



# 2019

## Annual Report

*For the year ended 30 June 2019*

## Te Pūrongo-ā-Tau

*Mō te tau i mutu i te 30 o ngā rā o Pipiri 2019*

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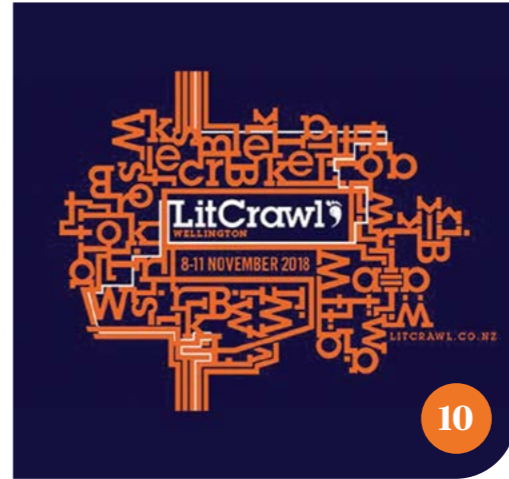
Presented to the House of Representatives pursuant  
to section 44(1) of the Public Finance Act 1989

SUFFRAGE 125  
Whakatū Wāhine

SUFFRAGE 125  
Community Fund  
initiatives



Through the Suffrage 125 Community Fund programme, the Ministry supported 41 projects that celebrated the Suffrage 125 anniversary and helped improve lives for women and girls in Aotearoa New Zealand.



## EDIT FOR EQUITY

Art & Literature: Adam Art Gallery  
12pm - 4pm, 13th October  
editforequity.nz



- 'Girl Power' Kāpiti Coast
- Ashburton community Suffrage 125 celebrations
- Celebrating the women of Malvern: A Suffrage 125 project
- Christchurch Suffrage 125 hui
- Digital recordings of Waikato women
- Empowering Women to Grow and Connect
- Heretaunga Suffrage 125
- Kantha Connections – Celebrating 125 years of suffrage through diversity
- Katikati Suffrage 125 commemoration
- Mana Muse project
- Mamas of Leadership in Porirua
- Mana Wāhine Whakatāne
- Oamaru Victorian Heritage celebrations
- Palmerston North Girls' High School 125 Years of Suffrage celebration
- Pūrākau Hākui
- Remarkable Women: Celebrating 125 years of Women's Suffrage and modern-day heroines
- Speak Up – Korerotia suffrage-themed radio show
- Suffrage 125 Tauranga
- Taihoa e hoa: Natives be Woke
- Tino Rangatiranga Wāhine
- UWHA
- Vaine – Moana Nui o Kiwa: Women across the Pacific
- Waiheke Women celebrate Suffrage 125
- Waikato 125
- What IF (intersectional feminism)?
- Women in Music, Aotearoa
- Wise Wāhine Speak community forum
- WORD Christchurch Festival 2018: Suffrage 125
- #Trailblazing125
- Suffrage to #me too – 125 years of working women
- 125 for 125
- A Well-Being Framework for Ethnic Women
- Are We There Yet? Discovery Kit
- Digitisation of Women's Studies Journal
- Women Like Us
- INTERNATIONAL
- Suffrage 125 Wikipedia Edit-a-thon

A 42nd project was allocated money but then did not go ahead, the funds allocated were used to administer the Fund.



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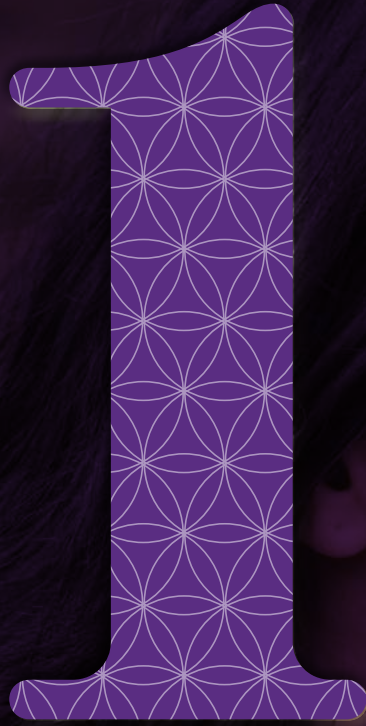
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## Chief Executive's overview

### Tēnā koutou katoa

I'm pleased to present the Ministry for Women's activities and achievements for 2018/19.

This year saw organisations and individuals rising to challenge gender inequality in their own right. As a small ministry, I am heartened that many people share our goals for women and girls in this country. It makes a big task manageable when you know you are not alone.

Because of this, we were able to reset our approach and our future direction. For the first time in a while, we have set ourselves a vision: that New Zealand is the best place in the world to be a woman or girl, that wāhine succeed as Māori and that gender is not a barrier to wellbeing. We are moving into new areas like unpaid work and increasing our focus on outcomes for Māori women.

And we are still meeting our existing commitments. We reached a record level of women's participation in state sector boards and committees (47.4 percent) and the gender pay gap remained relatively steady on 9.3 percent, its third-lowest level since measurement began in 1999. Through working with the State Services Commission (SSC), we are implementing the state sector's action plan to eliminate the gender pay gap in the public service, and focusing – with the Ministry for Business, Innovation and Employment (MBIE) – on pay equity for all women in the workforce. The new Joint Venture Business Unit, which focuses on family and sexual violence, is a substantial commitment to enhancing outcomes in this area.

Funding in Budget 2019 enables us to partner with Te Puni Kōkiri to establish a new team to focus on improving outcomes for wāhine Māori, with an initial focus on the Mana Wāhine Kaupapa Inquiry. This is our third significant partnership and, while it takes effort, combining the expertise and resources from multiple agencies means we have a more robust approach to improving outcomes.

Last year, we said we wanted to enhance our leadership and impact across the system. A big step towards that objective was the 1 July 2019 release of Bringing Gender In, an online tool to help agencies undertake their own gender analysis of their policies. This will reduce the need for us to undertake second-opinion advice and improve outcomes for women because their needs will be addressed early on in the policy development cycle. We will be able to concentrate on leading impactful, evidence-based analysis in new areas.

As the Government's principal advisor on improving the lives of New Zealand women and girls, I am pleased with our successes throughout the year led by our small dedicated and hardworking team. But it is also a reminder of what still remains to be done so the lives of all women and girls are made better.

Me mahi tahi tātou mō te orange o te katoa.

**Renee Graham**  
Chief Executive

## Our highlights for the year

### The contribution of women and girls is valued

In 2017, we gained agreement from the Government to set a target of 50 percent women's representation on state sector boards and committees. We are well on track to meet that target and, in the year ended 31 December 2018, we reached the highest percentage ever: 47.4 percent – up from 45.7 percent in 2017.

As part of the Action Plan to Eliminate the Public Service Gender Pay Gap, we now have women leading 50 percent of core government departments.

In December 2018, the Waitangi Tribunal formally initiated the Mana Wāhine Kaupapa Inquiry into claims alleging prejudice to wāhine Māori (Māori women) arising from breaches of the Treaty of Waitangi, in both historical (pre-September 1992) and contemporary times.

We received extra funding of \$6.172 million over four years in Budget 2019 to coordinate and lead this work to improve the wellbeing of wāhine Māori, partnering with Te Puni Kōkiri, to leverage the strengths of both agencies.

We developed Bringing Gender In (launched on 1 July 2019), a gender analysis tool to be used across government for better policy outcomes for New Zealand women and girls. This will help ensure that a gender lens is included in government policies from the outset.

Suffrage 125 commemorations continued throughout 2018 highlighting the contribution to social change made by women from the suffragists right through until today. The Suffrage 125 Community Fund awarded \$300,000 to 42 initiatives throughout Aotearoa New Zealand.

### All women are financially secure and can fully participate and thrive

In 2019, the overall gender pay gap for New Zealand is 9.3 percent. The gender pay gap within the core public service is currently 12.2 percent with the pay gaps for Māori and Pasifika women roughly double this figure.

We have played a key role in the Gender Pay Gap and Pay Equity Taskforce as part of the Action Plan, including the development of the Gender Pay Principles and Gender Pay Gap Action Plan, and guidelines for starting salaries in the public sector. This work is continuing into the 2019/20 financial year.

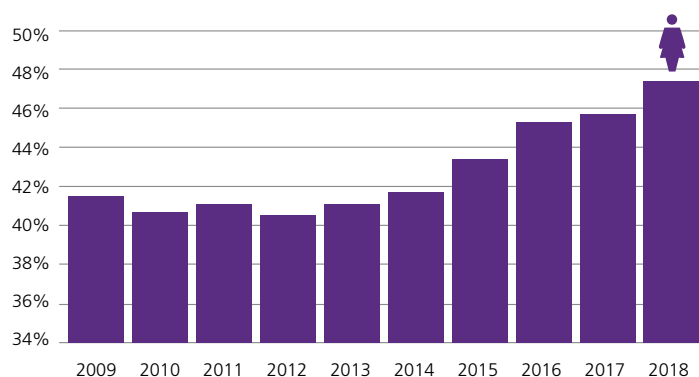
There are 36 agencies that now have their own action plans for closing their gender pay gaps. Part of this includes a pilot by 15 public service

Women  
make up  
**50%**

  
of public service  
**chief executives**  
SSC, December 2018

### Monitoring progress

Women's participation on state sector boards.  
**Trend analysis of women on board progress over 10 years**



agencies to trial flexible work by default. The Ministry for Women is one of these pilot agencies.

We worked with MBIE as supplementary advisors on the Equal Pay Amendment Bill, including attending Select Committee hearings, and assisted with the preparation of the departmental report presented to the Education and Workforce Select Committee in April.

### All women and girls are free from all forms of violence and harassment

The Budget 2019 allocation of \$320.9 million over four years for eliminating family and sexual violence will allow a greater focus on prevention and more integrated responses to women and girls affected by family violence and sexual violence.

We provided ongoing support to the Joint Venture Business Unit (JVBU) and ensured advice provided by the JVBU to the Government on the national plan and action plan on family violence and sexual violence included a gendered perspective. Part of our support included a literature review on international best practice about

preventing and responding to sexual harassment in the workplace to support cross-government work on sexual harassment led by the JVBU.

### Reputation and leadership

We assisted the Government in several important areas of policy review and development, including making submissions to the Tax Working Group and to the Law Commission's advice on an alternative approach to abortion law.

We continued to work with Global Women and the Champions of Change on women in leadership initiatives and the work on closing the gender pay gap. We have also continued our sponsorship of the Public Policy category of the Women of Influence Awards to recognise women leaders across New Zealand, particularly those leading in the public service.

To encourage the development of youth leaders, the Ministry supported Wāhine Kākano, two events held in Auckland and Rotorua, and the Tumeke Enterprise Youth Summit and Youth Awards. These were held in early July 2019, but funding was granted in the 2019 financial year.

The Ministry also supported the Federation of Māori Authorities Huihuinga Wāhine (Māori Women's Leadership Conference) in Auckland in early July 2019.

### Raising New Zealand's voice internationally

We supported ministerial attendance at the 63rd session of the Commission on the Status of Women (CSW) – the highest-level international forum on gender equality and women's empowerment held at the United Nations (UN). We also attended the Convention on the Elimination of all forms of Discrimination Against Women by Parliamentary Under-Secretary (Sexual and Domestic Violence Issues) Jan Logie where New Zealand's work on improving outcomes for women was recognised in some areas and other areas were specified for more action.

In June, the Ministry for Women was also represented at the Women Deliver 2019 Conference in Vancouver, a Gender Mainstreaming Workshop in Taipei and at the Single Economic Market Senior Officials Meeting in Canberra.

Women are participating in the

**LABOUR FORCE** *more than ever before*

 **65.7%** 2019  **53.4%** 1989

Stats NZ, HLFS 1989, 2019

**WOMEN'S** *unemployment*

 **4.3%** 2019  **6.6%** 1989

Stats NZ, HLFS 1989, 2019

Women earn **9.3%** less per hour than men



Stats NZ (2019)



## Celebrating the 125th anniversary of women's suffrage in New Zealand

*The 125th anniversary of women's suffrage in New Zealand in 2018 gave the Ministry a platform to engage New Zealanders on this historic occasion and encourage further achievements in equality, diversity and leadership.*

The Suffrage 125 strapline, 'Whakatū wāhine' (women stand up), represented the suffrage ideals of standing up and standing strong for women and gender equality. This has strong links to the Government's aims to improve the lives and equality of New Zealand women and their whānau and strengthen women's participation.

