

Status report updates from 25 February 2019 – 23 July 2019

5 March 2019

<p>Births, Deaths, Marriages, Relationships Registration Bill</p> <p>●</p> <p>Responsible DCE: Marilyn Little</p> <p>Contact: Ruth Fischer-Smith 9(2)(a)</p>	<p>Recent activities</p> <ul style="list-style-type: none"> • out of scope [redacted] • You have since publically announced your decision to defer the Bill. <p>Next Steps</p> <ul style="list-style-type: none"> • On 7 March 2019, officials will provide a briefing, outlining advice on how to mitigate barriers associated with the current process to change sex information on birth certificates. Officials wish to discuss with you the next steps.
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12 March 2019

Action item	Meeting date	Action for Minister	Status
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p> <p>Responsible DCE: Marilyn Little</p>	<p>7 March 2019</p>	<p>Action item</p> <p>You indicated your key priorities are to:</p> <ul style="list-style-type: none"> • initiate operational mitigations, such as the Registrar-General waiving fees, and report back to you on these mitigations; • establish a working group to consider the barriers to individuals changing their registered sex under the current Family Court process and possible solutions to these barriers; and • out of scope [redacted] <p>Action taken</p> <ul style="list-style-type: none"> • We will provide you with a briefing that provides advice on establishing a working group including a draft terms of reference. This will include an update on mitigating current barriers. out of scope [redacted] 	<p>In progress</p>

19 March 2019

Action item	Meeting date	Action for Minister	Status
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p> <p>Responsible DCE : Marilyn Little</p>	<p>7 March 2019</p>	<p>Action item</p> <p>You indicated your key priorities are to:</p> <ul style="list-style-type: none">• Begin operational changes, such as the Registrar-General waiving fees, and reporting back to you on these changes;• establish a working group to consider the barriers to individuals changing their registered sex under the Family Court process and possible solutions to these barriers; and• out of scope [REDACTED] <p>Action taken</p> <ul style="list-style-type: none">• We will provide you with a briefing by 1 April 2019 with advice on establishing a working group including a draft terms of reference. This will include an update on solutions to barriers.• out of scope [REDACTED]• The due dates for the above briefings were extended to allow for urgent work to be carried out in the aftermath of the events in Christchurch on 15 March 2019. This will allow us to incorporate any information arising out of your 20 March 2019 meeting with United Nations expert Victor Madrigal-Borloz.	<p>In progress</p>

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26 March 2019

Action item	Meeting date	Action for Minister	Status
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p> <p>Responsible DCE : Marilyn Little</p>	<p>7 March 2019</p>	<p>Action item</p> <ul style="list-style-type: none">• You indicated your key priorities are to:<ul style="list-style-type: none">○ begin operational changes, such as the Registrar-General waiving fees, and reporting back to you on these changes;○ establish a working group to consider the barriers to individuals changing their registered sex under the Family Court process and possible solutions to these barriers; and○ out of scope [REDACTED] <p>Action taken</p> <ul style="list-style-type: none">• We will provide you with a briefing by 1 April 2019 with advice on establishing a working group including a draft terms of reference. This will include an update on solutions to barriers.• out of scope [REDACTED]	<p>In progress</p>


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2 April 2019

Action item	Meeting date	Action for Minister	Status
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p> <p>Responsible DCE : Marilyn Little</p>	<p>7 March 2019</p>	<p>Action item</p> <ul style="list-style-type: none"> • You indicated your key priorities are to: <ul style="list-style-type: none"> ○ begin operational changes, such as the Registrar-General waiving fees, and reporting back to you on these changes; ○ establish a working group to consider the barriers to individuals changing their registered sex under the Family Court process and possible solutions to these barriers; and ○ out of scope [REDACTED] <p>Action taken</p> <ul style="list-style-type: none"> • On 1 April 2019 we provided advice to you on establishing a working group including a draft terms of reference. • out of scope [REDACTED] 	<p>In progress</p>

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9 April 2019

Action item	Meeting date	Action for Minister	Status
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p> <p>Responsible DCE : Karl Le Quesne</p>	<p>7 March 2019</p>	<p>Action item</p> <ul style="list-style-type: none">• You indicated your key priorities are to:<ul style="list-style-type: none">○ begin operational changes, such as the Registrar-General waiving fees, and reporting back to you on these changes; and○ establish a working group to consider the barriers to individuals changing their registered sex under the Family Court process and possible solutions to these barriers. <p>Action taken</p> <ul style="list-style-type: none">• On 1 April 2019 we provided advice to you on establishing a working group including a draft terms of reference.• out of scope 	<p>In progress</p>

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Births, Deaths,
Marriages, and
Relationships and
Registration Bill.



