

Joan Foster [SSC]

From: Flora McIntyre [Flora.McIntyre@epa.govt.nz]
Sent: Wednesday, 15 April 2015 8:12 a.m.
To: Joan Foster [SSC]
Subject: RE: Recruitment of a chief executive

Hi Joan

Thank for the detailed advice per below. My view is that the role scope and thus size has not changed significantly and this is conveyed in our recommendations to Kerry Prendergast as Board Chair so we will wait for her thoughts on this.

Cheers

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 +64 4 474 5541

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Tuesday, 14 April 2015 6:09 p.m.
To: Flora McIntyre
Subject: Recruitment of a chief executive

[IN-CONFIDENCE]

Hi Flora

It was good to talk to you yesterday.

As discussed, SSC doesn't need to be consulted on the recruitment process but you are required to consult with SSC on your chief executive's terms and conditions of employment. I've outlined our guidance on this below.

The government remuneration range for a job of the EPA CE's size is [redacted] to [redacted] with a midpoint of [redacted]. State Services Commission (SSC) guidance is that a new chief executive is appointed in the [redacted] of the range (which for this role is [redacted]). The government remuneration range is intended to allow reward and progression as a chief executive develops and performs in the position over time (for example from appointment through to 5 years in the role).

If an appointment is made at above the [redacted] of the government remuneration range, the offer needs to be personally considered by the State Services Commissioner (and this would be only once a preferred candidate has been identified, rather than earlier in the process). SSC policy is that remuneration is paid on a total remuneration basis which includes base salary, a performance component of between 10% of base salary and 15% of total remuneration, and any additional benefits such as additional leave (beyond 20 days), superannuation and a vehicle etc. Government policy is not usually supportive of the inclusion of other items in the total remuneration package. Other conditions of employment are outlined in our model employment agreement (I will send this through to you

once it has been signed off, as discussed). There is no requirement to use this model, but it may be useful as a guide as it covers off everything we would expect to be incorporated into an agreement.

As I mentioned, if the Board believes the job has changed significantly since it was last evaluated, you may wish to have a new job evaluation done. HayGroup undertook the last job evaluation in April 2011. If you intend to do this, please let me know as soon as you have received the results, so that I can provide you with the new applicable government remuneration range if the role has changed in size. HayGroup are able to provide a job evaluation "score" that we can convert to a standard measure. This standard measure allows us to access the survey of public sector pay rates we run on behalf of government and to then provide you with an appropriate remuneration range.

Once the Board Chair has made a verbal offer to the preferred candidate, please send the draft employment agreement to me to check before getting any of the parties to sign it.

Please don't hesitate to get in touch again if you need any further information.

Kind regards
Joan

--
Joan Foster
Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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Joan Foster [SSC]

From: Flora McIntyre <Flora.McIntyre@epa.govt.nz>
Sent: Monday, 11 May 2015 1:26 p.m.
To: Joan Foster [SSC]
Cc: Kerry Prendergast
Subject: CEO job sizing
Attachments: Hay_Job_Size_EPA_CEO_JE_23-04_15.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Categories: For DeskSite

Good afternoon Joan

In confidence, Hay Group have completed the sizing of the EPA Chief Executive role and the amended sizing is attached. Please can you arrange for the new applicable government remuneration range to be provided to Kerry Prendergast the EPA Board Chair.

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541

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Tracey Fletcher [SSC]

From: Tracey Fletcher [SSC]
Sent: Monday, 11 May 2015 5:38 p.m.
To: 'kerry.prendergast@epa.govt.nz'
Cc: Joan Foster [SSC]
Subject: Confidential - Remuneration range for EPA CE role

[IN-CONFIDENCE]

Dear Kerry,

As you know, we have recently received a HayGroup report regarding a role re-sizing for the Chief Executive (CE) role with the Environmental Protection Authority (EPA).
9(2)(b)(i) trade secret, 9(2)(b)(ii) prejudice commercial position, 9(2)(ba)(i) confidential with prejudice State Services Commission (SSC) guidance is that a new chief executive is appointed in the [redacted] of the range (which for this role is 9(2)(a) privacy). The government remuneration range is intended to allow reward and progression as a chief executive develops and performs in the position over time.

if an appointment is made at above the [redacted] of the government remuneration range, the offer needs to be personally considered by the State Services Commissioner (and this would be only once a preferred candidate has been identified, rather than earlier in the process). SSC policy is that remuneration is paid on a total potential remuneration basis which includes base salary, a performance component of between 10% of base salary and 15% of total remuneration, and any additional benefits such as additional leave (beyond 20 days), superannuation and a vehicle etc.