The celebrations started in March 2018, and our previous annual report covers celebrations up until June 2018.

Suffrage 125 achieved many of our aims and received significant national and local coverage in the media, as well as extensive social media engagement. This engagement has led to more information being available about women's history in New Zealand and an increased interest in the visibility of women's stories (through exhibitions, art, stories and online resources). On two occasions – 19 September 2018 (the

anniversary of the Suffrage Bill passing) and 28 November 2018 (the anniversary of the first ballots by women being cast) – #Suffrage125 was the top trending topic on Twitter in New Zealand. Colmar Brunton research found that 53 percent of New Zealanders were aware of Suffrage 125 and 3 percent of New Zealanders attended a Suffrage 125 event.

The Ministry also ran, and participated in, a number of events in the second half of 2018 to celebrate the anniversary. These included:

- a parliamentary celebration on Suffrage Day which saw a portrait of Māori suffragist Meri Te Tai Mangakāhia presented to Parliament
- the launch of the Suffrage 125 Community Fund which awarded \$300,000 to 42 initiatives commemorating Suffrage 125 around New Zealand

- Kate Talks, a TEDx Talks-type event in Dunedin with an attendance of several hundred and streamed via Access Radio across New Zealand.

The Ministry acknowledges the strong working partnerships for this programme with Manatū Taonga Ministry for Culture and Heritage and Te Tari Taiwhenua the Department of Internal Affairs. The Ministry is also grateful to Te Puni Kōkiri and the Ministry for Pacific Peoples for their support.







*Who we are  
and what we do*

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## Our role and purpose

***We are the Government's principal advisor on improving the lives of New Zealand women and girls. Our vision is that Aotearoa New Zealand is a great place to be a woman or girl, wāhine Māori succeed as Māori and gender is not a barrier to wellbeing.***

### Our focus

To achieve our vision, we will focus on achieving three strategic outcomes:

- the contribution of all women and girls is valued
- all women and girls are financially secure and can fully participate and thrive
- all women and girls are free from all forms of violence and harassment.

These outcomes are broader than our previous focus which was on economic independence, leadership and safety. While we will continue to work on these areas, the broader framework enables us to identify opportunities to serve a wider range of women and a wider range of issues than we are currently able to do. Importantly, they align with

recommendations made by the UN Convention of the Elimination of Discrimination Against Women (CEDAW) Committee. We are able to do this because of the significant traction we gained on issues such as closing the gender pay gap in the public service and enhanced targets for women on boards. The implementation of these significant programmes enables us to refocus our activities.

### Our strategy

We have identified three strategies that will drive our approach over the next four years. We will:

- lead work that improves outcomes for all women and girls

- increase our leadership and impact (in both government and wider society)
- deliver excellence and grow our reputation.

The first two strategies determine what we work on and how we do it. The third strategy is about building our capability for advice and enhancing the service we provide. Underpinning these strategies are our organisational behaviours and key principles. Our internal behaviours and principles complement our public service values set out in the State Sector Act 1988.



## *What we did and how well we did it*

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This following section demonstrates the contribution we made and the impact of our work during the year. It provides detailed reporting on our achievements and how our work made a difference.

## The contribution of all women and girls is valued

***New Zealand's success as a country is dependent on unlocking the contribution of all our people, both women and men, across all aspects of society.***

The outcomes we seek in this area are:

- better understanding, recognition and acknowledgement of the value of women's work – paid and unpaid
- increasing visibility of women's contribution in paid and unpaid work
- strengths of wāhine Māori and their role are recognised
- increasing the diversity of New Zealand women is recognised and catered for in government policies and services
- women's representation in leadership and government is increased
- New Zealand's international reputation is enhanced.

### **Increasing understanding and visibility of women's contribution in paid and unpaid work**

Our Nominations Service provided more than 40 names for the Minister for Women to nominate for New Zealand Honours, with more than half of them being successful.

Our strategic outcomes include better understanding, recognition and acknowledgment of the value of women's work – paid and unpaid. With this in mind, we have started

work exploring women's unpaid work and its contribution to New Zealand society. We commissioned nine think pieces from influential New Zealanders which will provide a basis for wider discussion on women and unpaid work. These were published on our website in September 2019 and shared across our communication channels.

### **Strengths of wāhine Māori and their role are recognised**

In December 2018, the Waitangi Tribunal formally initiated the Mana Wāhine Kaupapa Inquiry into claims alleging prejudice to wāhine Māori (Māori women) arising from breaches of the Treaty of Waitangi, in both historical (pre-September 1992) and contemporary times.

We received extra funding of \$6.172 million over four years in Budget 2019 to coordinate and lead this work to improve the wellbeing of wāhine Māori, partnering with Te Puni Kōkiri.

In July 2019, we began recruiting for our Mana Wāhine joint rōpū with Te Puni Kōkiri. While the rōpū's primary focus is to service the Inquiry, it will also help the Ministry's focus on our strategic outcomes to improve outcomes for wāhine Māori and their whānau, capitalising on their strengths as wāhine Māori.

### **Increasing the diversity of New Zealand women is recognised and catered for in government policies and services**

During the year, we developed Bringing Gender In, which was released on 1 July 2019. Bringing Gender In is an online tool to assist policy advisors explore the gender impacts of any policy as they move through the policy process. This will lead to better gender analysis across government and reflects Strategic outcome one of our Statement of Intent which leads to New Zealand women being better recognised and catered for in government policies and services. This also demonstrates our desire to increase our leadership and impact across the public service.

It prompts thinking with key questions, provides examples of good practice and links to useful data sources and other relevant material. It provides a simple, user-friendly means for discovering whether a policy has gender implications, as well as the means for carrying out analysis.

Bringing Gender In was launched at Parliament by Minister for Women, Julie Anne Genter, in front of an audience of key policymakers. Initial feedback has been extremely positive and we will report on this more in next year's annual report.

We also completed a survey of gender analysis in Cabinet papers from the second half of 2018, and worked with the Policy Project team in the Department of the Prime Minister and Cabinet on how Bringing Gender In can be used across government for better policy outcomes for New Zealand women and girls.

### Women's representation in leadership and government is increased

Following the announcement in July 2018 of the Government's target of 50 percent of women on state sector boards and committees by 2021, we developed an action plan to support the achievement of the 50 percent target. This included focusing on increasing accountability through collective action by the Government, tracking progress and by increasing demand for, and improving the supply of, women candidates.

Women now make up 47.4 percent of state sector boards and committees – the highest level ever – demonstrating considerable progress towards the Government's target. Women also hold almost 48 percent of senior public service leadership positions, and 50 percent of Chief Executive positions in core government departments.

Our Nominations Service continues to assist with the recruitment of suitable women for vacancies on state sector boards. Over the year, we nominated 644 women for 360 vacancies on state sector boards and committees. We also introduced a new section of our website, Journey to Appointment, highlighting the appointment process for potential candidates, and updated My Board Strengths, an online tool that takes women through a self-assessment process to see if they might be ready for governance.

In our Statement of Intent 2018–2022, we made a commitment to increase the recognition of New Zealand's diverse women. With this in mind, we began collaborating with our agency partners, including the Office of Ethnic Communities, to look at how we can include ethnicity data in our stocktake of boards and committees. This will give us better information about the ethnic makeup of our boards and how we can increase that diversity to ensure better representation for all New Zealanders.

#### *Making a difference in the private sector*

While our focus in 2018/19 has been leadership in the state sector, and there has been great progress there, the private sector is significantly lagging behind. Women hold only

22 percent of board positions and 23.5 percent of senior leadership positions in New Zealand Stock Exchange (NZX) listed companies. There are still 27 NZX listed companies that have no women on their boards.

In July 2018, we held a Women in Leadership symposium to coincide with the release of Women in Governance which incorporates the gender stocktake.

We worked with SUPERdiverse Women running three workshops, featuring well-regarded board members Rob Campbell, Lyn Lim, and Cathy Parker, for diverse women to explore the realities of governance and how to get 'board-ready'.

Encouraging change across the private sector is an area where there is more work to be done. As a government department, the Ministry has more direct influence over the public sector and with the positive results in the public sector we hope to encourage change in the private sector by leading by example.

### *The contribution of all women and girls is valued*

- Women's representation on state sector boards and committees reached an all-time high of **47.4 percent in 2018**.
- Established a new rōpū with Te Puni Kōkiri to **improve outcomes for Mana Wāhine**.
- **Bringing Gender In**, a gender analysis tool, developed.
- We drafted the chapter of New Zealand's progress on the UN Sustainable Development Goal 5 (Gender Equality) in **New Zealand's Voluntary National Review**, presented in July 2019.
- We represented New Zealand at **APEC, CSW**, and the examination of our progress at **CEDAW**.

1 Strategic outcome



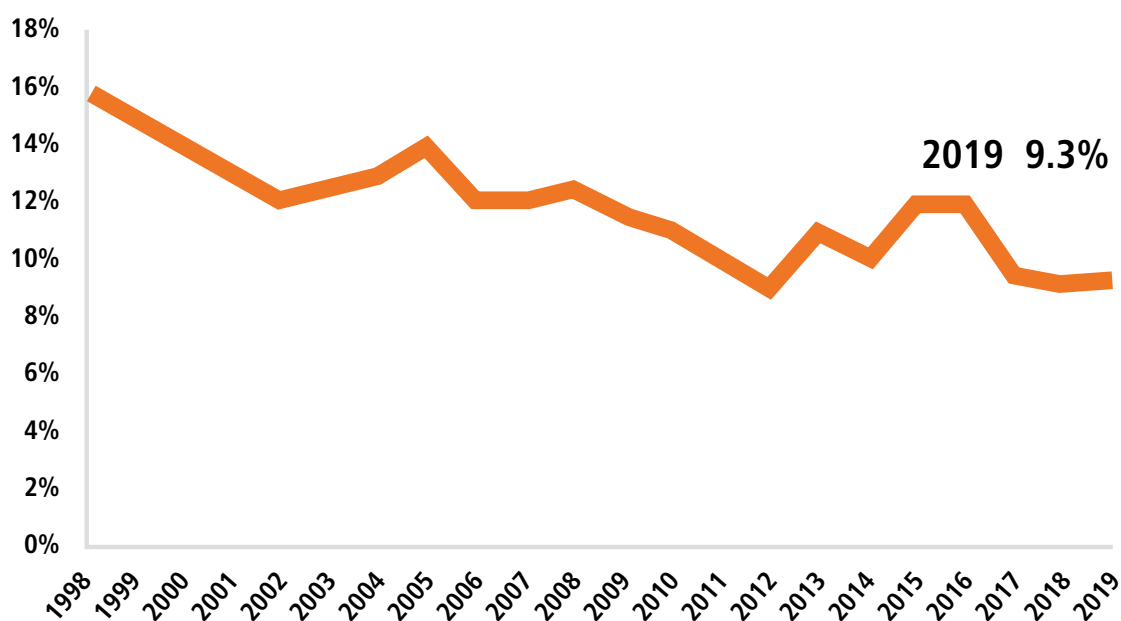
## All women and girls are financially secure and can fully participate and thrive

**Women need equal opportunities to realise their strengths and participate fully in their local communities and wider society. Women are less financially secure and participate in the labour force less than men – and that is particularly more pronounced among Māori and Pacific women. We want health and wellbeing opportunities and choice that is suited to the particular life stage a woman is at and the aspirations she has.**

The outcomes in this area are:

- disparities of outcomes for and between women are reduced through:
  - contributing towards closing the gender pay gap
  - assisting with implementing changes to address pay equity
  - assisting with the introduction of a new pay transparency regime
- increased visibility of women’s contribution in society through media and online channels
- dismantling stereotypes and barriers that discourage women and girls participating and thriving in non-traditional fields of work and study
- building understanding of working conditions for women, including wāhine Māori, Pacific women, women with disabilities, transgender women, migrant women and young women in all areas of employment
- supporting increasing access to high-quality childcare
- contributing to measures that improve quality and accessibility of health services for women
- a stronger awareness of experiences of older women.

