

Te Kawa Mataaho Report



Te Kawa Mataaho
Public Service Commission



Appointment: Deputy Public Service Commissioner

Date:	1 March 2023		
To:	Hon Andrew Little, Minister for the Public Service		
Action Sought:	<p>Sign and lodge the attached paper for consideration by Cabinet on 6 March, noting the proposed acting arrangements for the Secretary for Department of the Prime Minister and Cabinet and the Deputy Public Service Commissioner.</p> <p>Forward this paper to the Prime Minister for signing</p> <p>Refer the attached letter, advice sheet and warrant to the Prime Minister for signing.</p> <p>Refer the attached letter, advice sheet and warrant to the Governor-General for signing, following their signing by the Prime Minister.</p>	<p>By 2 March 2023</p> <p>As soon as possible</p> <p>After Cabinet</p>	
Cc:	Rt Hon Chris Hipkins, Prime Minister		
Action Sought:	<p>Recommend that the Governor-General:</p> <ul style="list-style-type: none"> Approve the appointment of Ms Rebecca Kitteridge CVO to the position of Secretary of the Department of the Prime Minister and Cabinet and Chief Executive Appoint Ms Gaye Searancke to the position of Deputy Public Service Commissioner <p>Sign the attached paper for consideration by Cabinet on 6 March 2023</p> <p>Sign the letter to the Governor-General, advice sheet and warrant confirming these recommendations.</p>	<p>As soon as possible</p> <p>By 2 March 2023</p> <p>As soon as possible</p>	
Report No:	2023-0054		
Contact:	Thor Gudjonsson, Deputy Commissioner, 9(2)(a) privacy		
Encl:	Yes	Priority:	High
Security Level:	SENSITIVE-STAFF		

Executive Summary

1. The Public Service Commissioner has advised that he intends to appoint Deputy Public Service Commissioner, Ms Rebecca Kitteridge CVO, to act as Secretary for the Department of the Prime Minister and Chief Executive, Department of the Prime Minister and Cabinet from 8 March 2023 to 30 January 2024, pursuant to Schedule 7 clause 9(2), while Mr Brook Barrington, the current Chief Executive, takes extended leave of absence.
2. The Prime Minister recommends the Governor-General approve the appointment of Ms Kitteridge as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, Department of the Prime Minister and Cabinet. This approval is for the purposes of Schedule 4 clause 5(1)(a)(ii) Public Service Act 2020, so that Ms Kitteridge will retain the office of Deputy Public Service Commissioner during her term at DPMC and is not treated as having vacated that office.
3. The Prime Minister recommends the Governor-General appoint Ms Gaye Searancke as Deputy Public Service Commissioner for a term from 27 March 2023 to 30 January 2024, pursuant to Schedule 4 clause 2(1) of the Public Service Act 2020.

Recommended Action

We recommend the Minister for the Public Service:

- a **forward** a copy of this report and draft Cabinet paper to the Prime Minister for signing.
Forwarded / not forwarded
- b **sign and lodge** the attached Cabinet paper for consideration by Cabinet on 6 March 2023.
Lodged / not lodged
- c **forward** the attached letter, warrant and advice sheet to the Prime Minister for signing.
Forwarded / not forwarded
- d **refer**, following Cabinet consideration and the Prime Minister's signing, the attached letter, warrant and advice sheets to the Governor-General for approval of the recommendations.
Referred / not referred
- e **agree** that Te Kawa Mataaho release this briefing once it has been considered, with personal information withheld due to privacy reasons.
Agreed / not agreed

Hon Andrew Little
Minister for the Public Service

We recommend the **Prime Minister**:

- f **recommend** to the Governor-General that she approve the appointment of Ms Rebecca Kitteridge CVO as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, and appoint Ms Gaye Marie Searancke as the Deputy Public Service Commissioner.

Recommended / not recommended

- g **sign** the attached Cabinet paper for consideration by Cabinet on 6 March 2023.

Signed / not signed

- h **sign** the letter to the Governor-General, warrant and advice sheets.