Other conditions of employment are outlined in our model employment agreement which can be found under 'related files' at: http://www.ssc.govt.nz/model_agreements. There is no requirement to use this model, but it may be useful as a starting point.

Once you have made a verbal offer to the preferred candidate, please send through a draft employment agreement to Joan Foster at joan.foster@ssc.govt.nz for her review before either party sign the document.

Joan is away this week, but please do not hesitate to get in touch with me should you require any additional information.

Kind regards
Tracey

--
Tracey Fletcher
Advisor, Executive & Practice Services
State Services Commission
DDI: +64 4 495 6766
Fax: +64 4 495 6686
Tracey.Fletcher@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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Joan Foster [SSC]

From: Flora McIntyre <Flora.McIntyre@epa.govt.nz>
Sent: Wednesday, 17 June 2015 5:43 p.m.
To: Joan Foster [SSC]
Subject: RE: EPA Chief Executive Update

Hi Joan

Thank you for the detailed email setting out the points discussed yesterday. I will discuss with the EPA Chair and Acting Chair and the wider Board and come back to you asap with responses.

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Tuesday, 16 June 2015 5:21 p.m.
To: Flora McIntyre
Subject: RE: EPA Chief Executive Update

[IN-CONFIDENCE]

Hi Flora

Thank you for sending the draft employment agreement through to me to review. I have commented on the remuneration proposed and made some recommended amendments to the employment agreement.

Remuneration

As discussed on the phone this afternoon, I do need to bring to your attention the fact that the remuneration you are proposing is well above the government remuneration range provided of 9(2)(a) privacy (being 90% to 110% of the range). As my colleague, Tracey, advised Kerry in her email of 11 May, the State Services Commissioner's (the Commissioner) guidance is that a new CE is appointed at between 9(2)(a) privacy. Any proposal to appoint above that range needs to be considered by the Commissioner.

The employment agreement provides for a total potential remuneration of 9(2)(a) privacy, however this does not include the 9(2)(a) privacy

9(2)(a) privacy

9(2)(a) privacy

. Appointment at this level is exceptional and, as the proposal will need to be considered by either my Manager, Hannah Brownsey, or the Commissioner, strong rationale will be required supporting such a proposal.

I note the rationale given in your earlier email but, as the remuneration range is provided for the size of the role, a more detailed case for appointing someone requiring a much higher level of remuneration than the guidance provides, will be required. Once I have received this information, I will be able to brief my Manager.

Amendments to your draft employment agreement

Clause 5.1

As you are required to consult the Commissioner on the remuneration package, you need to include the words in red font: "... in writing subject to any necessary consultation with the State Services Commissioner or any other statutory requirements."

9(2)(a) privacy

out of scope

9(2)(a) privacy

out of scope

I look forward to hearing from you in due course.

Kind regards

Joan

--

Joan Foster

Senior Advisor, Executive and Practice Services

State Services Commission

DDI: +64 4 495 6750

Fax: +64 4 495 6686

joan.foster@ssc.govt.nz

www.ssc.govt.nz | newzealand.govt.nz

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From: Flora McIntyre [mailto:Flora.McIntyre@epa.govt.nz]
Sent: Tuesday, 16 June 2015 10:44 a.m.
To: Joan Foster [SSC]
Cc: z-Kevin Thompson; Kerry Prendergast
Subject: EPA Chief Executive Update

Dear Joan

In confidence, and further to our recent discussion and correspondence I am pleased to update you on the recruitment on the EPA Chief Executive. 9(2)(a) privacy, 9(2)(g)(i) free and frank

9(2)(a) privacy, 9(2)(g)(i) free and frank I attach a copy of the offer letter and employment agreement for Dr Allan Freeth and note that the Board's considered view is that Dr Freeth offers the EPA the critical skills, knowledge and experienced required to deliver a significant step change to move the organisation to the state required by its Minister. I further note that Dr Freeth is a vastly experienced Chief Executive with strategic financial credibility who will deliver what is needed for the EPA, the wider Public Sector and New Zealand.

I note that resizing of the EPA Chief Executive role and the updated range, (now 9(2)(a) privacy mid-point 9(2)(a) and 9(2)(a) privacy) and that Dr Freeth has been offered remuneration within this range.

I look forward to receiving your confirmation. If you have any questions regarding the above please contact me.