Responsible DCE:
Karl Le Quesne

Contact:
Ruth Fischer-Smith
9(2)(a)

Recent activities

- On 1 April 2019, we provided advice on establishing a working group to consider improvements to the current Family Court process, including a draft terms of reference. This advice included options for legal and medical experts to participate in the working group and on how the working group is established.
- out of scope

Next steps

- Subject to your agreement, we will prepare the relevant papers to establish the working group.
- We will continue to work on the issues raised in Crown Law's advice and reducing obstacles associated with the current process (the waiver of departmental fees and clarifying the information we provide).

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30 April 2019

Action item	Meeting date	Action for Minister	Status
Births, Deaths, Marriages, and Relationships Registration Bill next steps Responsible DCE: Karl Le Quesne	7 March 2019	Action item <ul style="list-style-type: none"> • You indicated your key priorities are to: <ul style="list-style-type: none"> ○ begin operational changes to reduce barriers to changing registered sex, such as the Registrar-General waiving fees, reporting back to you on these changes and preparing to engage with any working group; and ○ establish a working group to consider the barriers to individuals changing their registered sex under the Family Court process and possible solutions to these barriers. Action taken <ul style="list-style-type: none"> • Please see 'updates for discussion'. 	In progress

Births, Deaths, Marriages, and Relationships Registration Bill next steps ● Responsible DCE: Karl le Quesne Contact: Ruth Fischer-Smith 9(2)(a)	Recent activities <ul style="list-style-type: none"> • A draft Cabinet paper on establishing the working group is currently out for departmental consultation. • Due to the Family Court role in the process to change registered sex, we have been engaging with MoJ. This includes conversations on how they can contribute technical advice to the working group. • out of scope Next Steps We will provide you with the draft Cabinet paper on establishing the working group on 6 May 2019 for your consideration and for ministerial consultation.
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7 May 2019

Action item	Meeting date	Action for Minister	Status
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p> <p>Responsible DCE: Karl Le Quesne</p>	7 March 2019	<p>Action item</p> <ul style="list-style-type: none"> • You indicated your key priorities are to: <ul style="list-style-type: none"> ○ begin operational changes to reduce barriers to changing registered sex, such as the Registrar-General waiving fees, reporting back to you on these changes and preparing to engage with any working group; and ○ establish a working group to consider the barriers to individuals changing their registered sex under the Family Court process and possible solutions to these barriers. <p>Action taken</p> <ul style="list-style-type: none"> • Please see 'updates for discussion'. 	In progress

<p>Births, Deaths, Marriages, and Relationships Registration Bill</p> <p>●</p> <p>Responsible DCE: Karl Le Quesne</p> <p>Contact: Ruth Fischer-Smith 9(2)(a)</p>	<p>Recent activities</p> <ul style="list-style-type: none"> • On 6 May 2019, we provided you with the draft Cabinet paper <i>Establishing a Working Group for reducing barriers to changing registered sex</i> for your feedback and for you to circulate to Ministerial colleagues for consultation. • On 16 April 2019, you sent a letter requesting Working Group nominees from the New Zealand Labour Party and Green Party of Aotearoa New Zealand. Responses were due on 7 May 2019. <p>Next steps</p> <ul style="list-style-type: none"> • We propose that you lodge the Cabinet paper on 6 June 2019 for consideration by SWC on 12 June 2019.
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14 May 2019

Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill next steps	<p>We sent you a draft Cabinet paper on establishing the working group on 6 May 2019. Your office has begun Ministerial and support party consultation on this paper and we will work with your office to incorporate any feedback received. We are also making initial contact to check nominated individuals' availability to be on the working group.</p> <p>To mitigate barriers to individuals changing their registered sex in the short-term, the Registrar-General is working on the operational policy to waive departmental fees. This policy will be ready to announce together with the establishment of the working group at the end of July 2019.</p>	