*New Zealand gender pay gap 1998-2019*



Source: Stats NZ



### Closing the gender pay gap

Since 2016, we have taken a strategic lead on actions to close the gender pay gap. We commissioned research by Professor Gail Pacheco of Auckland University of Technology (AUT) that showed that 80 percent of the gender pay gap could not be explained by easily measured factors. Since then we have moved from increasing awareness and understanding, to advising employers on actions they can take to close their gaps through releasing guidelines they could follow.

The national gender pay gap is 9.3 percent – while this is trending down, any gap is unacceptable. In an effort to demonstrate its leadership and encourage the private sector, the Government has committed to eliminating the gender pay gap in the public service, with substantial progress to be made in this parliamentary term. The gender pay gap within the core

public service is currently 12.2 percent – the lowest gap since measurement began 18 years ago.

We are a key part of the Gender Pay Principles Working Group (which includes SSC and unions) which developed the Gender Pay Principles. These were accepted by the State Services Commissioner, and then launched in July 2018. We are part of the Gender Pay Gap and Pay Equity Taskforce (which sits within SSC). The Taskforce's role is to implement the Action Plan for Eliminating the Public Service Gender Pay Gap, which was released in July 2018 by Minister of State Services Chris Hipkins and Minister for Women Julie Anne Genter. The Action Plan builds on the existing commitment of public sector chief executives to close gender pay gaps and create a more diverse and inclusive public service. It adds more focus, accountability and urgency to work that was already happening and as

a result has issued guidance to support both the Principles and the Action Plan milestones – the Ministry plays a key role in coordinating this work. Recently, the Taskforce issued guidelines to agencies on ensuring gender doesn't have any influence on starting salaries for the same roles.

We were a finalist in the SSC Spirit of Service Award (Leadership in Governance category) for this work.

### Assisting with implementing changes to address pay equity

Our contribution to the Government's policy development and engagement on pay equity increased, and we worked with MBIE and SSC to support the Minister for Workplace Safety and Relations and Minister for Women in developing pay equity legislation. The Equal Pay Amendment Bill was

introduced into Parliament on 19 September (Suffrage Day) by Minister for Workplace Relations, Hon Iain Lees-Galloway. The Ministry appeared at Select Committee for the Bill in a supplementary advisor role, providing advice and information. We have also undertaken research into pay transparency in jurisdictions overseas to help build the evidence base for New Zealand.

Closing the gender pay gap in the public sector and implementing pay equity legislation are an important part of Strategic outcome two of our Statement of Intent.

Another key part of this strategic outcome is our commitment to dismantle stereotypes and barriers that discourage women and girls from participating and thriving in non-traditional areas. Suffrage 125 celebrations provided an excellent way for us to celebrate women challenging the status quo from before 1893 until today. This saw extensive coverage

across traditional and social media channels, and excellent results in a Colmar Brunton survey which showed that 53 percent of all New Zealanders were aware of the Suffrage 125 programme. We also continue to celebrate women's successes – in particular in non-traditional areas – in posts on our social media channels.

### Increased visibility of women's contribution in society through media and online channels

The Ministry has four active social media profiles: LinkedIn, Twitter, Facebook, and Instagram. We use these channels to promote the work we do, government announcements related to women, as well as highlight and champion significant contributions and success of New Zealand's women. Our follower numbers are growing steadily from a small base, and we recently celebrated reaching 9,000 followers on LinkedIn.

### Contributing to measures that improve quality and accessibility of health services for women

We have begun to build an evidence base around period wellbeing (sometimes labelled 'period poverty'). Improving menstrual health management can substantially improve girls' education, health and wellbeing.

Period wellbeing is a complex issue, and requires a number of different agencies and organisations to work together to co-develop solutions. We are working with other government agencies and non-governmental organisations (NGOs) on a project being led by KidsCan, to identify the issues and barriers that period wellbeing poses, especially in terms of school attendance and how it affects low-income women. This is an area we expect to make more progress on in the coming year.

## 2 Strategic outcome

### *All women and girls are financially secure and can fully participate and thrive*

- Formed the **Gender Pay Gap** and **Pay Equity Taskforce** with SSC, driving the action plan to eliminate the Gender Pay Gap in the public sector.
- Public sector gender pay gap is **12.2 percent** – its lowest level ever.
- Coordinated the launch of the **Gender Pay Principles** in conjunction with SSC, unions, and ministers.
- Worked closely with MBIE and SSC in developing **pay equity legislation** – currently going through Parliament.
- Used the high level of awareness of **Suffrage 125 anniversary** as a way to have discussions on more progress for women and recognise individual women's contributions.
- Continued growth in our **social media channels** – especially LinkedIn.





# All women and girls are free from all forms of violence and harassment

*Despite a focused effort across government for a number of years in this outcome area, rates of family violence and sexual violence remain high and unacceptable. Violence against women and girls is widespread in New Zealand. Women are more likely than men to suffer abuse from a partner, including repeat victimisation, and more likely to suffer sexual violence. The impacts are serious, long-lasting and sometimes fatal. Safety is a fundamental driver of wellbeing and women's and girls' lives need to be free from all forms of violence and harassment.*

The outcomes in this area are:

- all women and girls feel safer and there is a reduction in gender-based violence
- increased awareness of those disadvantaged or at greater risk of harm.

## All women and girls feel safer and there is a reduction in gender-based violence

The Government intends to significantly increase its prevention actions in our communities so we build a culture of non-violence, and change those attitudes and behaviours that

enable and condone violence. This is not work that can be done by any one agency, so the Government has created the Joint Venture Business Unit (JVBU) that sits within the Ministry of Justice.

The Budget 2019 allocation of \$320.9 million over four years for eliminating family and sexual violence will allow a greater focus on prevention and more integrated responses to women and girls affected by family violence and sexual violence.

The Government also made significant legislative changes to help keep women and children safe through the Family Violence Act 2018 which replaces the Domestic Violence Act

1995, Family Violence (Amendments) Act 2018 and amending the Care of Children Act 2004.

Strategic outcome three of our Statement of Intent has us committed to seeing all women and girls feeling safer and for a reduction in gender-based violence. This is a lofty goal, and one which will take a number of years to achieve working alongside our partners.

The Ministry of Justice released the results of the first New Zealand Crime and Victims Survey. This survey measures incidences and experiences of crime, and will help government agencies to create safer neighbourhoods and communities.

**3 Strategic outcome**

## All women and girls are free from all forms of violence and harassment

- **Joint Venture Business Unit** established with the Ministry for Women actively providing support.
- The new **Crime and Victims Survey** will help increase our awareness and understanding of those disadvantaged or at greater risk of harm.
- Published a literature review on international best practice on **sexual harassment**.

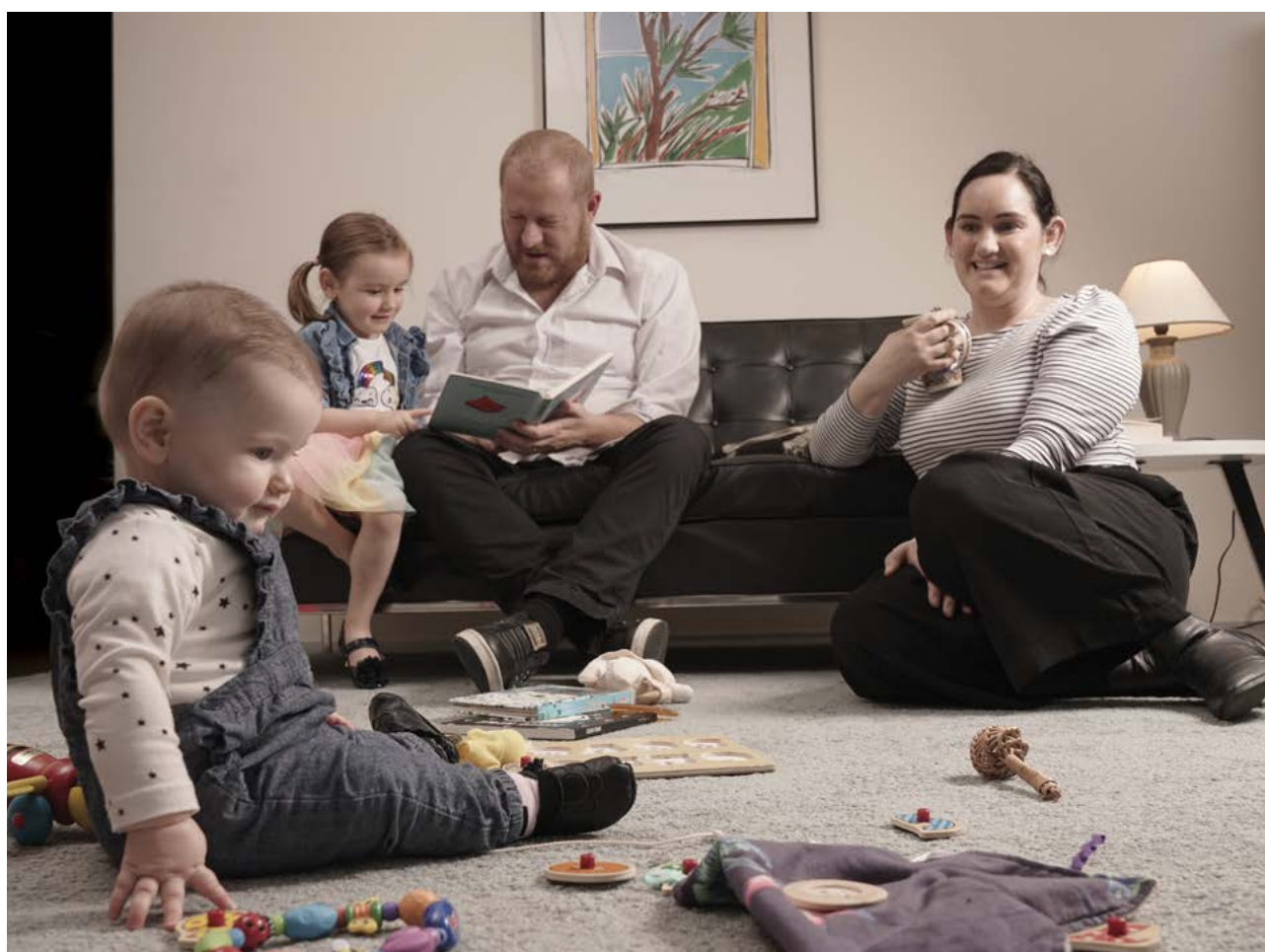


The survey gives us a benchmark to measure against our progress in future years, especially in areas where women are particularly affected, such as sexual and family violence. The survey results should not be compared with its predecessor, New Zealand Crime and Safety Survey, or with international crime research due to differences in the methodologies.

***We are contributing to cross-government work to improve the system response***

The Ministry commissioned a literature review on international best practice about preventing and responding to sexual harassment in the workplace to support cross-government work on sexual harassment undertaken by MBIE, the JVBU and SSC.

The JVBU's role is to lead an effective whole-of-government response to family violence and sexual violence. As a member of the officials group, we provided ongoing support to the JVBU and ensured advice provided by the JVBU to the Government on the national plan and action plan on family violence and sexual violence included a gendered perspective. We also seconded a Ministry Director, Policy to the JVBU to support its work.



## Leading New Zealand's reporting on its international commitments

***New Zealand is signatory to a number of international agreements about the status of women and gender equality. In many areas, New Zealand has a proud record on women's achievements and gender equality; however, there is still much to be done. International engagement helps us to identify where to focus policy attention, as well as helping to build our knowledge within New Zealand about what works in making a difference in advancing women's wellbeing.***

The Ministry leads the Government's international reporting on the status of women and builds its expertise on gender issues through collaboration with officials in other jurisdictions, sharing our experience and learning from others.

### Commission on the Status of Women

We supported ministerial attendance at the 63rd session of the Commission

on the Status of Women (CSW) and again included an NGO representative (Helen Swales from the New Zealand Federation for Business & Professional Women) on the official CSW delegation. CSW is the highest-level international forum on gender equality and women's empowerment held at the UN Headquarters in New York each year. Minister for Women, Julie Anne Genter, spoke about New Zealand's efforts to playing its part with work on the Zero Carbon Bill with the aim

of placing Aotearoa on a pathway to transitioning to a low-emissions climate-resilient economy.