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

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Joan Foster [SSC]

From: Flora McIntyre <Flora.McIntyre@epa.govt.nz>
Sent: Friday, 19 June 2015 4:31 p.m.
To: Joan Foster [SSC]
Subject: RE: 9(2)(a) privacy [REDACTED]

Categories: For DeskSite

Hi Joan
That's what I am waiting to get finalised.

Cheers

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile [REDACTED]

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Friday, 19 June 2015 4:17 p.m.
To: Flora McIntyre
Subject: RE: 9(2)(a) privacy [REDACTED]

[UNCLASSIFIED]

Hi Flora

Yes, Hannah has managed to rearrange her diary to fit in this meeting. I have advised Reserve Bank reception that Drs Thomson and Crauford are expected.

Is there any chance you can email me the agreement so that I can see what we will be talking about?

Thanks
Joan

Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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From: Flora McIntyre [mailto:Flora.McIntyre@epa.govt.nz]
Sent: Friday, 19 June 2015 4:08 p.m.
To: Joan Foster [SSC]
Subject: RE: 9(2)(a) privacy

Hi Joan

The various Board signatories are dispersed so it may that I send the information through to you over the weekend. Dr Kevin Thomson and Dr Nicki Crauford from the EPA Board will meet with you at 10am in your office. Have you been able to confirm whether Hannah will be attending?

Kind Regards

Flora

From: Flora McIntyre
Sent: Friday, 19 June 2015 11:23 a.m.
To: 'Joan Foster [SSC]'
Subject: RE: 9(2)(a) privacy

Thanks Joan for the clarification. I can then aim to finalise the documentation, get Board review and final sign off and then over to you and Hannah asap this afternoon.

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Friday, 19 June 2015 11:18 a.m.
To: Flora McIntyre
Subject: RE: 9(2)(a) privacy

[IN-CONFIDENCE]

Yes, Flora, you are of course correct. I apologise for my miscalculation – I got a bit carried away with my zeros. All else being equal, based on the other figures provided in your agreement, this would place the new CE at 9(2)(a) of the rem range.

Kind regards

Joan

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Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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From: Flora McIntyre [<mailto:Flora.McIntyre@epa.govt.nz>]
Sent: Friday, 19 June 2015 11:01 a.m.
To: Joan Foster [SSC]
Subject: RE: 9(2)(a) privacy

Hi Joan,

Thanks for the clarification.

9(2)(a) privacy

Have we calculated this incorrectly?

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

From: Joan Foster [SSC] [<mailto:joan.foster@ssc.govt.nz>]
Sent: Friday, 19 June 2015 10:33 a.m.
To: Flora McIntyre
Subject: 9(2)(a) privacy

[UNCLASSIFIED]

Hi Flora

9(2)(a) privacy

Kind regards
Joan

--
Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
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Joan Foster [SSC]

From: Flora McIntyre <Flora.McIntyre@epa.govt.nz>
Sent: Friday, 19 June 2015 5:39 p.m.
To: Joan Foster [SSC]
Cc: z-Nicki Crauford; z-Kevin Thompson
Subject: RE: EPA Chief Executive Update
Attachments: Allan_Freeth_CEO_Employment_Agreement_20150619.docx;
EPA_Chief_Executive_Rationale_June_2015.docx

Good evening Joan

Please find attached the amended draft employment and the detailed rationale supporting the remuneration package being offered Dr Freeth. We look forward to talking you and Hannah through the rationale and also answering any questions that you may have. I will be attending the meeting with Dr's Crauford and Thompson.

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Tuesday, 16 June 2015 5:21 p.m.
To: Flora McIntyre
Subject: RE: EPA Chief Executive Update

Hi Flora

Thank you for sending the draft employment agreement through to me to review. I have commented on the remuneration proposed and made some recommended amendments to the employment agreement.

Remuneration

As discussed on the phone this afternoon, I do need to bring to your attention the fact that the remuneration you are proposing is well above the government remuneration range provided of 9(2)(a) privacy (being 90% to 110% of the range). As my colleague, Tracey, advised Kerry in her email of 11 May, the State Services Commissioner's (the Commissioner) guidance is that a new CE is appointed at between 9(2)(a) privacy. Any proposal to appoint above that range needs to be considered by the Commissioner.

The employment agreement provides for a total potential remuneration of 9(2)(a) , however this does not include the 9(2)(a) privacy 9(2)(a) privacy

9(2)(a) privacy [redacted]. Appointment at this level is exceptional and, as the proposal will need to be considered by either my Manager, Hannah Brownsey, or the Commissioner, strong rationale will be required supporting such a proposal.