Signed / not signed



Rt Hon Chris Hipkins
Prime Minister

Office of the Prime Minister
Office of the Minister for the Public Service

Chair
Cabinet

Appointment: Deputy Public Service Commissioner

Proposal

- 1 It is proposed that Cabinet notes:
 - 1.1. the Public Service Commissioner's intention to appoint the Deputy Public Service Commissioner, Ms Rebecca Kitteridge CVO as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, Department of the Prime Minister and Cabinet, from 8 March 2023 to 30 January 2024, pursuant to Schedule 7 clause 9(2) of the Public Service Act 2020, while Mr Brook Barrington, the current Chief Executive, takes extended leave of absence.
 - 1.2. the Prime Minister's recommendation to the Governor-General to approve the appointment of Ms Rebecca Kitteridge as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, Department of the Prime Minister and Cabinet, for the purposes of Schedule 4 clause 5(1)(a)(ii) of the Public Service Act 2020.
 - 1.3. the Prime Minister's recommendation to the Governor-General to appoint Ms Gaye Searancke as Deputy Public Service Commissioner from 27 March 2023 to 30 January 2024, pursuant to Schedule 4 clause 2(1) of the Public Service Act 2020.

Background

- 2 The Public Service Act 2020 (the Act) provides for two statutory Deputy Public Service Commissioner roles. Under section 47(1) of the Act, Deputy Public Service Commissioners are appointed by the Governor-General on the recommendation of the Prime Minister.
- 3 Ms Heather Baggott holds office as one Deputy Public Service Commissioner. Ms Rebecca Kitteridge CVO has been appointed to the other role, following the retirement of Ms Helene Quilter QSO. Ms Kitteridge commenced in the role on 1 March 2023.
- 4 Mr Brook Barrington is taking an extended leave of absence from his role as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive of the Department of the Prime Minister and Cabinet. The Public Service Commissioner intends to appoint Ms Kitteridge as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, Department of the Prime Minister and Cabinet, pursuant to Schedule 7 clause 9(2) of the Act, in Mr Barrington's absence.

- 5 Under Schedule 4 clause 5(1)(a)(ii) of the Act, a Deputy Public Service Commissioner must be treated as having vacated office if they are appointed to and accept another position in the State services, unless they have the approval of the Governor-General.
- 6 The Prime Minister recommends that the Governor-General approve the appointment of Ms Kitteridge as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive of the Department of the Prime Minister and Cabinet, for the purposes of Schedule 4 clause 5(1)(a)(ii) of the Act, so that Ms Kitteridge is not treated as having vacated the office of Deputy Public Service Commissioner and retains the office during her acting term.
- 7 Under Schedule 4 clause 2(1) of the Act, the Governor-General may appoint an acting Deputy Public Service Commissioner on the recommendation of the Prime Minister. Such appointments have been made in the past.
- 8 The Prime Minister recommends that the Governor-General appoint Ms Gaye Marie Searancke as Deputy Public Service Commissioner from 27 March 2023 to 30 January 2024, pursuant to Schedule 4 clause 2(1) of the Act.

Recommended appointee

- 9 The position description for the Deputy Public Service Commissioner was considered by the Cabinet Appointments and Honours Committee on 21 September 2022 and confirmed as the basis for the role. [APH-22-MIN-0190]. This is attached.
- 10 The criteria for appointing Deputy Public Service Commissioners are not prescribed in legislation. In the absence of that, considerations for this appointment included whether the candidates were honest and trustworthy, and had the necessary experience, qualifications and characteristics to perform the role which includes exercising all the functions, powers and duties of the Public Service Commissioner.
- 11 Deputy Public Service Commissioners bring knowledge, capability and experience of Public Service management and leadership and work as a team with the Commissioner to ensure the Public Service delivers for New Zealanders and to the Government's priorities.
- 12 The Prime Minister considers that Ms Searancke meets the requirements for appointment as the Deputy Public Service Commissioner a term commencing on 27 March 2023 to 30 January 2024.
- 13 Ms Searancke has a Bachelor of Laws from Otago University and is currently the Secretary for Land Information and Chief Executive, Land Information New Zealand, a position she has held since 2019. Prior to that, she held a wide range of senior Public Service roles.
- 14 Ms Searancke is an experienced and successful leader and a respected member of the Public Service Leadership Team.
- 15 She is well suited to undertaking the functions of the Deputy Public Service Commissioner role and her skills and expertise will complement those of the Public Service Commissioner and the other Deputy Public Service Commissioner, Ms Heather Baggott.
- 16 Ms Searancke' summarised CV is attached.

