



14 JUN 2017

Helen Gibbs  
[Fyi-request-5737-6ae0f830@requests.fyi.org.nz](mailto:Fyi-request-5737-6ae0f830@requests.fyi.org.nz)

Dear Helen

Thank you for your email of 17 April 2017, to the Ministry of Education requesting the following information:

- 1. Please can you provide me with the document outlining the scope and remit of the Chief Education Health and Nutrition Advisor?*
- 2. Please can you provide the documentation outlining the process followed in the appointment of Dr Schofield to this role.*
- 3. Please can you advise which organisation with interest in either child health or nutrition were consulted by the Ministry of Education as part of the process of making the appointment to this position?*
- 4. What processes are being initiated by the Ministry of Education to ensure that any work done on childhood health and nutrition is done to create a synergy between the work of the Ministry of Health and this new role in Ministry of Education?*

Your request has been considered under the Official Information Act 1982 (the Act). You have also requested the same information from the State Services Commission, who transferred your request to the Ministry on 19 April 2017. I will be responding to their transfer request in this response.

The health of our young people is linked to their ability to achieve. The appointment of Professor Schofield to Chief Education Health and Nutrition Advisor demonstrates our commitment to being proactive about student health and wellbeing. The role of the Chief Education Health and Nutrition Advisor is to advise and challenge the Secretary for Education and the Ministry's Senior Leadership team to build capability in health and nutrition based policy advice. The heightened debate and discussion as a result of this role will ensure that advice, as well as programme development and evaluation, are properly informed by the strongest and most robust evidence. It will allow our young people the best chance to reach their potential. In this role, Professor Schofield will be working closely with professionals across disciplines to generate insights and pragmatic actions that can be applied across the education system.

As this is a fixed term, part time seconded position, the Ministry did not consult with other stakeholders on the appointment. Prior to his appointment, Professor Schofield has demonstrated a successful track record in working with the Ministry. He regularly interacted with agencies such as the Ministry of Health, Accident Compensation Commission, the Office of the Prime Minister's Chief Science Advisor and other leading academics through the Ministry-chaired cross-agency meeting on Childhood Health Well-being. For this reason, we are confident that Professor Schofield has the skills and expertise to positively work for the best outcomes for our young people.

OIA: 1057818

National Office, Mātauranga House, 33 Bowen Street, Wellington 6011

PO Box 1666, Wellington 6140. Phone: +64 4 463 8000 Fax: +64 4 463 8001

There are a range of views about how to improve the health and well-being of young people in New Zealand, including how to tackle obesity. It is expected that there will be professional debate about the science and evidence for different approaches. Professor Schofield will not be the only source of advice to the Secretary or the Senior Leadership team on these matters.

In accepting this role, Professor Schofield has been advised about his obligations in his capacity as a Ministry official and when he is acting in his other roles. While he is acting as a Ministry official he is subject to the Code of Conduct which includes performing his duties unaffected by personal beliefs and to support the Ministry to provide robust and unbiased advice.

Two documents have been identified within scope of your request and are listed below. They are released to you in full:

- a. *Memo: Appointment of Chief Education Health and Nutrition Advisor (dated 15 February 2017).*
- b. *Job Description: Chief Education Health & Nutrition Advisor (dated February 2017).*

An attachment to document A (Memo: Appointment of Chief Education Health and Nutrition Advisor) is the secondment agreement for the Chief Education Science Advisor, Professor Stuart McNaughton is being withheld in its entirety under section 9(2)(a) of the Act, to protect the privacy of natural persons. The Ministry believes we have satisfied the public interest by releasing the memo which provides you with substantive information on the appointment process.

I trust the information provided is of assistance. You are advised of your right to ask an Ombudsman to review this response. You can do this by writing to [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz) or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely



Karl Le Quesne  
**Deputy Secretary (Acting)**  
**Early Learning and Student Achievement**



## MEMO

**To:** Iona Holsted, Secretary for Education  
**From:** Karl Le Quesne, Acting Deputy Secretary, ELSA  
**Cc:** Glen Johnson, Acting Group Manager Pathways & Progress, ELSA  
**Date:** 15 February 2017  
**Subject:** **Appointment of Chief Education Health and Nutrition Advisor**

### Purpose

1. You have asked for background information to support discussions with the Minister of Education on a potential appointment of a Health and Nutrition Advisor. This memo sets out:
  - the potential role and responsibilities of the Health and Nutrition Advisor; and
  - the process and options for appointment.

