



13 AUG 2018

File Ref: OIA 37677

[REDACTED]

Tēnā koe [REDACTED]

Official Information Act request

Thank you for your information request dated 25 July 2018, regarding legal staff for the past five years.

Your request has been considered in accordance with the Official Information Act 1982 (the Act).

Your questions and my responses are set out below:

1. *What assessment(s) have been done by your organisation (including but not limited to assessments for the purpose of reporting to the SSC and or any other governmental authority) to check that women legal staff are not being paid less and are not less likely to get promotions than male legal staff because of gender discrimination?*

There have been no assessments undertaken by Te Puni Kōkiri regarding gender discrimination within the legal team. Our legal roles are included in the annual data submission to the SSC that reports on gender pay as part of the Public Service Workforce Data annual report.

2. *If any assessment has been done:*
 - *What type of tool or analysis was used to make the assessment?*
 - *What were the results of the assessment?*
 - *What steps have been taken by your organisation to remedy any differences that were identified in pay or promotion opportunities? Eg have you made any adjustments in pay for women legal staff?*
 - *What steps have been taken by your organisation to monitor the setting of pay and giving of promotions to ensure gender discrimination (including unintentional discrimination) does not impact on these processes in the future?*

Not applicable.



3. If no such assessment has been done, the reasons for this.

There has been no reason or question of any discrimination bias raised that would have prompted any assessment.

4. What policies or processes does your organisation have in place to assist to prevent gender discrimination?

Our recruitment process requires panel interviews and salary review recommendations are moderated and approved at a level higher than the reporting manager, which we believe mitigates discrimination. Any decisions regarding recruitment, promotion or remuneration increases are not the sole authorisation of the reporting manager.

5. What provision does your organisation have for flexible work arrangements for legal staff (both men and women)?

Te Puni Kōkiri has a policy that provides guidelines and establishes procedures to ensure all employees have a clear and consistent understanding of their ability to seek a change in their working arrangements (hours and/or location), so as to better meet their responsibilities at home. This policy covers all staff of both genders.

6. What numbers of men and women (please identify both groups separately) have had flexible work arrangements for the purpose of looking after children in the past 5 years?

Staff may have flexible working arrangements for a variety of reasons i.e. care responsibilities for children, parents, as well as plain lifestyle choice. In the Legal Services team, one female employee has a flexible working arrangement in relation to childcare. Te Puni Kōkiri does not record the actual number of men and women who have had flexible work arrangements and the purpose.

7. What steps have been taken by your organisation to ensure that gender discrimination does not negatively impact on women legal staff returning to work after having a baby and/or who work flexibly?

In the past five years there has not been the opportunity to require us to take any steps in this regard.

8. What training has been given to managers in your organisation to assist them to ensure that processes they implement and decisions they make do not, even unintentionally, discriminate against women legal staff.

No specific training has taken place to assist managers, however consideration of requests is undertaken with support from Human Resources.



9. What steps has your organisation put in place to ensure that gender discrimination does not impact on recruitment decisions?

We have a thorough recruitment process that utilises various measures and the final decision must be approved by one-up Manager including specific reasons why a candidate is preferred.

I trust my response satisfies your request.

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Please note that Te Puni Kōkiri publishes some of its OIA responses on its website, after the response is sent to the requester. The responses published are those that are considered to have a high level of public interest. We will not publish your name, address or contact details.

If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact Tia Choi, Senior Ministerials Advisor, Ministerials and Business Support via choit@tpk.govt.nz.

Ngā mihi



Fiona McBeath
Manahautū Tuarua Te Puni Tautoko | Deputy Chief Executive, Organisational Support