Conditions of Appointment

- 17 The remuneration of the Deputy Public Service Commissioner is determined by the Remuneration Authority. The other Conditions of Appointment, including leave and other entitlements, are agreed between the appointee and the Public Service Commissioner.
- 18 Ms Searancke currently holds a 9(2)(a) privacy security clearance. Usually, a Deputy Public Service Commissioner must be able to obtain and maintain a Top Secret Special level security clearance. 9(2)(a) privacy
As the other Deputy Public Service Commissioner holds this level of clearance, this is not seen as an impediment to Ms Searancke's appointment.

Publicity

- 19 The Public Service Commissioner will inform the Public Service leadership Team. As Deputy Public Service Commissioner appointments are made by the Governor-General on the recommendation of the Prime Minister, the Prime Minister or Minister for the Public Service may choose to make a media announcement.
- 20 This paper and associated appointment documents will be proactively released on the Te Kawa Mataaho Public Service Commission's website.

Recommendations

21 The Prime Minister and the Minister for the Public Service recommend that the Cabinet Appointments and Honours Committee:

- 1 **note** the Public Service Commissioner's intention to appoint Ms Rebecca Kitteridge CVO as Secretary for the Department of the Prime Minister and Chief Executive, Department of the Prime Minister and Cabinet for the period from 8 March 2023 to 30 January 2024, pursuant to Schedule 7 clause 9(2) of the Public Service Act 2020, while Mr Brook Barrington, the current Chief Executive, takes extended leave of absence.
- 2 **note** the Prime Minister's recommendation to the Governor-General to approve the appointment of Ms Rebecca Kitteridge as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, Department of the Prime Minister and Cabinet for the period from 8 March 2023 to 30 January 2024, for the purposes of Schedule 4 clause 5(1)(a)(ii) of the Public Service Act 2020
- 3 **note** the Prime Minister's recommendation to the Governor-General to appoint Ms Gaye Marie Searancke as Deputy Public Service Commissioner, for a term from 27 March 2023 to 30 January 2024, pursuant to Schedule 4 clause 2(1) of the Public Service Act 2020;
- 4 9(2)(a) privacy
- 5 **note** that the remuneration for the Deputy Public Service Commissioner is determined by the Remuneration Authority and other Conditions of Appointment, including leave, are agreed between the appointee and the Public Service Commissioner;
- 6 **note** that the Public Service Commission will inform the Public Service leadership Team. As Deputy Public Service Commissioner appointments are made by the Governor-General on the recommendation of the Prime Minister, the Prime Minister or Minister for the Public Service may choose to make a media announcement;
- 7 **note** this paper and associated appointment documents will be proactively released on the Te Kawa Mataaho Public Service Commission's website.

Authorised for lodgement

Rt Hon Chris Hipkins
Prime Minister

Authorised for lodgement

Hon Andrew Little
Minister for the Public Service

He Whakamārama mō te Tūranga Position Description



Te Kawa Mataaho
Public Service Commission

Te Tūranga | Position Te Pou Turuki mō Te Kawa Mataaho | Deputy Public Service Commissioner

Te Pokapū | Agency Te Kawa Mataaho Public Service Commission

This position is a member of the Public Service Leadership Team

Te whāinga o te tūranga | Position purpose

Te Kawa Mataaho Public Service Commission (the Commission) leads the public sector to improve outcomes and services for New Zealand and New Zealanders, while protecting and enhancing the standards of integrity and conduct. The Deputy Public Service Commissioner works closely and collaboratively with the Public Service Commissioner to provide leadership and oversight of the sector.