At CSW, Minister Genter also reaffirmed New Zealand's commitment to working with Māori to develop better solutions based on Māori values and approaches to overcome specific barriers that ensure Māori women in particular suffer poor health, education, economic and social outcomes than all other women in New Zealand society.



While attending CSW, news broke of the terror attacks on two mosques in Christchurch with the loss of 51 lives. Delegates from all countries offered their sympathies and concern for New Zealand and their heartfelt sympathies to the Minister and Ministry officials.

### Meeting our international obligations

We are also responsible for coordinating progress reports, attending international forums and ensuring that New Zealand is fully compliant with our international obligations to improve the status of women.

We agreed to a simplified process for reporting back on the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW).

In July 2018, we supported Jan Logie, Parliamentary Under-Secretary (Sexual and Domestic Violence Issues) in Geneva, Switzerland, to present to the CEDAW Committee the New Zealand Government's record in relation to CEDAW, and engage in constructive dialogue with the Committee on this. The 82 recommendations arising from the Committee show that New Zealand still has work to do.

The Ministry is the lead agency on Goal 5, Gender Equality, of the UN Sustainable Development Goals.

We work to ensure that all of the Goals are progressed in a way that ensures effective sustainable development for women and girls. We drafted the chapter on Goal 5 for New Zealand's Voluntary National Review presentation on our progress against the Sustainable Development Goals, which was presented in July 2019 at the UN Headquarters in New York. Our work on Goal 5 focuses on gender inequalities that exist around pay equity, the gender pay gap, family and sexual violence and economic outcomes for women – particularly Māori and Pacific women.

We represented New Zealand at the Asia-Pacific Economic Cooperation (APEC) Policy Partnership on Women and the Economy held in Chile in May 2019. We provided policy advice to the APEC Policy Partnership on Women and the Economy Working Group. With Ministry of Foreign Affairs and Trade (MFAT) and SSC, we are preparing for the APEC Women and the Economy Forum in Chile. We are continuing to work with MFAT to prepare for New Zealand's APEC host year in 2021.

In June, the Ministry for Women was also represented at the Women Deliver 2019 Conference in Vancouver, Canada. Women Deliver is the world's largest conference on gender equality and the health of women – 9,000 delegates attended this year.

In preparation for Women Deliver 2019, we supported the Prime Minister's office to script and record

an audio-visual presentation from the Rt Hon Jacinda Ardern. A feature of the conference was the large number of high-powered and influential women, including government leaders and women from politics, business and the NGO sector.

In June 2019, Ministry representatives also attended a Gender Mainstreaming Workshop in Taipei and the Single Economic Market Senior Officials Meeting in Canberra.

We work collaboratively with NGOs on international issues. We convened quarterly meetings of the Ministry's International Women's Caucus, a forum for government agencies, NGOs and individuals to work collaboratively on international issues relevant to the interests and wellbeing of women. The Caucus works to enhance New Zealand's capacity to contribute to international forums by sharing information and coordinating participation.

### Our focus for the next year

Over the next year, our focus is monitoring progress against the CEDAW recommendations, reporting against four recommendations due. We are also focused on enhancing our presence at APEC in the lead-up to APEC being held in New Zealand in 2021.

## Are we making a difference?

***The Ministry undertakes an annual stakeholder survey, through Research First. In this year's survey, 88 percent of stakeholders agreed that the work the Ministry does with their agency was 'valuable' or 'very valuable'.***

The survey split stakeholders into two groups: main stakeholders and Nominations Service stakeholders.

Eighty-eight percent of main stakeholders reported that the quality of evidence, analysis and advice provided by the Ministry is meeting or exceeding their requirements.

The information most widely sought by stakeholders was around equal pay/gender pay gap, governance and leadership, the gender analysis tool, ageing and domestic violence issues.

In these areas we received some really positive comments:

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***They've commissioned some really good research that's been really useful around areas of pay equity and parental leave.***

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”  
***We use their advice all the time in terms of our negotiations.***

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***We love the dashboards and tools they have developed.***

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Eight of nine stakeholders surveyed who used the Nominations Service found the quality to meet or exceed their requirements, and that the Ministry followed through on what it committed to do. However, there is room for improvement in Nominations with only two-thirds perceiving the delivery of Nominations to be thorough.

Overall, the results showed the Ministry is making a positive difference, but there is room for improvement. The Ministry's small size, and low Māori staff numbers, were both highlighted as significant limitations for the Ministry to achieve

more. Increasing our Māori staff and our focus on improving outcomes for wāhine Māori through the Mana Wāhine Kaupapa Inquiry should lead to improved results here.

The Ministry provides administrative support for the National Advisory Council on the Employment of Women (NACEW), which has a long history of addressing issues of concern for women in employment. NACEW provides advice that will assist the Government in planning action to deliver tangible results for New Zealand women, their families and communities. The NACEW Chair, Traci Houpapa MNZM, said of services provided by the Ministry:

”

***One word – excellent. A pleasure and privilege to work and serve with you and the Ministry.***

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## The Ministry's people

***In April, the Ministry and the Public Service Association (PSA) signed a new collective agreement for two years – with an automatic extension to three years following the successful completion of a review on remuneration. The new agreement has a stronger partnership focus, as well as a commitment for greater development and recognition of te reo and tikanga Māori within the Ministry.***

With the commencement of the joint rōpū with Te Puni Kōkiri for Mana Wāhine, the Ministry's staffing levels will increase to approximately 40 people. During the 2018/19 summer, the Ministry hosted our second intern from MBIE's Tupu Tai ('Next Wave') cross-government Pacific intern scheme, and we will continue this in 2019/20.

We continued work on developing our People Plan, which will enable the Ministry to adopt a future-oriented approach to our workforce. It will assist to make planned and deliberate people-related decisions and ensure we have the right capacity (numbers and mix of staff) and capability (skills, knowledge and behaviours) to deliver what is expected of us now and in the future. Achieving maximum impact with our limited resources will be a key driver of the workforce decisions in our People Plan.

To date, our plan identifies key themes that will drive our approach to our workforce over the next three to five years. These include:

- building and retaining skills and capability for the future
- creating a diverse and inclusive Ministry
- having the right people in the right place at the right time

- a culture driven by our values and behaviours
- system contribution and embodying the Spirit of Service.

The Ministry started implementing our Information Systems Strategic Plan (ISSP). This takes an extensive look into the Ministry's information systems environment to identify areas for improvement and ensure value is being derived from the Ministry's IT investment.

In September 2018, the Ministry rolled out updated computer hardware, including laptops for all staff members. This enabled staff to operate in a more mobile and flexible manner, which aligns with the Ministry's participation in the flexible-by-default pilot. In introducing this new way of working, we ensured that we had in place appropriate privacy and security systems and policies.

### Diversity and inclusion

The Ministry is committed to having a diverse and inclusive staff. This is highlighted by our embracing a tikanga-based approach to how we operate day to day.

We are the Government's principal advisor on women and we want to reflect our advice in our actions

with our staff. This includes a focus on closing the gender pay gap within the Ministry (in figures released in December 2018, this was 6 percent in favour of men as at 30 June 2018) with our Gender Pay Action Plan. As part of this, our annual staff remuneration strategy includes a focus on closing the gender pay gap. Our new agreement with the PSA includes a clause that all members of a Ministry interview panel will have unconscious bias training. We extended training for this to include all Ministry staff.

The Ministry is committed to ensuring that wāhine Māori succeed as Māori. We are working to lift our cultural competency, especially around te reo and tikanga Māori – a key clause in our new collective agreement with the PSA. This has seen all staff attend a training day with Te Arawhiti on how we can better work with and for Māori. We will also be developing a plan around increasing our te reo Māori capability.

Another element of our Gender Pay Action Plan is to look at our data collection, so we are looking at how we do this in the future, and how we can better analyse these data. This work is being incorporated into a review of relevant HR policies, including updating our diversity and inclusion plan.



## *Reporting on our performance*

*For the year ended 30 June 2019*

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The following section provides detailed reporting on our performance by appropriation against our targets as set out in the Information Supporting the Estimates 2018/19. Where appropriate, we have included comparative performance information for the prior year (2017/18 actuals).

## Policy advice and related services

*(multi-category appropriation)*

**The overarching purpose of this appropriation is to provide policy advice and other support to Ministers in discharging their policy decision-making and other portfolio responsibilities.**

We are the Government's principal advisor on improving the lives of New Zealand women and girls. During the year we were funded to provide:

- advice (including second-opinion advice and contributions to policy advice led by other agencies) to support decision-making by Ministers on government policy matters that improve the lives of New Zealand women, including managing New Zealand's international obligations with respect to the status of women
- suitable women nominees for appointment to state sector boards and committees

- support services to the Minister for Women to enable them to meet their portfolio responsibilities
- administrative support for the National Advisory Council on the Employment of Women.

### What we intended to achieve with this appropriation

This appropriation is intended to achieve better outcomes for New Zealand women by supporting ministerial decision-making with high-quality policy advice.

### Measuring our performance against our targets

Key performance measure	Actual performance
<p>Stakeholder satisfaction with the quality of the evidence, analysis and advice provided by the Ministry.<sup>1</sup></p> <p><i>Target of 'met requirements' or better as measured on an annual basis.</i></p>	<p><b>Target achieved.</b> 88 percent of stakeholders were satisfied with the quality of the evidence, analysis and advice provided by the Ministry.<sup>2</sup></p> <p>(2017/18 actuals: 95 percent.)</p>



<sup>1</sup> As updated in the Vote Women Supplementary Estimates of Appropriation 2018/19.

<sup>2</sup> Research First Limited, Ministry for Women Stakeholder Feedback, July 2019.



Key performance measure		Actual performance
<p>Key stakeholders report that the Ministry’s evidence, analysis and advice has informed their actions and been incorporated in their policies and practices to improve outcomes for women.<sup>3</sup></p> <p><i>Target of 75 percent of stakeholders as measured on an annual basis.</i></p>		<p><b>Target achieved.</b> 78 percent of stakeholders reported that the Ministry’s evidence, analysis, and advice has informed their actions and been incorporated in their policies and practices to improve outcomes for women.<sup>4</sup></p> <p>(2017/18 actuals: 70 percent.<sup>5</sup>)</p>

**Commentary on our performance**

We focused on areas where we could make the most difference and that would have the greatest impact for women and New Zealand. We worked with and through others to achieve our goals.

We provided evidence, analysis, and advice to influence decision-makers in government and leaders in the private and nongovernment sectors so they could achieve better outcomes for women.

Stakeholder satisfaction remains high with 88 percent of stakeholders saying that the work the Ministry does with their agency is ‘valuable’ or ‘very valuable’. The majority of stakeholders surveyed (78 percent) reported that they had incorporated the Ministry’s evidence, analysis or advice into their policies and practices to improve outcomes for women.

3 As updated in the Vote Women Supplementary Estimates of Appropriation 2018/19.  
 4 Research First Limited, Ministry for Women Stakeholder Feedback, July 2019.  
 5 Research First Limited, Ministry for Women Stakeholder Feedback, August 2018.

## Summary of our performance for each category

Here is a summary of our performance by appropriation category. For full details on our performance against each target refer to pages 26-35.

Policy advice	Nominations Service	Ministerial services	National Advisory Council of Women
2 out of 3 performance targets were met this year	2 out of 2 performance targets were met this year	1 out of 1 performance targets were met this year	1 out of 1 performance targets were met this year
2017/18: 3 out of 3 performance targets	2017/18: 2 out of 2 performance targets	2017/18: 1 out of 1 performance targets	2017/18: 1 out of 1 performance targets

## Financial performance

2018 actual \$000		2019 unaudited budget <sup>6</sup> \$000	2019 actual \$000	2020 unaudited forecast \$000
<b>Multi-category appropriation</b>				
<i>Policy advice and related services</i>				
5,208	Crown revenue	5,401	5,401	6,802
82	Other revenue	–	273	–
<b>5,290</b>	<b>Total revenue</b>	<b>5,401</b>	<b>5,674</b>	<b>6,802</b>
<b>5,160</b>	<b>Total expenses</b>	<b>5,401</b>	<b>5,653</b>	<b>6,802</b>
<b>130</b>	<b>Net surplus/(deficit)</b>	<b>–</b>	<b>21</b>	<b>–</b>

Explanations of major variances against budget figures are provided in [note 18](#).

