the Minister, with advice from the Chair of the CPT.

The Chair will be appointed by the Minister. Church Property Trustees may recommend up to two nominations for the Working Group.

The Working Group will collectively have the relevant leadership skills, knowledge and experience, including:

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- Understanding of leading and directing a complex public facing construction project, including and development dynamics, supply chain constraints, and development feasibility.
- Demonstrated understanding of the interface between public sector (or civic) investment and social and community good / philanthropic investment and large heritage projects.
- Credibility with a variety of government, Church, community and private sector stakeholders. An understanding of the local post earthquake Christchurch recovery environment and or large philanthropic heritage projects.

Commencement and end date

The Working Group will operate for a period not to exceed seven months to complete its task. It will commence on 30 May 2016 and cease on 7 December 2016.

Meeting Frequency

The Working Group is to meet as required.

Deliverables

The Working Group will be reporting back to both Ministers and CPT on a way forward by 28 November 2016 and it will provide a final report to the Minister and CPT by 7 December 2016.

Procedures

The Working Group will have a dedicated secretariat. The secretariat will be managed by the Department of the Prime Minister and Cabinet.

Agendas will be developed by the secretariat in liaison with the Chair.

The Working Group will be chaired by the Chair. For circumstances where the Chair is not able to attend meetings, the Deputy Chair will normally act as Chair for that meeting; or any member of the Working Group by agreement with the Chair.

The Working Group will work towards providing collective advice, however consensus is not required. Divergent views will be noted.

Conflicts of interest will be declared prior to all meetings and managed accordingly.

The Working Group will hold in confidence, and treat as confidential, all information provided to it. This includes matters tabled or discussed at the Working Group meetings, as well as any additional issues that are raised outside meetings. Members must be clear about what matters are permitted to be discussed outside of the Working Group meetings.

Media statements/communications regarding matters relating to the Working Group are to be made through the Minister.

The Official Information Act 1982 will apply to the Working Group's Terms of Reference and to the reports, correspondence and other material it provides to the Department of the Prime Minister and Cabinet and the Minister.

Fees and allowances

The Working Group will be paid fees in accordance with the Cabinet Fees Framework.

The Crown will meet the costs of the Working Group, the secretariat and any technical advice needed.

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Relationship with existing governance framework

There is an expectation that the Working Group will work with other interested entities – including recovery strategic partners, Regenerate Christchurch, and Greater Christchurch Building Trust.

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DEPARTMENT of the
PRIME MINISTER and CABINET

Te Tari o Te Pirimia me Te Komiti Matua

To: **Minister supporting Greater
Christchurch Regeneration**

In Confidence

CHRISTCHURCH CATHEDRAL: APPOINTMENTS TO WORKING GROUP

| | | | |
|-----------|--------------|----------------|------|
| Date | 26 May 2016 | Priority | High |
| Report No | GCG 059-2016 | File Reference | |

| | Action Sought | Deadline |
|--|--|---------------------------|
| Hon Gerry Brownlee <i>Minister supporting Greater Christchurch Regeneration</i> | Sign , subject to any changes you require, the draft Cabinet paper noting your intention to appoint a Working Group to investigate the reinstatement of the ChristChurch Cathedral (Attachment A). | 10 am, Friday 27 May 2016 |

Contact for Telephone Discussion (if required)

| Name | Position | Telephone | 1st Contact |
|---------------------|--------------------------------------|-----------|-------------------------------------|
| Kelvan Smith | Director, Greater Christchurch Group | s9(2)(a) | |
| Sarah Jardine | Manager, Policy and Monitoring | | <input checked="" type="checkbox"/> |
| Pratima Namasivayam | Team Leader, Strategic Policy | | |
| Avinash Shrivastava | Senior Advisor, Strategic Policy | | |

Minister's office comments

- Noted
- Seen
- Approved
- Needs change
- Withdrawn
- Not seen by Minister
- Overtaken by events
- Referred to

Comments

CHRISTCHURCH CATHEDRAL: APPOINTMENTS TO WORKING GROUP

Purpose

- 1 This paper attaches for your consideration and approval a draft Cabinet paper (**Attachment A**) noting your intention to appoint a Working Group to investigate the reinstatement of the ChristChurch Cathedral (Working Group).