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21 May 2019


Priority	Next Milestone	Progress
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p>	<p>We sent you a draft Cabinet paper on establishing the Working Group on 6 May 2019. Your office has begun Ministerial and support party consultation on this paper and we will work with your office to incorporate any feedback received. You are scheduled to lodge the paper on 6 June 2019 for consideration at SWC on 12 June 2019.</p> <p>9(2)(g)(i)</p> <p>[Redacted]</p> <p>We have made initial contact with all six other nominees, most of whom are available to be on the Working Group if it is established. Two nominees have yet to confirm but have expressed support for the Working Group.</p> <p>out of scope</p> <p>[Redacted]</p> <p>To mitigate barriers to individuals changing their registered sex in the short-term, the Registrar-General is working on the operational policy to waive departmental fees. This policy will be ready to announce together with the establishment of the working group at the end of July 2019.</p>	<p>●</p>

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28 May 2019

Priority	Next Milestone	Progress
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p>	<p>Ministerial coalition and support party consultation on the draft Cabinet paper on establishing the Working Group ended on 24 May 2019. We sent you the final version of this paper on 28 May 2019 for your approval. You are scheduled to approve lodging the paper for consideration at SWC on 12 June 2019.</p> <p>We have made initial contact with six nominees, most of whom are available to be on the Working Group. Some potential members are unavailable. We have identified further individuals to fill areas of expertise to ensure that the Working Group represents the interests of the community. Your office received a further nomination for the Working Group. We will provide you with advice on this nomination, and all other membership updates, in the week beginning 3 June 2019.</p> <p>To mitigate barriers to individuals changing their registered sex in the short-term, the Registrar-General is working on the operational policy to waive departmental fees. This policy will be ready to announce together with the establishment of the working group at the end of July 2019.</p>	<p></p>

4 June 2019

Priority	Next Milestone	Progress
<p>Births, Deaths, Marriages, and Relationships Registration Bill next steps</p>	<p>You approved the final version of the Cabinet paper establishing a Working Group for Reducing Barriers to Changing Registered Sex. This paper will be lodged on 5 June 2019 for consideration by the Social Wellbeing Committee on 12 June 2019.</p> <p>Officials have contacted the seven potential members previously discussed with you. All are supportive of the Working Group and its purpose and six have confirmed willingness to be on the group. Officials will now seek information from these candidates that can be used in the appointments and honours process should the Working Group be approved by Cabinet on 17 June 2019. We have sent you a briefing on 9(2)(a) [redacted], whom we can approach after a discussion with you at the officials' meeting on 13 June 2019.</p>	<p></p>

11 June 2019

Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill next steps	<p>The Cabinet paper, <i>Establishing a Working Group for reducing barriers to changing registered sex</i>, has been lodged and will be considered by the Cabinet Social Wellbeing Committee (SWC) on 12 June 2019.</p> <p>Officials are continuing to liaise with potential members of the Working Group, as advised in the briefing we sent to you on 5 June 2019. We will be discussing these updates with you at the officials' meeting on 13 June 2019.</p>	●

18 June 2019

Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill next steps	<p>The Cabinet paper, <i>Establishing a Working Group for reducing barriers to changing registered sex</i>, was approved by Cabinet on 17 June 2019.</p> <p>Officials have contacted all potential Working Group members. On 20 June 2019 we will provide you with a draft Appointments and Honours Cabinet committee paper for Ministerial, coalition and support party consultation.</p>	●

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25 June 2019

Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill – Establishing a Working Group	<p>The Cabinet paper, <i>Establishing a Working Group for reducing barriers to changing registered sex</i>, was approved by Cabinet on 17 June 2019.</p> <p>Officials have contacted all potential Working Group members, and all have agreed to participate.</p> <p>On 20 June 2019 we provided you with a draft Appointments and Honours Cabinet Committee paper for Ministerial, coalition and support party consultation.</p>	●

2 July 2019

Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill – Establishing a Working Group	<p>The Cabinet paper, <i>Establishing a Working Group for reducing barriers to changing registered sex</i>, was approved by Cabinet on 17 June 2019.</p> <p>Officials have contacted all potential Working Group members, and all have agreed to participate.</p> <p>On 20 June 2019 we provided you with a draft Appointments and Honours Cabinet Committee (APH) paper for Ministerial, coalition and support party consultation.</p> <p>Consultation on the draft APH paper closed on 2 July 2019. The APH paper will be lodged by 18 July 2019. The Department is preparing appointment letters, a Ministerial press release and other material for release once APH have approved the Working Group appointments.</p>	●