<sup>6</sup> As updated in the Vote Women Main Estimates of Appropriation 2018/19.




# Policy advice

***This category is limited to providing advice (including second-opinion advice and contributions to policy advice led by other agencies) to support decision-making by ministers on government-policy matters relating to improving the lives of New Zealand women.***

## What we intended to achieve

This category is intended to achieve the delivery of high-quality advice to support ministerial decision-making that improves the lives of New Zealand women.

## Measuring our performance against our targets

Key performance measures		Actual performance
<p>Average quality of written policy papers to the Minister for Women, as assessed by an independent reviewer.</p> <p><b>Target of 75 percent<sup>7</sup> as measured by an annual survey.<sup>8</sup></b></p>		<p><b>Target not achieved.</b> The New Zealand Institute of Economic Research (NZIER) rated the technical quality of the Ministry's written policy advice at 73.3 percent (7.33 out of 10). This is slightly down compared to last year's average score.</p> <p><b>(2017/18 actuals:</b> NZIER rated the technical quality of the Ministry's written policy advice at 75.7%.)</p>
<p>Ministerial satisfaction with the Ministry's advice.</p> <p><b>Target of 75 percent<sup>9</sup> as measured by a quarterly common satisfaction survey for policy advice.<sup>10</sup></b></p>		<p><b>Target achieved.</b> The Minister rated her satisfaction with the quality of the Ministry's policy advice at 80 percent using the common satisfaction survey.</p> <p><b>(2017/18 actuals:</b> The Minister rated her satisfaction with the quality of the Ministry's policy advice at 75 percent using a satisfaction survey.)</p>
<p>Total cost of producing policy advice per output hour.<sup>11</sup></p> <p><b>Target of between \$120 to \$130.<sup>12</sup></b></p>		<p><b>Target achieved.</b> The Ministry's total cost per policy output hour was \$127.</p> <p><b>(2017/18 actuals:</b> \$121 per hour.)</p>

7 As updated in the Vote Women Supplementary Estimates of Appropriation 2018/19.

8 Annual survey as carried out by NZIER.

9 As updated in the Vote Women Supplementary Estimates of Appropriation 2018/19.

10 Ministers responsible for policy appropriations are asked to complete a common satisfaction survey of six core questions in order to provide a quantitative representation of their satisfaction with an agency's policy advice.

11 The total cost per policy output hour metric is designed to be a unit cost for policy advice that reflects what policy organisations might have to bill per hour to break even if they were contracted for services on that basis.

12 As updated in the Vote Women Supplementary Estimates of Appropriation 2018/19.

## Commentary on our performance

We continued to provide effective advice to improve the lives of women in New Zealand.

We continually measure the quality and effectiveness of our advice in order to maximise our impact. All three performance measures in this appropriation category were achieved:

- the quality of written policy papers to the Minister for Women remains high
- Ministerial satisfaction with the quality of our advice increased significantly this year
- the total cost of producing policy advice remains within our target range.

## Financial performance

2018 actual \$000		2019 unaudited budget <sup>13</sup> \$000	2019 actual \$000	2020 unaudited forecast \$000
	<b>Category</b>			
	<i>Policy advice</i>			
4,193	Crown revenue	4,386	4,386	5,787
82	Other revenue	–	273	–
<b>4,275</b>	<b>Total revenue</b>	<b>4,386</b>	<b>4,659</b>	<b>5,787</b>
<b>4,156</b>	<b>Total expenses</b>	<b>4,386</b>	<b>4,486</b>	<b>5,787</b>
<b>119</b>	<b>Net surplus</b>	<b>–</b>	<b>173</b>	<b>–</b>

Explanations of major variances against budget figures are provided in note 18.

13 As updated in the Vote Women Main Estimates of Appropriation 2018/19.



# Nominations Service

***This category is limited to providing suitable women nominees for appointment to state sector boards and committees.***

## What we intended to achieve

This category is intended to achieve suitable women nominees for appointment to state sector boards and committees.

## Measuring our performance against our targets

Key performance measures		Actual performance
<p>Appointing agency satisfaction with the quality of nominees and nomination services provided by the Ministry.</p> <p><i>Target of 'met requirements' or better as measured on an annual basis.</i></p>		<p><b>2018/19:</b> 89 percent rating of 'met requirements' or exceeded their requirements.</p> <p><b>(2017/18 actuals:</b> 92 percent rating of 'met requirements' or exceeded their requirements with 50 percent claiming their service was excellent.)</p>
<p>Timeliness of nominations.</p> <p><i>Target of 100 percent of responses to nomination requests provided by the due date.</i></p>		<p><b>2018/19:</b> 100 percent of responses to nominations requests were provided in a timely manner.</p> <p><b>(2017/18:</b> 100 percent of responses to nominations requests were provided in a timely manner.)</p>

## Commentary on our performance

We continued to work closely with appointing agencies to ensure that suitably qualified women were identified and nominated for vacancies on state sector boards and committees, helping to build the pipeline of women with governance skills in New Zealand. This included responding to over 202 requests from agencies for board nominations for 360 board positions. The Ministry nominated 644 women for these positions. The Ministry has established

a database with access to over 1,300 women on its database (an increase of 40 percent of the number of women on the database compared to previous years).

As in previous years, both performance measures in this appropriation category were achieved. All stakeholders were satisfied with the quality of our nomination services and all nomination requests were responded to by the due date.

## Financial performance

	2018 actual \$000	2019 unaudited budget \$000	2019 actual \$000	2020 unaudited forecast \$000
<b>Category</b>				
<i>Nomination services</i>				
460 Crown revenue	460	460	460	460
– Other revenue	–	–	–	–
460 Total revenue	460	460	460	460
<b>458 Total expenses</b>		<b>460</b>	<b>647</b>	<b>460</b>
<b>2 Net surplus/(deficit)</b>		<b>–</b>	<b>(187)</b>	<b>–</b>

Explanations of major variances against budget figures are provided in note 18.

# Ministerial services

***This category is limited to providing services to the Minister for Women to enable her/him to discharge their portfolio responsibilities.***

## What we intended to achieve

This category is intended to achieve high-quality and timely services to enable the Minister for Women to discharge her/his portfolio responsibilities.

## Measuring our performance against our targets

Key performance measure		Actual performance
<p>Ministerial satisfaction with the services provided by the Ministry.</p> <p><i>Target of 'met requirements' or better as rated on a quarterly basis.</i></p>		<p><b>Target achieved.</b> Using a scale of 1 to 5 (1 = Did not meet requirements, 2 = Partly met requirements, 3 = Met requirements, 4 = More than met requirements, 5 = Excellent) the Minister rated her satisfaction as more than met requirements.</p> <p><b>(2017/18 actuals:</b> The Minister rated her satisfaction as 'excellent'.)</p>

## Commentary on our performance

The performance measure for this appropriation category was fully achieved with our support services meeting requirements throughout the year.

We continue to work on improving the quality, effectiveness, and timeliness of our services in order to best support the Minister meet her portfolio responsibilities.

## Measuring our output performance against our targets

Other performance measures	Actual performance
<b><i>Preparation of draft responses to parliamentary questions</i></b>	
Number prepared (Estimated 40)	<b>26 draft responses</b> were prepared in 2018/19. There were 5 in 2017/18.
Percentage provided within the agreed reporting deadline (Target 100 percent)	<b>100 percent</b> were provided within the agreed deadline in 2018/19. This was also the case in 2017/18.
<b><i>Preparation of draft responses to requests to the Minister under the Official Information Act</i></b>	
Number prepared (Estimated 10)	<b>19 draft responses</b> were prepared in 2018/19. There were 18 in 2017/18.
Percentage provided within the agreed reporting deadline (Target 100 percent)	<b>100 percent</b> were provided within the agreed deadline in 2018/19. This was also the case in 2017/18.
<b><i>Preparation of draft replies to ministerial correspondence</i></b>	
Number prepared (Estimated 35)	<b>89 draft replies</b> were prepared in 2018/19. There were 182 in 2017/18. Additionally 270 Ministerial information requests were prepared in 2018/19 compared to 181 in 2017/18.
Percentage provided within the agreed reporting deadline (Target 100 percent)	<b>100 percent</b> were provided within the agreed deadline in 2018/19. This was also the case in 2017/18.

## Financial performance

	2018 actual \$000	2019 unaudited budget \$000	2019 actual \$000	2020 unaudited forecast \$000
<b>Category</b>				
<b><i>Ministerial services</i></b>				
355	Crown Revenue	355	355	355
–	Other revenue	–	–	–
<b>355</b>	<b>Total revenue</b>	<b>355</b>	<b>355</b>	<b>355</b>
<b>354</b>	<b>Total expenses</b>	<b>355</b>	<b>393</b>	<b>355</b>
<b>1</b>	<b>Net surplus/(deficit)</b>	<b>–</b>	<b>(38)</b>	<b>–</b>

Explanations of major variances against budget figures are provided in **note 18**.



# National Advisory Council on the Employment of Women

***This category is limited to providing administrative, advisory and research support for the National Advisory Council on the Employment of Women (NACEW).***

## What we intended to achieve

This category is intended to achieve high-quality administrative, advisory and research support for the National Advisory Council on the Employment of Women.

## Measuring our performance against our targets

Key performance measure	Actual performance
<p>Council member satisfaction with the services provided by the Ministry.</p> <p><b><i>Target of 'met requirements' or better as rated on an annual basis.</i></b></p>	<div data-bbox="646 1093 758 1198" data-label="Image"> </div> <p><b>Target achieved.</b> Using a scale of 1 to 5 (1 = Did not meet requirements, 2 = Partly met requirements, 3 = Met requirements, 4 = More than met requirements, 5 = Excellent) the Council member satisfaction with the services provided by the Ministry was rated excellent.</p> <p>(2017/18 actuals: Target achieved.)</p>

*The result of this measure is based on feedback from the Chair of the National Advisory Council on the Employment of Women*

## Commentary on our performance

The Chair of NACEW has met regularly with the Minister for Women in 2018/19 financial year and NACEW was supported by the Ministry in the following ways:

- Funded the Champions for Change to provide research on pay transparency in New Zealand and three case studies on the gender pay gap in the private sector.
- Funded new data research on Wāhine Māori women in business.
- Provided advice to the Minister for Women on pay equity and pay transparency.
- Supported a women in leadership event attended by 100 women leaders and aspiring women leaders.

## Financial performance

	2018 actual \$000	2019 unaudited budget \$000	2019 actual \$000	2020 unaudited forecast \$000
<b>Category</b>				
<i>National Advisory Council on the Employment of Women</i>				
200	Crown revenue	200	200	200
–	Other revenue	–	–	–
<b>200</b>	<b>Total revenue</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>192</b>	<b>Total expenses</b>	<b>200</b>	<b>127</b>	<b>200</b>
<b>8</b>	<b>Net surplus</b>	<b>–</b>	<b>73</b>	<b>–</b>

Explanations of major variances against budget figures are provided in note 18.

# Capital expenditure appropriation

*(Permanent Legislative Authority)*

***This appropriation is limited to the purchase or development of assets by and for the use of the Ministry for Women, as authorised by section 24(1) of the Public Finance Act 1989.***

## What we intended to achieve

This appropriation is intended to achieve the efficient delivery of Ministry for Women outputs through funding the routine replacement and upgrade of office equipment and information technology to support the delivery of Ministry services.