Background

- 2 On 6 May 2016, we provided you with initial advice on the appointment of members to the Working Group. Nominations were sought from agencies in line with the State Services Commission's *Board Appointments and Induction Guidelines* process (GCG 040-2016 refers).

Comment / Discussion

Appointment to the Working Group

- 3 The following individuals have been identified as proposed members for the Working Group. They have relevant leadership skills, knowledge and experience, based on the draft Terms of Reference:
 - a. **Geoff Dangerfield** (Chairperson): Wellington-based professional director, former Chief Executive of New Zealand Transport Agency.
 - b. **Sue McKenzie**: Professional Director with broad business and governance experience and close links within the community, NGO and commercial sectors in post-earthquake Christchurch.
 - c. **Alasdair Cassels**: Christchurch-based businessman with experience in community and government engagement.
- 4 In accordance with the draft Terms of Reference, Church Property Trustees have nominated the following two individuals:
 - a. **Roger Bridge**: Experienced, Christchurch-based company director with considerable community involvement and experience in restoration projects.
 - b. **Steve Wakefield**: Director and Partner at Deloitte with significant community ties and project management experience including earthquake repairs and heritage building renovation/restoration.
- 5 **Attachment B** lists the nominees identified by central government nominating agencies.

Remuneration

- 6 The Working Group can be considered a Group 4, Level 1 body within the Cabinet Fees Framework [CO (12) 6 refers]. This classification entitles Working Group members to a daily fee in the range of \$375 - \$800, and the Chairperson to a daily fee in the range of \$500 - \$1,062. The daily fees required to secure the services of the proposed members are within the

Framework. As such, we recommend that the Chair be paid daily fees of \$1000 (excluding GST) and members be paid daily fees of \$800 (excluding GST).

Next Steps

- 7 Officials have prepared a draft Cabinet paper setting out the proposed membership, term and remuneration for the Working Group (**Attachment A**).^{s9(2)(f)(iv)}
- 8 Subject to your approval of the draft Cabinet paper, it will be lodged late with the Cabinet Office on Friday 27 May 2016 for consideration by the Cabinet Appointments and Honours Committee on Tuesday 31 May 2016.

Financial Implications

- 9 The Working Group's remuneration costs will be met within the Department of the Prime Minister and Cabinet's baselines.

Consultation

- 10 Nominations for appointees were invited from Ministry for Women, Office for Disability Issues, Ministry for Pacific Peoples, Office of Ethnic Communities, and Te Puni Kōkiri in accordance with the State Services Commission's *Board Appointments and Induction Guidelines*.

Recommendations

- 11 It is recommended you:
- 1 **Note** the following proposed membership of the Working Group to Investigate the Reinstatement of the ChristChurch Cathedral:
 - 1.1 Geoff Dangerfield (Chairperson)
 - 1.2 Sue McKenzie
 - 1.3 Alasdair Cassels
 - 1.4 Roger Bridge
 - 1.5 Steve Wakefield
 - 2 **Note** that the proposed daily fees for the Chair (\$1000 excluding GST) and members (\$800 excluding GST) are in accordance with the Cabinet Fees Framework and will be met within the Department of the Prime Minister and Cabinet's baselines;

- 3 **Sign**, subject to any changes you wish, the draft Cabinet paper noting your intention to appoint a Working Group to investigate the reinstatement of the ChristChurch Cathedral (**Attachment A**). **YES / NO**



Kelvan Smith
Director, Greater Christchurch Group

| NOTED / APPROVED / NOT APPROVED |
|--|
| Hon Gerry Brownlee Minister supporting Greater Christchurch Regeneration |
| Date: / / 2016 |