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9 July 2019


Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill – Establishing a Working Group	<p>The Cabinet paper, <i>Establishing a Working Group for reducing barriers to changing registered sex</i>, was approved by Cabinet on 17 June 2019.</p> <p>All potential Working Group members have now agreed to participate.</p> <p>On 20 June 2019 we provided you with a draft Appointments and Honours Cabinet Committee (APH) paper for Ministerial, coalition and support party consultation.</p> <p>Consultation on the draft APH paper closed on 2 July 2019. The APH paper will be lodged by 18 July 2019. The Department is preparing appointment letters, a Ministerial media release announcing the Working Group members and talking points to support your attendance at APH.</p>	●

16 July 2019

Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill – Establishing a Working Group	<p>On 20 June 2019 we provided you with a draft Appointments and Honours Cabinet Committee (APH) paper for Ministerial, coalition and support party consultation. Consultation on the draft APH paper closed on 2 July 2019. The APH paper will be lodged by 18 July 2019. The Department is preparing appointment letters and talking points to support your attendance at APH.</p> <p>out of scope</p> <p>out of scope</p>	●

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23 July 2019

Priority	Next Milestone	Progress
Births, Deaths, Marriages, and Relationships Registration Bill – Establishing a Working Group	<p>The Appointments and Honours Cabinet Committee (APH) paper appointing members to the Working Group for reducing barriers to changing registered sex has been lodged. The paper will be considered by APH on 24 July 2019. We provided you with talking points and officials will attend in support. We also provided you with appointment letters to be sent to the Working Group members following Cabinet confirmation.</p> <p>On 25 July 2019 we will provide you with material to support your announcement of the Working Group, including a draft media statement. We are recommending releasing the media statement after the appointment letters reach the members.</p> <p>out of scope</p> <p>out of scope</p>	

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In-Confidence

Office of the Minister of Internal Affairs

Chair, Cabinet Appointments and Honours Committee

Working Group for reducing barriers to changing registered sex: Appointments

Proposal

1. This paper outlines my intention to appoint the following members to the Working Group to advise on ways to improve the current process to change registered sex as shown on birth certificates (the Working Group) from 5 August 2019 to 17 December 2019:
 - 1.1. Kate Scarlet as Chair;
 - 1.2. Jack Byrne as a member;
 - 1.3. Mani Mitchell as a member;
 - 1.4. Georgina Beyer as a member;
 - 1.5. Jeannie Oliphant as a member;
 - 1.6. Fleur Fitzsimons as a member; and
 - 1.7. Ahi Wi-Hongi as a member.

Background

2. Following deferral of the Births, Deaths, Marriages and Relationships Registration Bill (the Bill) in February 2019, Cabinet noted my intention to make practical improvements to the process of changing registered sex. This work can be done while the legal issues related to the Bill are being worked on.
3. Cabinet approved the establishment of the Working Group on 17 June 2019 [CAB-19-MIN-0288 refers].
4. The Working Group will identify barriers in current processes for changing registered sex on birth certificates and potential mitigations to those barriers.

Appointment criteria

5. The Working Group will include representatives of the transgender and intersex community as well as medical and legal experts with knowledge and experience of the process to change registered sex on birth certificates. This is to ensure that any improvements best meet the needs of impacted individuals.

Proposed appointees

6. I propose to appoint Kate Scarlet as Chair, and Jack Byrne, Mani Mitchell, Georgina Beyer, Jeannie Oliphant, Fleur Fitzsimons, and Ahi Wi-Hongi as members beginning on 5 August 2019 for the duration of the Working Group's existence:

6.1. **Kate Scarlet** S9(2)(g)(i) [Redacted]

6.2. **Jack Byrne** S9(2)(g)(i) [Redacted]

6.3. **Mani Mitchell** S9(2)(g)(i) [Redacted]

6.4. **Georgina Beyer** S9(2)(g)(i) [Redacted]

6.5. **Jeannie Oliphant** S9(2)(g)(i) [Redacted]

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6.6. Fleur Fitzsimons S9(2)(g)(i)

6.7. Ahi Wi-Hongi S9(2)(g)(i)

Representativeness of appointment

7. I am satisfied that the proposed appointments will provide a well-balanced Working Group that appropriately represents the communities affected by the barriers within the process to change registered sex on birth certificates. Representatives from the transgender, intersex and gender-diverse communities, as well as legal and medical experts, will provide a depth of skills and knowledge about LGBTQIA+ issues.