### Role and responsibilities of the Health and Nutrition Advisor

2. In defining the Health and Nutrition Advisor role we have adapted the roles and responsibilities described in the previous Chief Education Scientific Advisor role, recognising the similar objectives of these positions:
  - Advance the use of international and national health and nutrition research to help New Zealand learners achieve to their full potential;
  - Challenge the Ministry to better identify core research questions of value to the Crown and show the evidence that supports its policy formulation, programme implementation and evaluation of the system;
  - Lift the quality of public debate around health and nutrition education through the provision of valid, meaningful information;
  - Be an "honest broker" between analytical, research and policy experts in the Ministry and challenge and critique gaps in knowledge and the implications of policy options;
  - Create the infrastructure and opportunities that support an interdisciplinary approach to relevant policy questions and champion better access to Government health and nutrition datasets to generate cross-Government insight and action which helps New Zealand learners reach their full potential;
  - Foster good practice within the Ministry, build bridges to academia and the profession to lift overall system performance; and
  - Provide advice to the Ministry to maximise learner outcomes from Education and cross-Government strategic plans; including advice on monitoring and evaluation of key Ministry actions leading to rich data collection, analysis and dissemination.
3. Given the scope of the role, we have considered whether the title of Health and Nutrition Advisor adequately communicates their responsibilities. We recommend that you consider the more expansive title of Chief Education Advisor Health and Wellbeing. This title better covers the relevant strands of the curriculum and is more focussed on outcomes.
4. You may wish to discuss the title of this position with the Minister.

## Process and options for appointment

5. The process for appointment depends on whether the position would go through a contestable process. For the position of the Chief Education Scientific Advisor, we went through a contestable recruitment process and appointment. Thirteen applications were received with three shortlisted. A contestable process would provide transparency and ensure that the best applicant was appointed to the position. There would be the ability to promote, sell and clarify the purpose of the role. This approach recognises there are likely to be many interested parties and individuals in the sector.
6. Alternative options would be to appoint a preferred candidate on a fixed-term employment basis or a contract for services to deliver specific deliverables. This may be appropriate where the length of the position is unclear, where the advice needed is short term, or where acting arrangements are necessary.
7. Conditions for appointment would need to be confirmed. For the position of the Chief Education Scientific Advisor, a two year secondment arrangement was negotiated with the University of Auckland (with a review at 12 months). Under this arrangement, Professor McNaughton was appointed on a 0.5 FTE basis. The University of Auckland continues to be responsible for payment of stipend and they invoice us. Professor McNaughton works primarily out of Auckland and is in Wellington about two days a month, or by arrangement.
8. By remaining attached to his home institution Professor McNaughton retains his professional standing and networks. He also retains all his current employment conditions (e.g. service recognition, any superannuation arrangements or other benefits, progression through AUT's remuneration and career structures).
9. A copy of this secondment agreement is attached. Key aspects to work through are:
  - Signatories to the arrangement;
  - Term of secondment (see example Appendix 1);
  - Key responsibilities (Appendix 2);
  - Conflicts of interest and communications;
  - How the remuneration works, including expenses; and
  - Job title.

## Next Steps

10. The next steps would be to:
  - depending on preferred approach, advertise and recruit to position or identify preferred candidate;
  - agree terms of appointment; and
  - develop a communication strategy (see example Appendix 3).



## Chief Education Health & Nutrition Advisor

Advise and challenge the Secretary of Education, the Ministry of Education's Leadership Team and Senior Leaders across the education system to use robust evidence – data, analysis and research – and to build capability in health and nutrition based policy advice.