The Deputy Public Service Commissioner is a statutory role. Under section 47 of the Public Service Act 2020, the Deputy Public Service Commissioner is appointed by the Governor-General on the recommendation of the Prime Minister. The Act requires that there are two Deputy Public Service Commissioners.

The Deputy Public Service Commissioner has and may perform or exercise all of the functions, duties and powers of the Public Service Commissioner under the Public Service Act 2020, subject to the control of the Public Service Commissioner.

The Deputy Public Service Commissioner will demonstrate and exemplify the spirit of service ethos and assist the Public Service Commissioner to deliver on the Commission's vision for a more connected and engaged, world class public service that is ready for the future and is agile, adaptive and able to meet the needs and demands of the day.

Ngā haepapa | Accountabilities

Te pūnaha | System

As a member of the Public Service Leadership Team, the Deputy Public Service Commissioner is responsible for providing strategic leadership that contributes to an effective and cohesive public service; working together to model leadership behaviours; and assisting the other members to fulfil their responsibilities.

As a Public Service leader, the Deputy Public Service Commissioner will work with the Public Service Commissioner to:

- Support the Crown in its relationships with Māori under te Tiriti o Waitangi and the Treaty of Waitangi by developing and maintaining the capability of the agency and the wider public service to engage with Māori and to understand Māori perspectives;
- Promote diversity and inclusiveness and have regard to the principle that, in order to achieve fairness in employment and a more flexible, effective Public Service, it is desirable for the group comprising all public service employees to, as far as practicable, reflect the makeup of society;
- Preserve, protect and nurture the spirit of service to the community that public service employees bring to their work;
- Uphold the public service principles of political neutrality, free and frank advice, merit-based appointments, open government, and stewardship, and ensure that the Commission also does so; and

	<ul style="list-style-type: none"> • Demonstrate and uphold the values of the Public Service as set out in the Public Service Act 2020. <p>The Deputy Public Service Commissioner has and may perform or exercise all the functions, powers and duties of the Public Service Commissioner, subject to the control of the Public Service Commissioner, including:</p> <ul style="list-style-type: none"> • Reviewing the design and operation of the system of government agencies in order to advise Ministers on improvements to service delivery and inter-agency cohesion, machinery of government matters and the governance, allocation and transfer of functions to and between agencies; • Developing senior leadership and management capability in the public service, including succession planning and developing current and future leaders of the public service both individually and as a cohort team; • Providing strategic oversight and direction for all Public Service chief executive appointments, reappointments and transfers; • Managing and reviewing chief executive performance; • Reviewing the performance of Public Service agencies; • Working with Public Service leaders to develop a highly capable workforce that reflects the diversity of the society it serves and to ensure fair and equitable employment, including by promoting good-employer obligations in the Public Service, leading a system-wide response to reduce and close pay gaps, and promoting high standards in workplace relations and employment matters; • Promoting and reinforcing high standards of integrity, conduct, accountability and transparency throughout agencies in the State sector to ensure the confidence of New Zealanders is maintained; • Carrying out any other administrative and management functions in relation to the Public Service that the Prime Minister may direct; • Undertaking investigations or inquiries as required; and • Undertaking any responsibilities to achieve objectives in one or more subject-matter areas, that may be assigned by the Public Service Commissioner under section 47(4) of the Public Service Act 2020.
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Ngā hononga matua | Key relationships

Te Kāwanatanga Government	<ul style="list-style-type: none"> • Prime Minister • Minister for the Public Service • All other Ministers
Te ratonga tūmatanui Public service	<ul style="list-style-type: none"> • Members of the Public Service Leadership Team • Other Public Service leaders • Wider public sector including departments and departmental agencies, non-public service departments and Crown entities
Ngā iwi me ngā hapori whānui Iwi and wider communities	<p>Develop and maintain relevant and effective relationships to promote the role of the public sector and the Commission with external stakeholders including:</p> <ul style="list-style-type: none"> • Māori as the Crown’s Treaty partners • Pacific and other communities • Unions, professional bodies and research communities