Remuneration

8. The Working Group will be classified as a Group 4 level 3 body under the Cabinet Fees Framework. I propose that the Chair be paid a daily rate of \$457, and the members be paid a daily rate of \$319, which is consistent with the Revised Cabinet Fees Framework which takes effect on 1 July 2019. These rates reflect the knowledge and experience expected of the Working Group's Chair and members, and the scope and public interest of the Working Group's advice.

Conflicts of interest

9. I confirm that the appropriate enquiries concerning conflicts of interests have been carried out, in accordance with the State Services Commission appointment guidelines, to identify any conflict of interest that could reasonably be identified. No conflicts of interest have been identified.
10. In the event of any actual or potential conflicts of interest arising, all candidates have agreed to promptly declare that conflict and abide by any decision made about the management of that conflict.

Candidate summaries and organisation form

11. Candidate summaries and an organisation form for the Working Group are attached.

Timing and publicity

12. The appointments will be published in the New Zealand Gazette and announced in a media release once completed.

Recommendations

13. I recommend that the Committee notes my intention to appoint the following members to the Working Group starting on 5 August 2019 to 17 December 2019:

- 13.1. Kate Scarlet as Chair;
- 13.2. Jack Byrne as a member;
- 13.3. Mani Mitchell as a member;
- 13.4. Georgina Beyer as a member;
- 13.5. Jeannie Oliphant as a member;
- 13.6. Fleur Fitzsimons as a member; and
- 13.7. Ahi Wi-Hongi as a member.

Authorised for lodgement

Hon Tracey Martin
Minister of Internal Affairs

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Organisation Form

Cabinet Appointments and Honours Committee

Organisation

Working Group for reducing barriers to changing registered sex

Portfolio

Internal Affairs

Brief Outline of the Functions and Responsibilities of the Organisation

The Working Group will identify barriers to current processes of changing registered sex and potential mitigations to those barriers. The Working Group will include representatives of the transgender and intersex community as well as medical and legal experts with knowledge and experience of the current process to change registered sex on birth certificates. This is to ensure that any improvements best meet the needs of impacted individuals.

Current Membership

Name	M/F/X	City/Town	Date of original appointment	Expiry date of present term
Kate Scarlet (Chair)	F	Wellington	5/08/2019	17/12/2019
Jack Byrne	M	Auckland	5/08/2019	17/12/2019
Georgina Beyer	F	Wellington	5/08/2019	17/12/2019
Mani Mitchell	X	Wellington	5/08/2019	17/12/2019
Jeannie Oliphant	F	Auckland	5/08/2019	17/12/2019
Fleur Fitzsimons	F	Wellington	5/08/2019	17/12/2019
Ahi Wi-Hongi	X	Wellington	5/08/2019	17/12/2019

Ethnic Representation

NZ European/Pakeha 4	Māori 2	Samoan	Tongan
Cook Island Māori	Indian	Niuean	Chinese
Other (please specify) N/A - 1			

Date: 31 December 2018

Candidate CV Form

Sections with * must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

Name* (family name in upper case; include title if appropriate)	Fleur Anne FITZSIMONS
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The Position

Organisation/Entity*	Working Group for reducing the barriers to changing registered sex
Position * (chair/member etc.)	Member
Term*	Duration of Working Group's existence
Payment* (per day /per year)	\$319 daily rate

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position* (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	S9(2)(g)(i)
Possible conflicts of interest*	None
Proposals for conflict management (if applicable)	

The Candidate

Name* (family name in upper case; include title if appropriate)	Fleur Anne FITZSIMONS
Address	Wellington
Ethnicity(s)	Pakeha
Age range*	>30 31-40 41-50 51-60 <60 prefer not to say
Gender*	M F gender diverse prefer not to say
Current or most recent Employment* (specify position and employer, include years)	Legal Officer/Solicitor, Public Service Association (2008 – present) Councillor, Wellington City Council (2017 – current)
Government board appointments held* (current and previous, include years)	TEC (2008 – 2010)
Private and/or voluntary sector board appointments held* (current and previous, include years)	Solicitor, Wellington Community Law Centre (2008 – 2008) President, New Zealand Students' Association (2003 – 2003) Co-President, Victoria University Students' Association (2002 – 2002)
Qualifications and experience (include significant work history and community involvement)	

Use further pages, if required.

Date: 20 / 06 / 2019

*Ethnicity, age and gender information is collected for statistical collation by the State Services Commission, Ministry for Women, and Office of Ethnic Communities.