I note the rationale given in your earlier email but, as the remuneration range is provided for the size of the role, a more detailed case for appointing someone requiring a much higher level of remuneration than the guidance provides, will be required. Once I have received this information, I will be able to brief my Manager.

Amendments to your draft employment agreement

Clause 5.1

As you are required to consult the Commissioner on the remuneration package, you need to include the words in red font: "... in writing subject to any necessary consultation with the State Services Commissioner or any other statutory requirements."

9(2)(a) privacy [redacted]

out of scope [redacted]

9(2)(a) privacy [redacted]

out of scope [redacted]

I look forward to hearing from you in due course.

Kind regards

Joan

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Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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From: Flora McIntyre [mailto:Flora.McIntyre@epa.govt.nz]
Sent: Tuesday, 16 June 2015 10:44 a.m.
To: Joan Foster [SSC]
Cc: z-Kevin Thompson; Kerry Prendergast
Subject: EPA Chief Executive Update

Dear Joan

In confidence, and further to our recent discussion and correspondence I am pleased to update you on the recruitment on the EPA Chief Executive. 9(2)(a) privacy, 9(2)(g)(i) free and frank 9(2)(a) privacy, 9(2)(g)(i) free and frank. I attach a copy of the offer letter and employment agreement for Dr Allan Freeth and note that the Board's considered view is that Dr Freeth offers the EPA the critical skills, knowledge and experienced required to deliver a significant step change to move the organisation to the state required by its Minister. I further note that Dr Freeth is a vastly experienced Chief Executive with strategic financial credibility who will deliver what is needed for the EPA, the wider Public Sector and New Zealand.

I note that resizing of the EPA Chief Executive role and the updated range, (now 9(2)(a) privacy, mid-point 9(2)(a) and 9(2)(a) privacy) and that Dr Freeth has been offered remuneration within this range.

I look forward to receiving your confirmation. If you have any questions regarding the above please contact me.

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

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Chief Executive Rationale V7.

In confidence and further to our recent discussion and correspondence I am pleased to update you on the recruitment on the EPA Chief Executive. The recruitment attracted considerable interest and we were presented with a long list of candidates. 9(2)(a) privacy, 9(2)(g)(i) free and frank 9(2)(a) privacy, 9(2)(g)(i) free and frank

Following the planned internal and external review that occurred in the later part of 2014 and in extensive consultation with the MfE (the governing body) and the Minister, the EPA is at a critical stage in its growth towards becoming a world leading regulator.

The Board and organisation have a clear direction and deliverables that need to be achieved in order to meet the Minister's and MfE's expectations and the EPA strategic objectives.

This requires a seasoned Chief Executive who has delivered this level of organisational outcome on multiple occasions and who will inspire and lead the EPA's personnel and successfully engage with key stakeholders.

9(2)(g)(i) free and frank

9(2)(g)(i) free and frank. In order to successfully engage with all stakeholders, but particularly business, the EPA Chief Executive needs to demonstrate depth and breadth of commercial experience across multiple business entities.

9(2)(a) privacy, 9(2)(g)(i) free and frank

9(2)(a) privacy, 9(2)(g)(i) free and frank. The Board considers that what Dr Freeth offers to the EPA is demonstrated leadership of organisations from good to great. He is an experienced leader with the personal attributes considered to be the person who can lead the EPA through the critical stages of the EPA's development. He has the critical skills, knowledge and experience required to deliver a significant step change to what is required for the EPA, the wider Public Sector and New Zealand. 9(2)

9(2)(a) privacy, 9(2)(g)(i) free and frank

9(2)(a) privacy, 9(2)(g)(i) free and frank

Dr Freeth is a vastly experienced and widely respected Chief Executive. The Board is expecting him to perform at the highest level. He is by no means a new Chief Executive.

The resizing of the EPA Chief Executive role resulted in a remuneration range of 9(2)(a) privacy to

9(2)(a) privacy with a mid-point 9(2)(a) privacy.

The Board is proposing a total package of 9(2)(a) privacy which is 9(2) of the midpoint. 9(2)(a) privacy 9(2)(a) privacy 9(2)(a) privacy

9(2)(a) privacy

The Board believes the level of remuneration proposed is consistent with Dr Freeth's proven capabilities and performance record, and the Board's expectations of him in this role.