Te ao whānui International	<ul style="list-style-type: none"> International jurisdictions and contacts
E ai ki te ture Statutory	<ul style="list-style-type: none"> In matters relating to decisions on individual public service chief executives, the Deputy Public Service Commissioner is not responsible to the Minister for the Public Service, and shall act independently, except as provided in clauses 3, 4, 6, 7 and 8 of Schedule 7 of the Public Service Act 2020.
Te momo kaiarataki e whāia ana Leader profile	
Te kaiaratakinga Leadership	<p>Excellent leadership by Public Service leaders is essential for a high performing, professional and world class Public Service. Underpinning Public Service leadership is the requirement to adhere to the standards of integrity and conduct and the higher bar expected of Public Service leadership behaviour.</p> <p>The Deputy Public Service Commissioner, along with Public Service chief executives, has a key role in implementing the Public Service principles, including to proactively promote stewardship of the Public Service, its long-term capability and people, institutional knowledge and information, system and processes, assets and the legislation they administer.</p> <p>As stewards of the system, Public Service leaders are responsible for achieving cross-agency, sector and system results by leading, collaborating and exerting their influence in a cohesive way across boundaries and ensuring their staff have both the authority and motivation to do likewise.</p>
Te momo tangata e whāia ana Person profile	
Ngā pūkenga me ngā wheako Skills and Experience	<p>The Deputy Public Service Commissioner must:</p> <ul style="list-style-type: none"> Have a thorough understanding of New Zealand’s constitution and government system and how these work; Have the ability to perform important statutory and constitutional roles with wisdom, integrity, consistency and courage; Understand how the public sector functions as a large, devolved organisation, and have proven ability to manage problems in ways that ensure constructive resolution with minimal repercussions; Have the ability to build and maintain a very large network of relationships, and to maintain the confidence and trust of Ministers, the public sector, and the community; and Have experience, qualities and expertise relevant to the Government’s priorities.
Te taumata o te āheitanga Security Clearance	Appointment will be subject to a New Zealand Government Top Secret Special security clearance.

Up to date information on the Commission’s outcomes, organisational structure, dimensions and appropriations can be found on the website <https://www.publicservice.govt.nz/about-us/>.

Other useful information including Annual Reports, Strategic Intentions and Long-Term Insights Briefing are available at the following links: <https://www.publicservice.govt.nz/about-us/corporate-documents/>

[Our Long-term Insights Briefing | Te Kawa Mataaho Public Service Commission](#)



PRIME MINISTER
TE PIRIMIA

Her Excellency
The Right Honourable Dame Cindy Kiro, GNZM, QSO
Governor-General

Your Excellency

Under section 47(1) of the Public Service Act 2020 ("the Act") two statutory Deputy Public Service Commissioners must be appointed by the Governor-General on the recommendation of the Prime Minister. From 1 March 2023 these offices will be held by Ms Rebecca Kitteridge CVO, and Ms Heather Baggott.

The Public Service Commissioner has advised that he intends to appoint Ms Kitteridge to act as Secretary for the Department of the Prime Minister and Chief Executive, Department of the Prime Minister and Cabinet for a period from 8 March 2023 to 30 January 2024 while Mr Brook Barrington, the current Chief Executive, takes extended leave of absence.

Recommendation to approve the appointment of the Deputy Public Service Commissioner to another position in the State services.

Under Schedule 4 clause 5(1)(a)(ii) of the Act, a Deputy Public Service Commissioner must be treated as having vacated office if they are appointed to and accept another position in the State services unless they have the approval of the Governor-General.

I recommend that you approve the appointment of Ms Kitteridge as Acting Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, Department of the Prime Minister and Cabinet from 8 March 2023 to 30 January 2024, for the purposes of Schedule 4 clause 5(1)(a)(ii) of the Act, so that Ms Kitteridge will retain the office of Deputy Public Service Commissioner during her acting term and is not treated as having vacated that office.

Recommendation to appoint an Acting Deputy Public Service Commissioner

Under Schedule 4 clause 2(1) of the Act the Governor-General may appoint an Acting Deputy Public Service Commissioner on the recommendation of the Prime Minister. There is precedent for this type of appointment.