Candidate CV Form

Sections with * must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

Name* (family name in upper case; include title if appropriate)	Kathryn (Kate) Hannah Doriel SCARLET
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The Position

Organisation/Entity*	Working Group for reducing the barriers to changing registered sex
Position * (chair/member etc.)	Chair
Term*	Duration of Working Group's existence
Payment* (per day /per year)	\$457 daily rate

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position* (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	S9(2)(g)(i)
Possible conflicts of interest*	None
Proposals for conflict management (if applicable)	

The Candidate

Name* (family name in upper case; include title if appropriate)	Kathryn (Kate) Hannah Doriel SCARLET
Address	Wellington
Ethnicity(s)	Pakeha
Age range*	>30 31-40 41-50 51-60 <60 prefer not to say
Gender*	M F gender diverse prefer not to say
Current or most recent Employment* (specify position and employer, include years)	Community Law Wellington and Hutt Valley (2011 – present)
Government board appointments held* (current and previous, include years)	None
Private and/or voluntary sector board appointments held* (current and previous, include years)	Founding member/board member, Naming NZ (under Outerspaces), (2015 – present)
Qualifications and experience (include significant work history and community involvement)	LLB, Victoria University of Wellington (2011) Admitted as Barrister and Solicitor, High Court of New Zealand (2012) Stepping Up, Law Society of New Zealand (2016)

Use further pages, if required.

Date: 20 / 06 / 2019

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Candidate CV Form

Sections with * must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

Name* (family name in upper case; include title if appropriate)	Mani Bruce MITCHELL
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The Position

Organisation/Entity*	Working Group for reducing the barriers to changing registered sex
Position * (chair/member etc.)	Member
Term*	Duration of Working Group's existence
Payment* (per day /per year)	\$319 daily rate

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position* (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	S9(2)(g)(i)
Possible conflicts of interest*	None
Proposals for conflict management (if applicable)	

The Candidate

Name* (family name in upper case; include title if appropriate)	Mani Bruce MITCHELL
Address	Wellington
Ethnicity(s)	N/A
Age range*	>30 31-40 41-50 51-60 <60 prefer not to say
Gender*	M F gender diverse prefer not to say
Current or most recent Employment* (specify position and employer, include years)	Self-employed, Counsellor/Therapist/Educator/Clinical Supervisor (1996 – present) Training Development Coordinator, Quitline Kai Tautoko (1998 – present) Executive Director, Intersex Trust Aotearoa New Zealand (1996 – present)
Government board appointments held* (current and previous, include years)	N/A
Private and/or voluntary sector board appointments held* (current and previous, include years)	Executive Director, Intersex Trust Aotearoa New Zealand (1996 – present) Manager Civil Defence, Wellington Regional Council (1984 – 1995)
Qualifications and experience (include significant work history and community involvement)	

Use further pages, if required.

Date: 20 / 06 / 2019

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Candidate CV Form

Sections with * must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

Name* (family name in upper case; include title if appropriate)	Jeannie OLIPHANT
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The Position

Organisation/Entity*	Working Group for reducing the barriers to changing registered sex
Position * (chair/member etc.)	Member
Term*	Duration of Working Group's existence
Payment* (per day /per year)	\$319 daily rate

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position* (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	S9(2)(g)(i)
Possible conflicts of interest*	None
Proposals for conflict management (if applicable)	

The Candidate

Name* (family name in upper case; include title if appropriate)	Jeannie OLIPHANT
Address	Auckland
Ethnicity(s)	NZ European
Age range*	>30 31-40 41-50 51-60 <60 prefer not to say
Gender*	M F gender diverse prefer not to say
Current or most recent Employment* (specify position and employer, include years)	Senior Medical Officer, Centre for Youth Health, CMDHB (2014 – present) Sexual Health Physician, Auckland Regional Sexual Health Service (2014 – present)
Government board appointments held* (current and previous, include years)	N/A
Private and/or voluntary sector board appointments held* (current and previous, include years)	Member, NZ Sexual Health Society executive (2014 – 2016) Member/NZ representative, RACP training committee in sexual health (2014 – 2016)
Qualifications and experience (include significant work history and community involvement)	MbChB, MMSci, Otago University, Auckland University (1990, 2013) Fellowship of the Royal New Zealand College of General Practitioners, RNZCGP (2003) Fellowship of the Australasian Chapter of Sexual Health Medicine of the RACP, RACP (2013)

Use further pages, if required.