## Measuring our performance against our targets

Key performance measure		Actual performance
<p>Expenditure is in accordance with the Ministry's annual capital plan.</p> <p><i>Target of 100 percent of expenditure in accordance with the Ministry's annual capital plan.</i></p>		<p>Target achieved.</p> <p>(2017/18 actuals: Not achieved.)</p>

## Financial performance

	2018 actual \$000	2019 unaudited budget \$000 <sup>14</sup>	2019 actual \$000	2020 unaudited forecast \$000
<b>Capital expenditure appropriation</b>				
1	Property, plant, and equipment	40	136	40
-	Intangibles	-	-	-
<b>1</b>	<b>Total capital expenditure</b>	<b>40</b>	<b>136</b>	<b>40</b>

## Commentary on our performance

The actual capital expenditure is higher than the budget due to the recognition of \$118,000 of capital expenditure on replacement of computer equipment that was incurred towards the end of last financial year but was not capitalised in 2017/18 financial year.

14 As updated in the Vote Women Main Estimates of Appropriation 2018/19.



## *Our financial statements*

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# Ministry for Women statement of responsibility

*For the year ended 30 June 2019*

### **I am responsible, as Chief Executive of the Ministry for Women (the Ministry), for:**

- the preparation of the Ministry's financial statements, and statements of expenses and capital expenditure, and for the judgements made in them;
- having in place a system of internal control designed to provide reasonable assurance as to the integrity and reliability of financial reporting;
- ensuring that end-of-year performance information on each appropriation administered by the Ministry is provided in accordance with sections 19A to 19C of the Public Finance Act 1989, whether or not that information is included in this annual report; and
- the accuracy of any end-of-year performance information prepared by the Ministry, whether or not that information is included in this annual report.

### **In my opinion:**

- the financial statements fairly reflect the financial position and operations of the Ministry as at 30 June 2019 and its operations ended on that date
- the forecast financial statements fairly reflect the forecast financial position of the Ministry as at 30 June 2020 and its operations for the year ending on that date.



**Renee Graham**  
Chief Executive  
26 September 2019

# Independent auditor's report

*To the readers of Ministry for Women's annual report  
for the year ended 30 June 2019*

The Auditor General is the auditor of Ministry for Women (the Ministry). The Auditor General has appointed me, Rehan Badar, using the staff and resources of Audit New Zealand, to carry out, on his behalf, the audit of:

- the financial statements of the Ministry on pages 40 to 60, that comprise the statement of financial position, statement of commitments, statement of contingent liabilities and contingent assets as at 30 June 2019, the statement of comprehensive revenue and expense, statement of changes in equity, and statement of cash flows for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information;
- the performance information prepared by the Ministry for the year ended 30 June 2019 on pages 10 to 20 and 22 to 35; and
- the statements of expenses and capital expenditure for the year ended 30 June 2019 on pages 61 to 63.
  - what has been achieved with the appropriation; and
  - the actual expenses or capital expenditure incurred compared with the appropriated or forecast expenses or capital expenditure; and
  - complies with generally accepted accounting practice in New Zealand.
- the statements of expenses and capital expenditure on pages 61 to 63 are presented fairly, in all material respects, in accordance with the requirements of section 45A of the Public Finance Act 1989.

Our audit was completed on 26 September 2019. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Chief Executive and our responsibilities relating to the information to be audited, we comment on other information, and we explain our independence.

## Opinion

In our opinion:

- the financial statements of the Ministry on pages 40 to 60:
  - present fairly, in all material respects:
    - its financial position as at 30 June 2019; and
    - its financial performance and cash flows for the year ended on that date; and
  - comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards Reduced Disclosure Regime.
- the performance information of the Ministry on pages 10 to 20 and 22 to 35:
  - presents fairly, in all material respects, for the year ended 30 June 2019:

## Basis for our opinion

We carried out our audit in accordance with the Auditor General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Responsibilities of the Chief Executive for the information to be audited

The Chief Executive is responsible on behalf of the Ministry for preparing:

- Financial statements that present fairly the Ministry's financial position, financial performance, and its cash flows, and that comply with generally accepted accounting practice in New Zealand.
- Performance information that presents fairly what has been achieved with each appropriation, the expenditure incurred as compared with expenditure expected to be incurred, and that complies with generally accepted accounting practice in New Zealand.
- Statements of expenses and capital expenditure, which is presented fairly, in accordance with the requirements of the Public Finance Act 1989.

The Chief Executive is responsible for such internal control as is determined is necessary to enable the preparation of the information to be audited that is free from material misstatement, whether due to fraud or error.

In preparing the information to be audited, the Chief Executive is responsible on behalf of the Ministry for assessing the Ministry's ability to continue as a going concern. The Chief Executive is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to merge or to terminate the activities of the Ministry, or there is no realistic alternative but to do so.

The Chief Executive's responsibilities arise from the Public Finance Act 1989.

## Responsibilities of the auditor for the information to be audited

Our objectives are to obtain reasonable assurance about whether the information we audited, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts

or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers, taken on the basis of the information we audited.

For the budget information reported in the information we audited, our procedures were limited to checking that the information agreed to the Strategic Intentions 2018-2022 and relevant Estimates and Supplementary Estimates of Appropriations 2018/19 and the 2018/19 forecast financial figures included in the Ministry's 2017/18 Annual Report.

We did not evaluate the security and controls over the electronic publication of the information we audited.

As part of an audit in accordance with the Auditor General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the information we audited, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Ministry's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Chief Executive.
- We evaluate the appropriateness of the reported performance information within the Ministry's framework for reporting its performance.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Chief Executive and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Ministry's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the information we audited or, if such disclosures are inadequate, to modify our opinion. Our conclusions

are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Ministry to cease to continue as a going concern.

- We evaluate the overall presentation, structure and content of the information we audited, including the disclosures, and whether the information we audited represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Chief Executive regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

### Other information

The Chief Executive is responsible for the other information. The other information comprises the information included on pages 1 to 9, 21, and 36 to 39, but does not include the information we audited, and our auditor's report thereon.

Our opinion on the information we audited does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

Our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the information we audited

or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### Independence

We are independent of the Ministry in accordance with the independence requirements of the Auditor General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board.

Other than in our capacity as auditor, we have no relationship with, or interests, in the Ministry.



Rehan Badar  
Audit New Zealand  
On behalf of the Auditor General  
Wellington, New Zealand

**AUDIT NEW ZEALAND**  
Mana Arotake Aotearoa



# Statement of comprehensive revenue and expense

For the year ended 30 June 2019

2018 Actual \$000		Note	2019 Actual \$000	2019 Unaudited Budget \$000	2020 Unaudited Forecast \$000
<b>Revenue</b>					
5,208	Revenue Crown	2	5,401	5,401	6,802
82	Other revenue	2	273	–	–
<b>5,290</b>	<b>Total revenue</b>		<b>5,674</b>	<b>5,401</b>	<b>6,802</b>
<b>Expenses</b>					
3,722	Personnel costs	3	3,897	3,881	5,159
1,289	Operating costs	5	1,586	1,322	1,475
20	Capital charge	4	14	20	20
129	Depreciation/amortisation expense	7,8	156	178	148
<b>5,160</b>	<b>Total expenses</b>		<b>5,653</b>	<b>5,401</b>	<b>6,802</b>
<b>130</b>	<b>Net surplus/(deficit)</b>		<b>21</b>	<b>–</b>	<b>–</b>
–	<b>Other comprehensive revenue and expense</b>		–	–	–
<b>130</b>	<b>Total comprehensive revenue and expense</b>		<b>21</b>	<b>–</b>	<b>–</b>

Explanations of major variances against budget figures are provided in **note 18**.

The accompanying notes form part of these financial statements.

# Statement of financial position

As at 30 June 2019

2018 Actual \$000	Note	2019 Actual \$000	2019 Unaudited Budget \$000	2020 Unaudited Forecast \$000
<b>Assets</b>				
<i>Current assets</i>				
721	Cash and cash equivalents	648	550	632
–	Receivables	15	–	–
49	Prepayments			
<b>770</b>	<b>Total current assets</b>	<b>663</b>	<b>550</b>	<b>632</b>
<i>Non-current assets</i>				
338	Property, plant and equipment	343	347	253
46	Intangible assets	14	11	–
<b>384</b>	<b>Total non-current assets</b>	<b>357</b>	<b>358</b>	<b>253</b>
<b>1,154</b>	<b>Total assets</b>	<b>1,020</b>	<b>908</b>	<b>885</b>
<b>Liabilities</b>				
<i>Current liabilities</i>				
367	Payables	445	300	300
130	Return of operating surplus	21	–	–
236	Employee entitlements	148	205	196
14	Lease incentive liability	14	14	14
<b>747</b>	<b>Total current liabilities</b>	<b>628</b>	<b>519</b>	<b>510</b>
<i>Non-current liabilities</i>				
14	Employee entitlements	13	10	10
57	Lease incentive liability	43	43	29
<b>71</b>	<b>Total non-current liabilities</b>	<b>56</b>	<b>53</b>	<b>39</b>
<b>818</b>	<b>Total liabilities</b>	<b>684</b>	<b>572</b>	<b>549</b>
<b>336</b>	<b>Net assets</b>	<b>336</b>	<b>336</b>	<b>336</b>
<b>Equity</b>				
336	General funds	336	336	336
<b>336</b>	<b>Total equity</b>	<b>336</b>	<b>336</b>	<b>336</b>

Explanations of major variances against budget figures are provided in **note 18**.

The accompanying notes form part of these financial statements.

# Statement of changes in equity

For the year ended 30 June 2019

2018 Actual \$000		2019 Actual \$000	2019 Budget \$000	2020 Forecast \$000
<b>General funds</b>				
<b>336</b>	<b>Balance at 1 July</b>	<b>336</b>	<b>336</b>	<b>336</b>
130	Total comprehensive revenue and expense	21	–	–
(130)	Repayment of operating surplus to the Crown	(21)	–	–
<b>336</b>	<b>Balance at 30 June</b>	<b>336</b>	<b>336</b>	<b>336</b>

Explanations of major variances against budget figures are provided in **note 18**.

*The accompanying notes form part of these financial statements.*

# Statement of cash flows

For the year ended 30 June 2019

2018 Actual \$000		2019 Actual \$000	2019 Budget \$000	2020 Forecast \$000
<b>Cash flows from operating activities</b>				
5,208	Receipts from Crown	5,401	5,401	6,802
82	Receipts from departmental revenue	251	–	–
–	Receipts from other revenue	4	–	–
(1,402)	Payments to suppliers	(1,469)	(1,308)	(1,489)
(3,677)	Payments to employees	(3,985)	(3,881)	(5,159)
(20)	Payments for capital charge	(14)	(20)	(20)
46	Goods and Services Tax (net)	5	(27)	–
<b>237</b>	<b>Net cash flow from operating activities</b>	<b>193</b>	<b>165</b>	<b>134</b>
<b>Cash flows from investing activities</b>				
(1)	Purchase of property, plant and equipment	(136)	(30)	(40)
–	Purchase of intangible assets	–	(10)	–
<b>(1)</b>	<b>Net cash flow from investing activities</b>	<b>(136)</b>	<b>(40)</b>	<b>(40)</b>
<b>Cash flows from financing activities</b>				
(208)	Return of operating surplus to Crown	(130)	(100)	–
<b>(208)</b>	<b>Net cash flow from financing activities</b>	<b>(130)</b>	<b>(100)</b>	<b>–</b>
<b>28</b>	<b>Net increase/(decrease) in cash</b>	<b>(73)</b>	<b>25</b>	<b>94</b>
<b>693</b>	<b>Cash at the beginning of the year</b>	<b>721</b>	<b>525</b>	<b>538</b>
<b>721</b>	<b>Cash at the end of the year</b>	<b>648</b>	<b>550</b>	<b>632</b>

Explanations of major variances against budget figures are provided in **note 18**.

*The accompanying notes form part of these financial statements.*

# Statement of commitments

As at 30 June 2019

## Capital commitments

Capital commitments are the aggregate amount of capital expenditure contracted for the acquisition of property, plant and equipment and intangible assets that have not been paid for or not recognised as a liability at balance date.

Cancellable capital commitments that have penalty or exit costs explicit in the agreement, on exercising the option to cancel are reported below at the lower of the remaining contractual commitment and the value of those penalty or exit costs (that is, the minimum future payments).

## Non-cancellable operating lease commitments

The Ministry leases property in the normal course of its business. The Ministry entered a lease for new premises commencing 1 September 2014. The premises lease has a noncancellable leasing period of nine years, with a right of renewal for a further six years. There are no restrictions placed on the Ministry by any of its leasing arrangements.