9(2)(a) privacy

Joan Foster [SSC]

From: Joan Foster [SSC]
Sent: Thursday, 25 June 2015 8:37 p.m.
To: Flora McIntyre
Cc: z-Kevin Thompson
Subject: RE: CE Remuneration

Categories: For DeskSite

[IN-CONFIDENCE]

Thank you, Flora. That will be useful information.

Kind regards
Joan

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Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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From: Flora McIntyre [mailto:Flora.McIntyre@epa.govt.nz]
Sent: Thursday, 25 June 2015 3:51 p.m.
To: Joan Foster [SSC]
Cc: z-Kevin Thompson
Subject: RE: CE Remuneration

Good afternoon Joan

"Dr Freeth's most recent equivalent role was Chief Executive of TelstraClear Ltd. The company employed 1400 staff, around 600 contractors and had a total income of around \$700million. 9(2)(a) privacy
9(2)(a) privacy". Prior to TelstraClear, Dr Freeth was Managing Director of Wrightson which employed around 1800 staff and had a turnover of about \$1.5 billion. 9(2)(a) privacy"

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Thursday, 25 June 2015 12:51 p.m.
To: Flora McIntyre
Subject: CE Remuneration

Hi Flor

Just a quick one: Do you have any idea of what Dr Freeth's current remuneration is, for comparison purposes?

Thanks
Joan

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Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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Memorandum

To: Iain Rennie
From: Joan Foster *WF*
Via: Hannah Brownsey; Dallas Welch
Date: 26 June 2015
Subject: Environmental Protection Agency: Appointment of Chief Executive

- 1 The Board of the Environmental Protection Agency (EPA) is proposing to appoint their new Chief Executive at 9(2)(a) of the government remuneration range. As this is very high in the range for an appointment and above my delegation level, I am referring the proposal to you for consideration.
- 2 I recommend you agree to this proposal.

Key points and comment

- 3 The Board has identified Dr Allan Freeth as their preferred candidate for the role of Chief Executive and are proposing to pay him a total potential remuneration of 9(2)(a), which is 9(2) of the applicable range.
- 4 EPA notes that the organisation is at a critical stage in its growth towards becoming a world leading regulator. To meet the expectations of their Minister and the Ministry for the Environment and the EPA strategic objectives, the Board was recruiting for a seasoned CE who:
 - has delivered this level of organisational outcome on multiple occasions
 - will inspire and lead the EPA's personnel and successfully engage with key stakeholders
 - demonstrates depth and breadth of commercial experience across multiple business entities, and
 - can lead the organisation through the critical stages of its development.
- 5 The Board received strong interest in the role, with a good list of candidates. 9(2)(a) privacy, 9(2)(g)(i) free and frank. They feel that he has the critical skills, knowledge and experience required to deliver a significant step change required for the EPA, the wider Public sector and NZ. Dr Freeth has the combination of science, commercial and leadership experience needed for this role, 9(2) 9(2)(a) privacy, 9(2)(g)(i) free and frank.
- 6 The Board believes the remuneration proposed is consistent with Dr Freeth's proven capabilities and performance record, and the Board's expectations of him

Comments

- 7 The remuneration range for this role is 9(2)(a) privacy with a midpoint of 9(2)(a). Our current remuneration guidance is that a new CE is appointed at between 9(2)(a) privacy of the remuneration range. The previous CE was appointed at 9(2) of the remuneration range.
- 8 Two EPA board members and the HR Manager met with Hannah Brownsey and I on 22 June to provide further rationale on their initial proposal to appoint Dr Freeth at 9(2) of the range.

9 9(2)(a) privacy, 9(2)(g)(i) free and frank
10
11 9(2)(a) privacy

12 The following is a list of recent appointments agreed to above 9(2) of the range:
9(2)(a) privacy

13 The reasons for these appointments being above 9(2)(a) vary but the majority have been because of the calibre of the candidate, their current remuneration range and the limited pool of suitable candidates.

14 The EPA is required to consult with us on their terms and conditions of employment. They are aware that they have the option of referring the proposal to their Minister if we do not support it, however the Board members advised that they would prefer not to have to do so.

15 Although I appreciate that appointment at 9(2)(a) is significant, in my view it is supportable based on the Board's advice that:

- Dr Freeth is a very high calibre CE with the depth of skill and experience they require at this time
- 9(2)(a) privacy
- 9(2)(a) privacy
- 9(2)(a) privacy

16 If you agree to support this proposal, I will make it clear to the Board that appointment at this level will result in limited opportunity for remuneration increases in the future.