Attachment A Draft Cabinet paper - ChristChurch Cathedral: Appointments to Working Group
Attachment B List of Candidates Nominated by Central Government Agencies
 Withheld under s 9(2)(a)

Released under the Official Information Act 1982

Attachment A

CHRISTCHURCH CATHEDRAL: APPOINTMENTS TO WORKING GROUP

Released under the Official Information Act 1982

Office of the Minister supporting Greater Christchurch Regeneration

Chair

Cabinet Appointments and Honours Committee

CHRISTCHURCH CATHEDRAL: APPOINTMENTS TO WORKING GROUP

Proposal

- 1 This paper outlines my intention to establish a Working Group to investigate the reinstatement of the ChristChurch Cathedral (the Working Group).

Background

- 2 As you are aware, five years after the earthquake of February 2011, the ChristChurch Cathedral remains significantly damaged. Protracted litigation between the Church Property Trustees (as owner) and the Greater Christchurch Buildings Trust (a charitable trust established to preserve Christchurch's historic buildings) has delayed decision-making. There is genuine concern that the lack of progress on the ChristChurch Cathedral is impairing the overall rebuild and regeneration of greater Christchurch.
- 3 On 23 December 2015, the report of government-appointed facilitator Miriam Dean QC concluded that both reinstatement and replacement¹ of the ChristChurch Cathedral are possible and provided agreed indicative timelines and costs (**Attachment A**).

Comment

- 4 Given ChristChurch Cathedral's iconic status and the protracted litigation that has surrounded it for the past 5 years, I consider that progress towards resolution is critical for the ongoing regeneration of greater Christchurch.
- 5 To ensure that momentum on this key issue continues, I consider two measures are required. The first of these measures will be to appoint a Working Group to provide advice to the both the Crown and the Chair of the Church Property Trustees on options to progress the reinstatement of the ChristChurch Cathedral. s9(2)(f)(iv)



- 6 I wish to appoint a Working Group with a technical scope of work. It will be responsible for:
 - 6.1 identifying feasible, achievable and fully costed options to progress the reinstatement of the ChristChurch Cathedral; and

¹ **Reinstatement** means a combination of repair, restoration, reconstruction and seismic strengthening. The Dean Report found that the Cathedral "can be largely reinstated to the extent that, for most people, it would be indistinguishable from the pre-earthquake building". **Replacement** is the opposite of reinstatement, and could result in a completely new building.

- 6.2 providing advice to the Church Property Trustees and me on the best structural, financial, and governance arrangements to achieve the successful delivery of any ChristChurch Cathedral reinstatement outcome. This will include the use of an anticipated construction alliance (similar to the Stronger Christchurch Infrastructure Rebuild Team model) to provide methods, timelines and costs for a preferred option.

Membership

- 7 I intend to appoint the following five members (including a Chairperson) to the Working Group:
 - 7.1 **Geoff Dangerfield** (Chairperson): Wellington-based professional director, former Chief Executive of New Zealand Transport Agency.
 - 7.2 **Alasdair Cassels**: Christchurch-based businessman with experience in community and government engagement
 - 7.3 **Sue McKenzie**: Professional Director with broad business and governance experience and close links within the community, NGO and commercial sectors in post-earthquake Christchurch.
 - 7.4 **Steve Wakefield** (nominated by the Church Property Trustees): Director and Partner at Deloitte with significant community ties and project management experience including earthquake repairs and heritage building renovation/restoration
 - 7.5 **Roger Bridge** (nominated by the Church Property Trustees): Experienced, Christchurch-based company director with considerable community involvement and experience in restoration projects.
- 8 Curriculum vitae information (CAB 50) for each member is attached (**Attachment B**). The Working Group will operate for a period not exceeding seven months. It will commence from the date of appointment and be disestablished in December 2016.