2018 Actual \$000		2019 Actual \$000
	<b>Capital commitments</b>	
133	Property, plant, and equipment	–
<b>133</b>	<b>Total capital commitments</b>	<b>–</b>
	<b>Operating lease as a lessee</b>	
	The future aggregate minimum lease payments to be paid under non-cancellable operating leases are as follows:	
154	Not later than one year	154
617	Later than one year and not later than five years	488
26	Later than five years	–
<b>797</b>	<b>Total non-cancellable operating lease commitments</b>	<b>642</b>
<b>930</b>	<b>Total commitments</b>	<b>642</b>

The accompanying notes form part of these financial statements.

# Statement of contingent liabilities and contingent assets

*As at 30 June 2019*

## Contingent liabilities

There were no contingent liabilities or guarantees given under the Public Finance Act 1989 in relation to the activities of the Ministry at 30 June 2019 (2018: Nil).

## Contingent assets

The Ministry has no contingent assets at 30 June 2019 (2018: Nil).

*The accompanying notes form part of these financial statements.*

# Notes to the financial statements

For the year ended 30 June 2019

## 1. Statement of accounting policies

### Reporting entity

The Ministry for Women (the Ministry) is a government department as defined by section 2 of the Public Finance Act 1989 and is domiciled and operates in New Zealand. The relevant legislation governing the Ministry's operations includes the Public Finance Act 1989 and the Public Accountability Act 1998. The Ministry's ultimate parent is the New Zealand Crown.

The Ministry's primary objective is to provide services to the New Zealand public. The Ministry does not operate to make a financial return.

The Ministry has designated itself as a public benefit entity (PBE) for the purposes of complying with generally accepted accounting practice.

The financial statements of the Ministry are for the year ended 30 June 2019, and were approved for issue by the Chief Executive on 26 September 2019.

### Basis of preparation

The financial statements have been prepared on a going-concern basis, and the accounting policies have been applied consistently throughout the year.

### Statement of Compliance

The financial statements of the Ministry have been prepared in accordance with the requirements of the Public Finance Act 1989, which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP) and Treasury Instructions.

The financial statements have been prepared in accordance with and comply with PBE Standards RDR on the basis that the Ministry is neither publicly accountable nor large.

### Presentation currency and rounding

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$000), other than the related party disclosures in Note 15. The related party transaction disclosures are rounded to the nearest dollar.

### Changes in accounting policies

There have been no changes in the Ministry's accounting policies since the date of the last audited financial statements.

### Standards issued and not yet effective and not early adopted

Standards and amendments, issued but not yet effective that have been early adopted, and which are relevant to the Ministry are:

#### PBE IPSAS 41 Financial Instruments

The XRB issued PBE IPSAS 41 Financial Instruments in March 2019. The standard supersedes PBE IFRS 9 Financial Instruments, which was issued as an interim standard. It is effective for reporting periods beginning on or after 1 January 2022. Although the Ministry has not assessed the effect of the new standard, it does not expect any significant changes as the requirements are similar to PBE IFRS 9.

### Summary of significant accounting policies

Significant accounting policies are included in the notes to which they relate.

Significant accounting policies that do not relate to a specific note are outlined below.

### **Cash and cash equivalents**

Cash and cash equivalents includes cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

The Ministry is only permitted to expend its cash and cash equivalents within the scope and limits of its appropriations.

### **Goods and Services Tax (GST)**

Items in the financial statements are stated exclusive of GST, except for receivables and payables, which are stated on a GST-inclusive basis. Where GST is not recoverable as input tax, it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue Department (IRD) is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from, the IRD including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statement of cash flows.

### **Income tax**

The Ministry is a public authority and consequently is exempt from income tax. Accordingly, no provision has been made for income tax.

### **Critical accounting estimates and assumptions**

In preparing these financial statements, estimates and assumptions have been made concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

### **Critical judgements in applying accounting policies**

Management has not been required to exercise critical judgements in applying accounting policies.

### **Budget and forecast figures**

#### **Basis of the budget and forecast figures**

The 2019 budget figures are for the year ended 30 June 2019 and were published in the Ministry's 2017/18 Annual Report. They are consistent with the Ministry's best estimate financial forecast information submitted to The Treasury for the *Budget Economic and Fiscal Update* (BEFU) for the 2018/19 year.

The 2020 forecast figures are for the year ending 30 June 2020, which are consistent with the best estimate financial forecast information submitted to The Treasury for the BEFU for the 2019/20 year. This forecast information may not be appropriate for purposes other than those prescribed.

The forecast financial statements have been prepared as required by the Public Finance Act 1989 to communicate forecast financial information for accountability purposes.

The budget and forecast figures are unaudited and have been prepared using the accounting policies adopted in preparing these financial statements.

The 30 June 2020 forecast figures have been prepared in accordance with and comply with PBE FRS 42 *Prospective Financial Statements*.

The forecast financial statements were approved for issue by the Chief Executive on 8 April 2019.

The Chief Executive is responsible for the forecast financial statements, including the appropriateness of the assumptions underlying them and all other required disclosures.

While the Ministry regularly updates its forecasts, updated forecast financial statements for the year ending 30 June 2020 will not be published.



***Significant assumptions used in preparing the forecast financials***

The forecast figures contained in these financial statements reflect the Ministry's purpose and activities and are based on a number of assumptions on what may occur during the 2019/20 year. The forecast figures have been compiled on the basis of existing government policies and ministerial expectations at the time the Main Estimates were finalised.

The main assumptions, which were adopted as at 8 April 2019, were as follows:

- The Ministry's activities will remain substantially the same as the previous year focusing on the Government's priorities.
- The Ministry received funding of \$1.698 million in 2019/20 for a new policy initiative to support the Mana Wāhine Kaupapa Inquiry, with the objectives of transforming policy and services to deliver for wāhine Māori.
- Personnel costs were based on up to 36 full-time equivalent staff.
- Operating costs were based on historical experience and other factors believed to be reasonable in the circumstances and are the Ministry's best estimate of future costs that will be incurred.
- Remuneration rates were based on current wages and salary costs, adjusted for anticipated remuneration changes.
- Estimated year-end information for 2018/19 was used as the opening position for the 2019/20 forecasts.

The actual financial results achieved for the period ending 30 June 2020 are likely to vary from the forecast information presented, but are not likely to be material.

There have been no significant changes since the forecasts were approved that would have a material impact on the forecast figures.

**2. Revenue*****Accounting policy***

The specific accounting policies for significant revenue items are explained below:

***Revenue Crown***

Revenue from the Crown is measured based on the Ministry's funding entitlement for the reporting period. The funding entitlement is established by Parliament when it passes the Appropriation Acts for the financial year. The amount of revenue recognised takes into account any amendments to appropriations approved in the Appropriation (Supplementary Estimates) Act for the year and certain other unconditional funding adjustments formally approved prior to balance date.

There are no conditions attached to the funding from the Crown. However, the Ministry can incur expenses only within the scope and limits of its appropriations.

The fair value of Revenue Crown has been determined to be equivalent to the funding entitlement.

***Departmental contributions for staff secondments***

Revenue from the Departmental contributions for staff secondments is recognised as the underlying staffing costs are incurred by the Ministry. The recorded revenue is the gross amount of the contribution.

### Breakdown of other revenue and further information

2018 Actual \$000		2019 Actual \$000
45	Departmental contributions for staff secondments	268
2	Departmental cost recoveries	–
35	Leadership Development Centre Fellowship funds	–
–	ACC claims and proceeds from sale of old laptops	5
<b>82</b>	<b>Total other revenue</b>	<b>273</b>

## 3. Personnel costs

### *Accounting policy*

#### *Salaries and wages*

Salaries and wages are recognised as an expense as employees provide service.

#### *Superannuation schemes*

##### *Defined contribution schemes*

Obligations for contributions to the State Sector Retirement Savings Scheme, KiwiSaver and the Government Superannuation Fund are accounted for as defined contribution superannuation schemes and are recognised as an expense in the surplus or deficit as incurred.

### Breakdown of personnel costs

2018 Actual \$000		2019 Actual \$000
3,583	Salaries and wages	3,867
98	Employer contributions to defined contribution plans	101
36	Increase/(decrease) in employee entitlements	(77)
5	ACC Levy	6
<b>3,722</b>	<b>Total personnel costs</b>	<b>3,897</b>

## 4. Capital charge

### *Accounting policy*

The capital charge is recognised as an expense in the financial year to which the charge relates.

### *Further information*

The Ministry pays a capital charge to the Crown on its taxpayers' funds (equity) as at 30 June and 31 December each year.

The capital charge rate for the year ended 30 June 2019 was 6 percent (2018: 6 percent).

## 5. Operating costs

### *Accounting policy*

#### *Operating leases*

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset to the lessee. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

Lease incentives received are recognised in the surplus or deficit as a reduction of rental expense over the lease term.

#### *Operating costs*

Operating costs are recognised as goods and services are received.

2018 Actual \$000		2019 Actual \$000
32	Audit fees for audit of financial statements	33
0	Loss on sale of assets	7
184	Operating lease expense	199
49	Training and conference costs	45
132	Travel expenses	134
290	Consultants and contractors	261
85	Publications	66
233	IT expenses	225
52	External relations and events	359
232	Other expenses	257
<b>1,289</b>	<b>Total operating costs</b>	<b>1,586</b>

## 6. Receivables

### *Accounting policy*

Short-term receivables are recorded at the amount due, less any provision for uncollectability.

A receivable is considered uncollectable when there is evidence that the amount will not be fully collectable. The amount that is uncollectable is the difference between the carrying amount due and the present value of the amount expected to be collected.

The ageing profile of receivables at year-end is detailed below:

2018 Actual \$000	2019 Actual \$000
– Not past due	15
– Past due 1–30 days	–
– <b>Total</b>	<b>15</b>

In relation to the receivables as at 30 June 2019 no provision for uncollectability was considered necessary.

## 7. Property plant and equipment

### *Accounting policy*

Property, plant and equipment consists of the following asset classes: computer equipment, office equipment, furniture, fitout and leasehold improvements, and artwork.

All asset classes with the exception of artwork are measured at cost, less accumulated depreciation and impairment losses. Artwork is measured at cost.

### *Additions*

The cost of an item of property, plant and equipment is recognised as an asset only when it is probable that future economic benefits or service potential associated with the item will flow to the Ministry and the cost of the item can be measured reliably.

In most instances, an item of property, plant and equipment is initially recognised at its cost. Where an asset is acquired through a non-exchange transaction, it is recognised at its fair value as at the date of acquisition.

### Disposals

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are reported net in the surplus or deficit.

### Subsequent costs

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to the Ministry and the cost of the item can be measured reliably.

The costs of day-to-day servicing of property, plant and equipment are recognised in the surplus or deficit as they are incurred.

### Depreciation

Depreciation is provided on a straight-line basis on all property, plant and equipment, except artwork, at rates that will write off the cost of the assets to their estimated residual values over their useful lives. The useful lives and associated depreciation rates of major classes of property, plant and equipment have been estimated as follows:

Asset class	Years	Depreciation rate
Computer equipment	3	33%
Office equipment	5	20%
Furniture	5–10	10%–20%
Fitout and leasehold improvements	9	11%

Leasehold improvements are depreciated over the shorter of the unexpired period of the lease or the estimated remaining useful lives of the improvements.

The residual value and useful life of an asset is reviewed, and adjusted if applicable, at each balance date.

### Impairment

The Ministry does not hold any cash-generating assets. Assets are considered cash-generating where their primary objective is to generate a commercial return.

### Non-cash-generating assets

Property, plant and equipment, and intangible assets held at cost that have a finite life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is determined using a depreciated replacement cost approach.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written-down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is also recognised in the surplus or deficit.