PRIME MINISTER
TE PIRIMIA

I recommend that you appoint Ms Gaye Searancke to act as Deputy Public Service Commissioner, from 27 March 2023 to 30 January 2024, pursuant to Schedule 4 clause 2(1) of the Act.

Ms Searancke is an experienced and successful leader, having undertaken a wide range of senior roles in the Public Service, including the last four years as the Secretary for Land Information and Chief Executive, Land Information New Zealand. She is a respected member of the Public Service leadership Team. Ms Searancke is well suited to undertaking the functions of the Acting Deputy Public Service Commissioner. Her summarised curriculum vitae is attached.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Chris Hipkins'.

Rt Hon Chris Hipkins
Prime Minister



Wellington, 6 March 2023

Her Excellency the Governor-General of New Zealand is respectfully advised to approve, for the purposes of Schedule 4 clause 5(1)(a)(ii) of the Public Service Act 2020, the appointment of

Rebecca Lucy Kitteridge

to act as Secretary for the Department of the Prime Minister and Cabinet and Chief Executive, Department of the Prime Minister and Cabinet, from 8 March 2023 to 30 January 2024, made under Schedule 7 clause 9(2) of the Public Service Act 2020.

A blue ink signature of Chris Hipkins, consisting of stylized initials and a surname.

Rt Hon Chris Hipkins
Prime Minister

Approved

A blue ink signature of the Governor-General, appearing to read 'Cindy Kiriaka'.

Governor-General of New Zealand

6 / 3 / 23



PRIME MINISTER
TE PIRIMIA

CURRICULUM VITAE

Gaye Marie Searancke

Employment History

2019 - present	Land Information New Zealand Secretary for Land Information and Chief Executive
2017 - 2019	Inland Revenue Deputy Commissioner, Customer and Compliance Services – Business
2014 - 2017	Accident Compensation Corporation Chief Governance and Strategy Officer
2012 - 2014	Ministry of Business, Innovation and Employment Deputy Chief Executive, Labour and Commercial Environment Group
2011 - 2012	Ministry of Economic Development Deputy Secretary; Competition, Trade and Investment
2009 - 2011	Ministry of Economic Development Deputy Secretary, Organisational Development and Support
2005 - 2009	Ministry of Economic Development Director Legal
2002 – 2005	Ministry of Social Development Deputy Chief Legal Advisor/ Litigation Manager

Academic Qualifications and Professional Memberships

1990 Bachelor of Laws (Hons), University of Otago

Management and Leadership Training

2016 Global Women Breakthrough Leaders Programme
2014 Australia and New Zealand School of Government, Executive
 Fellows Programme



Appointment of acting Deputy Public Service Commissioner

A handwritten signature in blue ink, reading 'Cindy Kiro'.

Governor-General

Pursuant to Schedule 4 clause 2(1) of the Public Service Act 2020,
I, the Right Honourable Dame Cindy Kiro, GNZM, QSO, Governor-General of New Zealand,
hereby appoint:

Gaye Marie Searancke

to act as Deputy Public Service Commissioner for a term
commencing on 27 March 2023 and ending on 30 January 2024.

Given under the hand of Her Excellency the Governor-General of New Zealand and issued this 6
day of March 2023.

A handwritten signature in blue ink, reading 'Chris Hipkins'.

Rt Hon Chris Hipkins
Prime Minister



Wellington, 6 March 2023

Her Excellency the Governor-General of New Zealand is respectfully advised to appoint,
pursuant to Schedule 4 clause 2(1) of the Public Service Act 2020

Gaye Marie Searancke

as acting Deputy Public Service Commissioner from 27 March 2023 to 30 January 2024.

A blue ink signature of Rt Hon Chris Hipkins, consisting of stylized initials and a surname.

Rt Hon Chris Hipkins
Prime Minister

Appointed

A blue ink signature of the Governor-General of New Zealand, appearing to read 'Cecily Kereiro'.

Governor-General of New Zealand

6 / 3 / 23