Representativeness of appointment

- 9 I am satisfied that the appointments to the Working Group will provide for a well-balanced group in terms of gender, age, ethnicity and geographic representation, and an appropriate mix of skills and experience.

Remuneration

- 10 The Working Group is classified as a Group 4, Level 1 Group under the Cabinet Fees Framework with a daily fee range of \$500 - \$1,062 for the Chair and \$375 - \$800 for members. Due to the knowledge and standing required of members, the complex nature of its work and the widespread public interest in the outcomes that is expected, I intend to pay a daily fee (excluding GST) of \$1,000 for the Chair and \$800 for members.

Appointment process, representativeness and conflicts of interest

- 11 I can confirm that an appropriate process, in accordance with the State Services Commission appointment guidelines, has been followed. Nominations were sought from nominating agencies (Ministry for Women, Ministry of Pacific Peoples, Te Puni Kōkiri, Office for Disability Issues, and the Office of Ethnic Communities) and the Church Property Trustees. I am satisfied that the appointments will provide for a well-balanced Working Group in terms of gender, age, and geographic representation, and an appropriate mix of skills and experience.

Conflicts of interest

- 12 I can confirm that appropriate enquiries concerning conflicts of interest have been carried out. Given that the proposed members have been selected because of their expertise and involvement in ChristChurch Cathedral matters, it may be that actual, potential and perceived conflicts of interest will arise. For example, I note that Steve Wakefield is a member of the Anglican Diocese of Christchurch, and a member of Heritage New Zealand. The Working Group's process will require members to declare any conflicts of interest before a meeting and the Chair of the Group will be responsible for managing any conflicts, if necessary.
- 13 Information concerning Roger Bridge's conflicts of interest is still outstanding because he is currently overseas. The appointment will not be finalised before appropriate enquiries concerning conflicts of interest have been carried out. I will report back to Cabinet on the outcome of these enquiries, should any issues arise.

Timing and publicity

- 14 I will issue a press statement once the appointment has been approved and the appointees have been notified.

Consultation

- 15 Nominations for appointees were invited from Ministry for Women, Office for Disability Issues, Ministry for Pacific Peoples, Office of Ethnic Communities, and Te Puni Kōkiri in accordance with the State Services Commission's Board Appointments and Induction Guidelines.

Financial Implications


- 16 The Working Group's remuneration costs will be met from within the Department of the Prime Minister and Cabinet's baselines.

Gender Implications

- 17 Gender implications have been taken into account in appointment of the members to the Working Group.

Recommendation

- 18 It is recommended that Cabinet Appointments and Honours Committee:
1. **note** that, given the iconic status of the earthquake-damaged ChristChurch Cathedral, and the protracted litigation that has surrounded it for the past 5 years, I consider that progress on the ChristChurch Cathedral is critical for the ongoing regeneration of greater Christchurch;
 2. **note** that the December 2015 report of government-appointed facilitator Miriam Dean QC concluded that both reinstatement and replacement of the Cathedral are possible;
 3. **note** that I intend to appoint the following individuals as members of a Working Group to investigate the reinstatement of the ChristChurch Cathedral for a term not exceeding 7 months:
 - a. Geoff Dangerfield (Chair);
 - b. Alasdair Cassels;

- c. Sue McKenzie;
- d. Steve Wakefield (nominated by the Church Property Trustees);
- e. Roger Bridge (nominated by the Church Property Trustees);
4. **note** that I intend to pay the Working Group daily fees (excluding GST) of \$1,000 for the Chair and \$800 for members, which are within the Cabinet Fees Framework; and
5. s9(2)(f)(iv) 

Authorised for lodgement

Hon Gerry Brownlee

Minister supporting Greater Christchurch Regeneration

Released under the Official Information Act 1982

Organisation Form

Cabinet Appointments and Honours Committee

All sections must be completed.