Recommendations

17 It is recommended that you:
1 agree to the EPA Board's proposal to appoint Dr Allan Freeth at a total potential remuneration of 9(2)(a) (which is 9(2) of the applicable remuneration range. Yes / No

Alan Hamilton
Deputy State Services Commissioner
Date:

30/6/15

630

Joan Foster [SSC]

From: Flora McIntyre <Flora.McIntyre@epa.govt.nz>
Sent: Thursday, 30 July 2015 11:19 a.m.
To: Joan Foster [SSC]
Subject: RE: EPA Chief Executive Employment Offer
Attachments: Dr_Allan_Freeth_Employment_Agreement.pdf

Good morning Joan
Apologies for the delay in sending this through, I have been unwell. Please find attached the signed Chief Executive employment agreement.

Kind Regards

Flora

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Monday, 6 July 2015 9:09 a.m.
To: Flora McIntyre
Subject: RE: EPA Chief Executive Employment Offer

Hi Flora

The changes to schedule B look fine thank you. On the basis of those changes and the draft agreement you sent to me dated 24 June 2015, I can confirm that consultation is complete for the appointment of Dr Freeth. Once all parties have signed the employment agreement, can you please send me a copy for our files.

Unless the Chair or you have any queries in regard to the Chief Executive's terms and conditions, I will be in contact about a month before Dr Freeth's remuneration review which is due with effect from 1 July 2016.

Kind regards
Joan

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Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686

joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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From: Flora McIntyre [<mailto:Flora.McIntyre@epa.govt.nz>]
Sent: Monday, 6 July 2015 8:39 a.m.
To: Joan Foster [SSC]
Subject: RE: EPA Chief Executive Employment Offer

Good morning Joan
Please find set out the amended details of Schedule B as requested.

Kind Regards

Flora

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile 9(2)(a) privacy

9(2)(a) privacy



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OFFICIAL INFORMATION ACT

From: Joan Foster [SSC] [mailto:joan.foster@ssc.govt.nz]
Sent: Friday, 3 July 2015 1:53 p.m.
To: Flora McIntyre
Cc: z-Kevin Thompson; z-Nicki Crauford
Subject: RE: EPA Chief Executive Employment Offer

[IN-CONFIDENCE]

Hi Flora

I am pleased to advise that the Deputy State Services Commissioner has considered the Board's proposal and has agreed to the appointment of Dr Freeth as CE of EPA at a potential total remuneration of 9(2)(a), which is 9(2) of the remuneration range.

On the basis of information you have provided, 9(2)(a) privacy, my understanding is that the components of the remuneration package would be:
9(2)(a) privacy

Please note that appointment at this level of the remuneration range will limit remuneration increases over the next few years as our performance matrix currently provides for limited movement above 9(2) of the remuneration range.

Flora, once you've updated the remuneration schedule with these figures, can you please send me the final version before it is given to Dr Freeth.

Give me a call if there's anything else we need to cover off.

Kind regards

Joan

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Joan Foster
Senior Advisor, Executive and Practice Services
State Services Commission
DDI: +64 4 495 6750
Fax: +64 4 495 6686
joan.foster@ssc.govt.nz
www.ssc.govt.nz | newzealand.govt.nz

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From: Flora McIntyre [mailto:Flora.McIntyre@epa.govt.nz]
Sent: Wednesday, 24 June 2015 9:24 a.m.
To: Joan Foster [SSC]
Cc: z-Kevin Thompson; z-Nicki Crauford
Subject: EPA Chief Executive Employment Offer

Good morning Joan

Thank you for your and Hannah's time to meet with us on Monday. The Board have carefully considered the matters raised by the SSC and have engaged with the preferred candidate around the matters raised.

We attach for your consideration the amended employment agreement taking into account the points you have raised and the rationale in support of the Board's wish to appoint the preferred candidate ⁹⁽²⁾ of the total remuneration package.

Please can you confirm next steps including who will be the final decision maker and the timeframe in which the Board may expect a response.

Kind Regards

Flora McIntyre
HR Manager
Corporate Services

Environmental Protection Authority
Grant Thornton House – Level 10 – 215 Lambton Quay
Private Bag 63002 – Wellington 6140 – New Zealand.
Tel +64 4 916 2426 – Fax +64 4 914 0433 DDI +64 + 64 4 474 5541 Mobile ^{9(2)(a)} privacy

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