New Zealand's children and young people can be the best they can be when the education system, policy-making, programme development and evaluation at the highest level are properly informed by the strongest evidence.

### Purpose of the Ministry of Education

<b>What</b>	<p><b>Our Purpose</b> Lift aspiration, raise educational achievement for every New Zealander</p>
<b>Why</b>	<p><b>Our Vision</b> Every New Zealander:</p> <ul style="list-style-type: none"> <li>• Is strong in their national and cultural identity</li> <li>• Aspires for themselves and their children to achieve more</li> <li>• Has the choice and opportunity to be the best they can be</li> <li>• Is an active participant and citizen in creating a strong civil society</li> <li>• Is productive, valued and competitive in the world</li> </ul> <p>New Zealand and New Zealanders lead globally</p>
<b>How</b>	<p><b>Our Behaviours:</b></p> <ul style="list-style-type: none"> <li>• We get the job done</li> <li>• We are respectful, we listen, we learn</li> <li>• We back ourselves and others to win</li> <li>• We work together for maximum impact</li> </ul> <p>Great results are our bottom line</p>

## Key Priorities

- Advance the use of international and national health and nutrition research to help New Zealand learners achieve to their full potential
- Challenge the Ministry to better identify core research questions of value to the Crown and show the evidence that supports its policy formulation, programme implementation and evaluation of the system.
- Support the Ministry to provide services and support that have impact, where the evidence tells us student achievement will be lifted, through Communities of Learning | Kāhui Ako
- Membership of the Ministry of Education's Health and Wellbeing group
- Lift the quality of public debate around health and nutrition education through the provision of valid, meaningful information.
- Be an "honest broker" between analytical, research and policy experts in the Ministry and challenge and critique gaps in knowledge and the implications of policy options.
- Create the infrastructure and opportunities that support an interdisciplinary approach to relevant policy questions and champion better access to government health and nutrition datasets to generate cross-government insight and action which helps New Zealand learners reach their full potential.
- Foster good practice within the Ministry, build bridges to academia and the profession to lift overall system performance.
- Provide advice to the Ministry to maximise learner outcomes from Education and cross Government strategic plans. Including advice on monitoring and evaluation of key Ministry actions leading to rich data collection, analysis and dissemination.

## Key Relationships

The Chief Education Health & Nutrition Advisor needs to have strong working relationships with senior leaders across the Ministry and the education system, especially those involved in research, analysis and policy. In addition, they will build and sustain the following external relationships with:

- The Secretary of Education, to provide sound advice and innovative strategies
- Leaders and teams within the Ministry
- Communities of Learning | Kāhui Ako leaders
- Communities of practitioners, parents and whānau and learners.
- Professionals in other education agencies, including Ministry of Health, Sport New Zealand, ERO, NZQA, sector subject associations, relevant NGOs, the education research community, universities, NZCER and sector leaders, to ensure effective contribution to assigned areas. The Prime Minister's Chief Science Advisor, Chief Education Science Advisor and other departmental Science Advisors, to research need, inform policy, and contribute to cross Government and Education Health and Nutrition strategy, including the identification of risks and opportunities. .
- Ministers and their offices – provide high quality advice to Ministers, including a choice of options and system levers.
- Senior officials and Ministers, Cabinet and Select Committees, professional and interest groups (both national and international), the news media and public forums to build a presence for the Ministry.
- Other parts of the government and education sector to develop an integrated whole of government view to challenges and opportunities that impact on the health and wellbeing of young New Zealanders.



MINISTRY OF EDUCATION

*Te Tāhuhu o te Mātauranga*

## Chief Education Health & Nutrition Advisor

### Qualifications and Personal Attributes

- A senior and respected educationalist, academic or researcher, with high standing within their field at national and international level and a distinguished record of research relevant to the development of education policy.
- Experience and comfort with both qualitative and quantitative research methodologies.
- Excellent relationship management and public engagement skills and the ability to facilitate outcomes through personal credibility and influence – an effective leadership presence with peers.
- A good understanding of the policy environment, structures and timeframes.
- Experience working with central government, public sector leaders and Ministers.

Released under the OIA