This form is available in Word format at <http://cabguide.cabinetoffice.govt.nz/>

Organisation

Working Group to Investigate the Reinstatement of the ChristChurch Cathedral

Current Membership

| Name | Age | City/Town | Date of original appointment | Expiry date of present term |
|--------------------------|-----|-----------|------------------------------|-----------------------------|
| N/A – no current members | | | | |

Brief Outline of the Functions and Responsibilities of the Organisation

Five years after the earthquake of February 2011, the ChristChurch Cathedral remains significantly damaged. Protracted litigation between the Church Property Trustees (the owner of the Cathedral) and the Greater Christchurch Buildings Trust (a charitable trust established to preserve Christchurch's historic buildings) has delayed decision-making. There is genuine concern that the lack of progress on the ChristChurch Cathedral is impairing the overall rebuild and regeneration of greater Christchurch.

On 23 December 2015, the report of government-appointed facilitator Miriam Dean QC concluded that both reinstatement and replacement of the ChristChurch Cathedral are possible.

The Working Group is responsible for:

- identifying feasible, achievable and fully costed options to progress the reinstatement of the ChristChurch Cathedral; and
- providing advice to the Church Property Trustees and the Minister supporting Greater Christchurch Regeneration on the best structural, financial, and governance arrangements to achieve the successful delivery of any ChristChurch Cathedral reinstatement outcome.

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

Date: 27/05/2016

Candidate CV Form

All sections must be completed.

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

This form is available in Word format at <http://cabguide.cabinetoffice.govt.nz/>

| | |
|---|-------------------|
| Name (family name in upper case; include title if appropriate) | Geoff DANGERFIELD |
|---|-------------------|

The Position

| | |
|---|--|
| Organisation | Working Group to Investigate the Reinstatement of the ChristChurch Cathedral |
| Position (chair/member etc.) | Chair |
| Term | 30 May 2016 – 7 December 2016 |
| Payment (per day and/or per year) | \$1000 per day |

How the Candidate Meets the Needs of the Position

| | |
|---|---|
| Skills and attributes the candidate will bring to the position (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position) | <p><u>Geoff Dangerfield</u> is a Wellington-based professional director. Mr Dangerfield is currently serving on a number of Government and Non-Government boards. Previous governance experience includes roles as a director at Auckland Transport and NZ Transport Ticketing Ltd and as Chair of the Audit and Risk Management Committee, Ministry of Primary Industries and the Leadership Development Centre. Mr Dangerfield also has experience in senior leadership roles in the Public Sector as former Chief Executive of New Zealand Transport Agency and Ministry of Economic Development and Deputy Secretary to Treasury. Skills and experience that will be of great benefit to the Working Group include:</p> <ul style="list-style-type: none"> • Public sector governance, policy and regulatory environments and the interface with the commercial sector • Developing strategic partnerships with suppliers to enable the effective provision of services to client groups <p>Driving value in large scale and complex major project procurement and financing.</p> |
| Possible conflicts of interest | None |
| Proposals for conflict | N/A |

| | |
|--------------------------------------|--|
| management (if applicable) | |
|--------------------------------------|--|

Continue on next page if required

The Candidate

| | |
|--|--|
| Name (family name in upper case; include title if appropriate) | Geoff DANGERFIELD |
| Address | s9(2)(a) |
| Citizenship (if not New Zealand) | |
| Age | s9 (2) |
| Current or most recent Employment (specify position and employer, include years) | Chief Executive, New Zealand Transport Agency (2008-2015) |
| Government board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Chair, Major Outsourced Contracts Advisory Board (2016) • Independent Member, Vulnerable Children's Board (2016) • Director, Auckland Transport (2010 – 2015) • Director, NZ Transport Ticketing Ltd (2013 –2016) • Chair, Audit and Risk Management Committee, Ministry of Primary Industries (2010 – 2015) • Chair, Leadership Development Centre (2003 – 2007) |
| Private and/or voluntary sector board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Director, Payments New Zealand Ltd (2016) • Executive Chair, NZ Festival (from July 2016) |
| Qualifications and experience (include significant work history and community involvement) | <ul style="list-style-type: none"> • Master of Science, Resource Management, University of Canterbury, 1977 • Senior Managers in Government, Kennedy School of Government, Harvard University, 1995 |

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

Date: 27/05/ 2016

Candidate CV Form

All sections must be completed.