## Breakdown of property, plant and equipment and further information

	Computer equipment \$000	Office equipment \$000	Furniture & fitout \$000	Artwork \$000	Total \$000
<b>Cost or valuation</b>					
Balance at 1 July 2017	60	40	606	2	708
Additions	–	1	–	–	1
Disposal	–	–	–	–	–
<b>Balance at 30 June 2018 /1 July 2018</b>	<b>60</b>	<b>41</b>	<b>606</b>	<b>2</b>	<b>709</b>
Additions	118	–	18	–	136
Disposal	(60)	–	–	–	(60)
<b>Balance at 30 June 2019</b>	<b>118</b>	<b>41</b>	<b>624</b>	<b>2</b>	<b>785</b>
<b>Accumulated depreciation and impairment losses</b>					
Balance at 1 July 2017	47	18	211	–	276
Depreciation expense	6	8	81	–	95
Elimination on disposal	–	–	–	–	–
<b>Balance at 30 June 2018 /1 July 2018</b>	<b>53</b>	<b>26</b>	<b>292</b>	<b>–</b>	<b>371</b>
Depreciation expense	33	8	83	–	124
Elimination on disposal	(53)	–	–	–	(53)
<b>Balance at 30 June 2019</b>	<b>33</b>	<b>34</b>	<b>375</b>	<b>–</b>	<b>442</b>
<b>Carrying amounts</b>					
At 1 July 2017	13	22	395	2	432
At 30 June and 1 July 2018	7	15	314	2	338
<b>At 30 June 2019</b>	<b>85</b>	<b>7</b>	<b>249</b>	<b>2</b>	<b>343</b>

## 8. Intangible assets

### Accounting policy

#### Software acquisition

Acquired computer software licences are capitalised on the basis of the costs incurred to acquire and bring to use the specific software.

Staff training costs are recognised as an expense when incurred. Costs associated with maintaining computer software are recognised as an expense when incurred. Costs of software updates or upgrades are capitalised only when they increase the usefulness or value of the software.

Costs associated with development and maintenance of the Ministry's website are recognised as an expense when incurred.

### Amortisation

The carrying value of an intangible asset with finite life is amortised on a straight-line basis over its useful life. Amortisation begins when the asset is available for use and ceases at the date that the asset is derecognised. The amortisation charge for each financial year is recognised in the surplus or deficit.

The useful lives and associated amortisation rates of major classes of intangible assets are estimated as follows:

<b>Acquired computer software</b>	3 years	33%
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### Impairment

Refer to the policy for impairment of property, plant and equipment in Note 7. The same approach applies to the impairment of intangible assets.

## Breakdown of intangible assets and further information

	Total \$000
<b>Cost or valuation</b>	
Balance at 1 July 2017	288
Additions	–
Disposals	–
<b>Balance at 30 June 2018 /1 July 2018</b>	<b>288</b>
Additions	–
Disposals	–
<b>Balance at 30 June 2019</b>	<b>288</b>
<b>Accumulated amortisation and impairment losses</b>	
Balance at 1 July 2017	208
Amortisation expense	34
Disposals	–
<b>Balance at 30 June 2018 /1 July 2018</b>	<b>242</b>
Amortisation expense	32
Disposals	–
<b>Balance at 30 June 2019</b>	<b>274</b>
<b>Carrying amounts</b>	
At 1 July 2017	80
At 30 June and 1 July 2018	46
<b>At 30 June 2019</b>	<b>14</b>

### Restrictions

There are no restrictions over the title of the Ministry's intangible assets; nor are any pledged as security for liabilities.

### Impairment

The Ministry has not recognised any impairment of these assets.



## 9. Payables

### *Accounting policy*

Short-term payables are recorded at the amount payable.

### Breakdown of payables and further information:

2018 Actual \$000		2019 Actual \$000
265	Creditors	309
36	Accrued expenses	67
66	GST payable	69
<b>367</b>	<b>Total payables</b>	<b>445</b>

Creditors and accrued expenses are all payable under exchange transactions. They are non-interest bearing and are normally settled on 30-day terms, and therefore the carrying value of creditors and other payable approximates their fair value.

GST is payable under non-exchange transactions.

## 10. Return of operating surplus

Pursuant to section 22 of the Public Finance Act 1989, any operating surplus is returned to the Crown. The repayment of surplus is to be paid by 31 October of each year.

The Ministry has a provision for return of the operating surplus to the Crown of \$21,000 (2018: \$130,000).

## 11. Provisions

### *Accounting policy*

The Ministry recognises a provision for future expenditure of uncertain amount or timing when:

- there is a present obligation (either legal or constructive) as a result of a past event,
- it is probable that an outflow of future economic benefits will be required to settle the obligation, and
- a reliable estimate can be made of the amount of the obligation.

As at 30 June 2019 there are no provisions required to be recognised (2018: Nil).

## 12. Employee entitlements

### *Accounting policy*

#### *Short-term employee entitlements*

Employee benefits that are due to be settled within 12 months after the end of the year in which the employee provides the related service are measured based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, annual leave earned but not yet taken at balance date, long service leave entitlements expected to be settled within 12 months, and sick leave.

The Ministry recognises a liability for sick leave to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent that the Ministry anticipates it will be used by staff to cover those future absences.

A liability and an expense for bonuses where it is contractually obliged to pay them, or where there is a past practice that has created a constructive obligation and a reliable estimate of that obligation can be made.

#### *Long-term employee entitlements*

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee provides the related service, such as long service leave, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that employees will reach the point of entitlement, and contractual entitlement information
- the present value of the estimated future cash flows.

#### *Presentation of employee entitlements*

Sick leave, annual leave, vested long service leave and non-vested long service leave expected to be settled within 12 months of balance date are classified as a current liability. All other employee entitlements are classified as a non-current liability.

### Breakdown of employee entitlements

2018 Actual \$000		2019 Actual \$000
	<b>Current portion</b>	
71	Accrued salaries and wages	59
162	Annual leave	83
3	Sick leave	4
–	Long service leave	2
–	Provision for redundancy payments	–
<b>236</b>	<b>Total current portion</b>	<b>148</b>
	<b>Non-current portion</b>	
14	Long service leave	13
<b>250</b>	<b>Total employee entitlements</b>	<b>161</b>

### 13. Lease incentive liability

The Ministry received a contribution of \$124,000 towards the fit out of its new premises from the landlord. The value of this contribution is being written down over the term of the lease against the rental cost of the lease. Further information about the Ministry's leasing arrangements is disclosed in the statement of commitments.

2018 Actual \$000		2019 Actual \$000
14	Lease incentive liability (current portion)	14
57	Lease incentive liability (non-current portion)	43
<b>71</b>	<b>Total lease incentive liability</b>	<b>57</b>

## 14. Equity

### *Accounting policy*

Equity is the Crown's investment in the Ministry and is measured as the difference between total assets and total liabilities.

### *Capital management*

The Ministry manages its revenue, expenses, assets and liabilities, and general financial dealings prudently. The Ministry's equity is largely managed as a by-product of managing revenue, expenses, assets, liabilities and compliance with the government budget processes, Treasury Instructions and the Public Finance Act 1989.

The objective of managing the Ministry's equity is to ensure that the Ministry effectively achieves its goals and objectives for which it has been established while remaining a going concern.

## 15. Related party transactions

The Ministry is a wholly owned entity of the Crown.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and conditions no more or less favourable than those that it is reasonable to expect the Ministry would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with other government agencies (for example, government departments and Crown Entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.

2018 Actual		2019 Actual
<b>Leadership Team, including the Chief Executive</b>		
\$1,062,597	Remuneration	\$915,897
5.5	Full-time equivalent staff	4.6

The Leadership Team remained fairly stable during the year except for a period of four months (1 October 2018 to 31 January 2019) when the Ministry had an acting Chief Executive while the incumbent Chief Executive was seconded to Manatū Taonga Ministry for Culture and Heritage.

The above key management personnel disclosure excludes the Minister for Women. The Minister's remuneration and other benefits are not received only for her role as a member of key management personnel of the Ministry. The Minister's remuneration and other benefits are set by the Remuneration Authority under the Members of Parliament (Remuneration and Services) Act 2013 and are paid under Permanent Legislative Authority, not by the Ministry for Women.

## 16. Events after balance date

There have been no significant events after balance date.

## 17. Financial instruments

Financial assets and financial liabilities are measured at their fair value through surplus or deficit. Transaction costs are recognised in the surplus or deficit.

Financial assets held as loans and receivables comprise cash at bank and on hand and receivables. The total value of financial assets is \$663,000 (2018: \$721,000).

Financial liabilities measured at amortised cost comprise creditors and other payables. The total value of financial liabilities is \$445,000 (2018: \$367,000).

## 18. Explanations of major variances against budget

Explanations for major variances from the Ministry's original 2018/19 budget figures are as follows:

### *Statement of comprehensive revenue and expense*

#### *Revenue*

Other Departmental revenue was higher due to the recovery of costs associated with staff secondments to other agencies, which was not included in the original budget.

#### *Personnel costs*

Personnel costs were slightly higher than budgeted due to use of temporary staff to back fill staff seconded to other departments.

#### *Operating costs*

Operating costs were higher due to the purchase of contracted services that were needed to offset staff secondments to other agencies. The purchase of research services to support projects also increased the cost.

### *Statement of financial position*

#### *Current assets and current liabilities*

Current assets were higher due to an increase in cash balances, resulting from higher levels of creditor balances and expense accruals. This also explains the increase in current liabilities.

#### *Statement of cash flows*

Receipts from departmental revenue were greater than budgeted because of funding received from staff secondments to other departments. Consequently, the cash-outflows for payments to suppliers and employees were higher than budgeted.

The cash-outflows for purchase of property, plant and equipment were higher than budgeted due to payment for computer equipment that was not included in the original budget.

The cash at the beginning of the year was also higher than budgeted. The net impact of these movements meant the cash at the end of the year was \$98,000 higher than budgeted.

#### *Output expenses*

- Policy advice costs were higher than budgeted due to costs incurred to offset staff secondments to other agencies and the resulting increase in overhead cost reallocation.
- Nomination Services costs were higher due to an increase in activities to improve the number of women on the nominations database. Efforts to increase the nomination of women to governance positions and the resulting overhead cost reallocation have also contributed to the increase in costs.
- Ministerial services costs were slightly higher due to an increase in demand for ministerial services.
- National Advisory Council on the Employment of Women costs are lower, due to fewer meetings being held during the year than budgeted.

# Statement of budgeted and actual expenses and capital expenditure incurred against appropriations

For the year ended 30 June 2019

The following statements report information about the expenses and capital expenditure incurred against each appropriation administered by the Ministry. These are prepared on a GST exclusive basis.

End-of-year performance information for each appropriation can be found on pages 23–35.

2018 Actual		2019 Approved appropriation* \$000	2019 Actual \$000	2020 Approved appropriation* \$000
<b>VOTE WOMEN</b>				
<b>Appropriation for departmental output expenses</b>				
<i>Multi-category appropriation</i>				
4,156	Policy Advice	4,666	4,486	5,787
458	Nomination Services	460	647	460
354	Ministerial Services	355	393	355
192	National Advisory Council on the Employment of Women	200	127	200
<b>5,160</b>	<b>Total appropriations for output expenses</b>	<b>5,681</b>	<b>5,653</b>	<b>6,802</b>
<b>Appropriation for capital expenditure</b>				
1	Ministry for Women permanent legislative authority	40	136	40
<b>5,161</b>	<b>Total appropriations</b>	<b>5,721</b>	<b>5,789</b>	<b>6,842</b>

\*Approved appropriation as updated in the Vote Women Supplementary Estimates of Appropriation 2018/19.

## Statement of cost allocation policies

The Ministry has determined the cost of outputs using the cost allocation system outlined below.

Direct costs are those costs directly attributed to an output. Indirect costs are those costs that cannot be attributed to a specific output in an economically feasible manner.

Direct costs are charged directly to outputs. Indirect costs are charged to outputs based on each output's direct salary costs.

There have been no changes to the cost allocation methodology since the date of the last audited financial statements.

# Statement of expenses and capital expenditure incurred in excess of or without appropriation

*For the year ended 30 June 2019*

Expenses and capital expenditure incurred in excess of appropriation

Nil

Expenses and capital expenditure incurred without appropriation or other authority

Nil

# Statement of capital injections

*For the year ended 30 June 2019*

## Capital injections

No capital injections were received during the year (2018: Nil).

## Capital injections without, or in excess of, authority

No capital injections were received during the year without, or in excess of, authority (2018: Nil).



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