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

This form is available in Word format at <http://cabguide.cabinetoffice.govt.nz/>

| | |
|---|------------------------|
| Name (family name in upper case; include title if appropriate) | Alasdair Lorne CASSELS |
|---|------------------------|

The Position

| | |
|---|--|
| Organisation | Working Group to Investigate the Reinstatement of the ChristChurch Cathedral |
| Position (chair/member etc.) | Member |
| Term | 30 May 2016 – 7 December 2016 |
| Payment (per day and/or per year) | \$800 per day |

How the Candidate Meets the Needs of the Position

| | |
|---|---|
| Skills and attributes the candidate will bring to the position (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position) | <u>Alasdair Cassels</u> is a Christchurch-based businessman. Mr Cassels has considerable experience in community and government engagement gained during his business ventures and efforts to revitalise and protect the lower Heathcote River. |
| Possible conflicts of interest | None |
| Proposals for conflict management (if applicable) | N/A |

Continue on next page if required

The Candidate

| | |
|---|------------------------|
| Name (family name in upper case; include title if appropriate) | Alasdair Lorne CASSELS |
| Address | s9(2)(a) |
| Citizenship (if not New Zealand) | |

| | |
|---|---|
| Age | s9 (2) |
| Current or most recent Employment (specify position and employer, include years) | <ul style="list-style-type: none"> • Cassels and Sons Brewery Limited (2009 - present) • The Tannery Development (1994 – present) |
| Government board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • None |
| Private and/or voluntary sector board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • None |
| Qualifications and experience (include significant work history and community involvement) | <ul style="list-style-type: none"> • B.E. (Civil), University of Canterbury |

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

Date: 27 / 05/ 2016

Candidate CV Form

All sections must be completed.

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

This form is available in Word format at <http://cabguide.cabinetoffice.govt.nz/>

| | |
|---|----------------------------|
| Name (family name in upper case; include title if appropriate) | Susan (Sue) Naomi MCKENZIE |
|---|----------------------------|

The Position


| | |
|---|--|
| Organisation | Working Group to Investigate the Reinstatement of the ChristChurch Cathedral |
| Position (chair/member etc.) | Member |
| Term | 30 May 2016 – 7 December 2016 |
| Payment (per day and/or per year) | \$800 per day |

How the Candidate Meets the Needs of the Position

| | |
|---|---|
| Skills and attributes the candidate will bring to the position (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position) | <u>Susan McKenzie</u> is a Canterbury-based, professional director. Susan brings business and governance skills to the role. In addition, she has broad community links and understanding of the NGO, environmental and the commercial sectors in post-earthquake Christchurch. Mrs McKenzie also has significant experience in philanthropic work through the Rātā Foundation that will prove valuable to the Working Group. |
| Possible conflicts of interest | None |
| Proposals for conflict management (if applicable) | N/A |

Continue on next page if required

The Candidate

| | |
|---|---|
| Name (family name in upper case; include title if appropriate) | Susan (Sue) Naomi MCKENZIE |
| Address | s9(2)(a)  |

| | |
|---|--|
| Citizenship (if not New Zealand) | |
| Age | s9 (2) |
| Current or most recent Employment (specify position and employer, include years) | Professional Director |
| Government board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Member, Canterbury/Aoraki Conservation Board (2015 - present) • Member, Advisory Committee on Assisted Reproductive Technology (2013 - present) • Medical Radiation Technologists Board (2010 - present) • Chair, Community Response Forum |
| Private and/or voluntary sector board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Trustee, Rātā Foundation (2011 - present) • Member Executive, Blue Greens NZ National Party • Associate Member, Philanthropy New Zealand • Member, Local Advisory Board: School of Business, Faculty of Commerce, CPIT • Committee Member, Christchurch Executive Business Women Club • Member, National Council of Women • Member, Industry Advisory Board, School of Fashion Faculty of Creative Arts, CPIT • Woman Vice President, New Zealand National Part • Member, National Party Management Board, Policy Committee and Communication Committee. |
| Qualifications and experience (include significant work history and community involvement) | <ul style="list-style-type: none"> • Consultancy Business • Justice of the Peace • Member, Institute of Directors • Registration and Practicing Certificates, Good Decision Making Certificate, and Competence Health and Conduct Certificate – Buddle Findlay • Project Management, Auckland Business School • Institute of Directors Governance Course • National Certificate in Business, CPIT • QTA Haematology, NZ Institute of Medical Technology |

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

Date: 27 / 05/ 2016

Candidate CV Form

All sections must be completed.

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

This form is available in Word format at <http://cabguide.cabinetoffice.govt.nz/>

| | |
|---|------------------------|
| Name (family name in upper case; include title if appropriate) | Steven James WAKEFIELD |
|---|------------------------|

The Position

| | |
|---|--|
| Organisation | Working Group to Investigate the Reinstatement of the ChristChurch Cathedral |
| Position (chair/member etc.) | Member |
| Term | 30 May 2016 – 7 December 2016 |
| Payment (per day and/or per year) | \$800 per day |

How the Candidate Meets the Needs of the Position

| | |
|---|--|
| Skills and attributes the candidate will bring to the position (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position) | <u>Steve Wakefield</u> is an experienced director and accountant. Mr Wakefield has extensive business acumen and skills in accounting and finance gained during his tenure at Deloitte as an employee and partner. His project management experience, including earthquake repairs and experience in heritage building renovation/restoration will be an asset to the Working Group. |
| Possible conflicts of interest | <ul style="list-style-type: none"> • Member, Church Property Trustees, Anglican Diocese of Christchurch • Vestry member and Synod Representative, Parish of Fendalton • Member, Heritage New Zealand Partner, Deloitte |
| Proposals for conflict management (if applicable) | |

Continue on next page if required

The Candidate

| | |
|---|---|
| Name (family name in upper case; include title if appropriate) | Steven James WAKEFIELD |
| Address | s9(2)(a) |

| | |
|---|--|
| Citizenship (if not New Zealand) | |
| Age | s9 (2) |
| Current or most recent Employment (specify position and employer, include years) | <ul style="list-style-type: none"> • Partner, Deloitte (1993 – present) |
| Government board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Deputy Chairman, Canterbury District Health Board • Director, NZ Health Innovation Hub • Board member, National Animal identification and Tracing Company (previous) |
| Private and/or voluntary sector board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Trustee, Church Property Trustees • National Board Member, YHA New Zealand • Trustee, Court Theatre Trust • Director, CropLogic Ltd • Chairman, Greater Christchurch Schools Network Trust • Board member, Canterbury Cricket Association (previous) |
| Qualifications and experience (include significant work history and community involvement) | <ul style="list-style-type: none"> • Partner, Deloitte (1993-present) • Employee, Deloitte (1980-1993) • B.Com (Accounting), University of Canterbury • B.Sc (Computer Science), University of Canterbury • Chartered Member, Institute of Directors • Fellow, Institute of Chartered Accountants • New Zealand Accountant of the Year 2012 • General Manager, Economic Recovery, Canterbury Earthquake Recovery Authority 2011-2012 |

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

Date: 27 / 05/ 2016

Candidate CV Form

All sections must be completed.

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

This form is available in Word format at <http://cabguide.cabinetoffice.govt.nz/>

| | |
|---|--------------|
| Name (family name in upper case; include title if appropriate) | Roger BRIDGE |
|---|--------------|

The Position

| | |
|---|--|
| Organisation | Working Group to Investigate the Reinstatement of the ChristChurch Cathedral |
| Position (chair/member etc.) | Member |
| Term | 30 May 2016 – 7 December 2016 |
| Payment (per day and/or per year) | \$800 per day |

How the Candidate Meets the Needs of the Position

| | |
|---|---|
| Skills and attributes the candidate will bring to the position (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position) | <u>Roger Bridge</u> is an experienced, Christchurch-based company director. Mr Bridge has extensive community involvement including as trustee of Christchurch Arts Festival, Canterbury Community Trust (Acting Chair) and the Re:Start the Heart Trust (Deputy Chair). These community based roles in addition to his numerous business and government roles underline his understanding of the local post earthquake Christchurch recovery environment and credibility with community, public and private sector stakeholders. In addition, Mr Bridges experience as an Advisor on the restoration and management of the Canterbury Provincial Chambers will be an asset to the Working Group. |
| Possible conflicts of interest | [Not disclosed] |
| Proposals for conflict management (if applicable) | N/A |

Continue on next page if required

The Candidate

| | |
|---|---|
| Name (family name in upper case; include title if appropriate) | Roger BRIDGE |
| Address | s9(2)(a) |

| | |
|---|--|
| Citizenship (if not New Zealand) | |
| Age | [Not disclosed] |
| Current or most recent Employment (specify position and employer, include years) | |
| Government board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Director, Quotable Value (2012) |
| Private and/or voluntary sector board appointments held (current and previous, include years) | <ul style="list-style-type: none"> • Deputy Chair, Re:Start the Heart Trust (2012) • Director, NZ Venture Investment Fund (2010) • Acting Chair, Canterbury Community Trust (2010) • Trustee, Christchurch Arts Festival (2009) • Director and Canterbury/Westland Regional Chair, New Zealand National Party (2003 – present) • Director, National Mortgage Underwriters Ltd (2002 - present) • Board Member, St Margaret's College (2010 – 2005) • Managing Director, Oxbridge Ltd (2000 – present) • Director, Allstor Self Storage Ltd (2000 – present) • Director, Britannia Management Ltd (2000 – present) • Director, Lock'n'Leave Self Storage Ltd (1998) • Director, Waterman Investments Ltd (1995 – present) |
| Qualifications and experience (include significant work history and community involvement) | <ul style="list-style-type: none"> • Member, Canterbury Chamber of Commerce • Member, NZ Institute of Directors |

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

Date: 27 / 05/ 2016



DEPARTMENT of the
PRIME MINISTER and CABINET

Te Tari o Te Pirimia me Te Komiti Matua

Aide-memoire

To: Hon Gerry Brownlee - Minister supporting Greater Christchurch Regeneration

From: Kelvan Smith – Director Greater Christchurch Group

Date: 2 June 2016

Security Level: IN CONFIDENCE

Report No: GCG 2016-072

TALKING POINTS – CABINET PAPER ON CHRISTCHURCH CATHEDRAL

Purpose

1. This paper provides you with talking points on the Cabinet paper '*ChristChurch Cathedral: Appointments to Working Group* s9(2)(a) [redacted]' set for direct Cabinet consideration on Tuesday 7 June 2016.

Background

2. The Cabinet paper:
 - a. outlines your intention to appoint a Working Group to investigate the reinstatement of the ChristChurch Cathedral (Working Group); and

s9(2)(f)(iv) [redacted]

Comment

3. We have drafted talking points to support your discussions in Cabinet (**Attachment A**).

Working Group

4. You previously provided advice on this Working Group to the Cabinet Appointments and Honours Committee on 31 May 2016. The Committee asked for further information about the need for a Working Group, and the paper now discusses this rationale in more detail.