Date: 20 / 06 / 2019

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Candidate CV Form

Sections with * must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

Name* (family name in upper case; include title if appropriate)	Jack BYRNE
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The Position

Organisation/Entity*	Working Group for reducing the barriers to changing registered sex
Position * (chair/member etc.)	Member
Term*	Duration of Working Group's existence
Payment* (per day /per year)	\$319 daily rate

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position* (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	S9(2)(g)(i)
Possible conflicts of interest*	None
Proposals for conflict management (if applicable)	

The Candidate

Name* (family name in upper case; include title if appropriate)	Jack BYRNE
Address	Auckland
Ethnicity(s)	Pakeha
Age range*	>30 31-40 41-50 51-60 <60 prefer not to say
Gender*	M F gender diverse prefer not to say
Current or most recent Employment* (specify position and employer, include years)	Research Officer, University of Waikato (2017 – present) Health and human rights consultant, TransAction (2014 - present)
Government board appointments held* (current and previous, include years)	Member, Ministerial Working Party on Support Services for Older People and People with Disabilities (2004 – 2005) Member, Ministerial Tertiary Reference Group (2003 – 2005) Member, Ministerial EEO Advisory Group (2000)
Private and/or voluntary sector board appointments held* (current and previous, include years)	Member, Advisory Board Asia Pacific Transgender Network (2016 - present) Member, International Advisory Board for the Astraea Foundation (2016 – present) Chair, Grant Making Panel International Trans Fund (2016 – 2018) Member, Steering Committee International Trans Fund (2014 – 2016)
Qualifications and experience (include significant work history and community involvement)	MA (Applied) Social Science Research, Victoria University Wellington (1997)

Use further pages, if required.

Date: 20 / 06 / 2019

*Ethnicity, age and gender information is collected for statistical collation by the State Services Commission, Ministry for Women, and Office of Ethnic Communities.

Candidate CV Form

Sections with * must be completed.

This form should be completed by, or in consultation with, the candidate where possible.

Name* (family name in upper case; include title if appropriate)	Georgina BEYER
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The Position

Organisation/Entity*	Working Group for reducing the barriers to changing registered sex
Position * (chair/member etc.)	Member
Term*	Duration of Working Group's existence
Payment* (per day /per year)	\$319 daily rate

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position* (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	S9(2)(g)(i)
Possible conflicts of interest*	None
Proposals for conflict management (if applicable)	

The Candidate

Name* (family name in upper case; include title if appropriate)	Georgina BEYER
Address	Wellington
Ethnicity(s)	Māori
Age range*	>30 31-40 41-50 51-60 <60 prefer not to say
Gender*	M F gender diverse prefer not to say
Current or most recent Employment* (specify position and employer, include years)	<ul style="list-style-type: none"> • Currently undertakes speaking engagements • 'Guardian' of the newly formed Rainbow Pride Auckland (Whakahihi)
Government board appointments held* (current and previous, include years)	Councillor, Carterton District Council (1993 – 1995) Mayor, Carterton District (1995 – 2000) Member of Parliament, Wairarapa (1999 – 2005) Member of Parliament, Labour List (2005 – 2007)
Private and/or voluntary sector board appointments held* (current and previous, include years)	Board Member, New Zealand AIDS Foundation (1996 – 1998) Zone 4 Representative, Local Government New Zealand (1998 – 2000) Trustee, Kuranui College (1993 – 1994)
Qualifications and experience (include significant work history and community involvement)	School Certificate (1975) Justice of the Peace (1997)

Use further pages, if required.

Date: 20 / 06 / 2019

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Candidate CV Form

Sections with * must be completed.

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Name* (family name in upper case; include title if appropriate)	<div style="background-color: #cccccc; width: 50px; height: 20px; display: inline-block;"></div> (Ahi) WI-HONGI s 9(2)(a)
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The Position

Organisation/Entity*	Working Group for reducing the barriers to changing registered sex
Position * (chair/member etc.)	Member
Term*	Duration of Working Group's existence
Payment* (per day /per year)	\$319 daily rate

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position* (e.g. business skills, community involvement, cultural awareness, regional perspective – as relevant to the needs of the position)	S9(2)(g)(i)
Possible conflicts of interest*	None
Proposals for conflict management (if applicable)	

Released under the Official Information Act 1982

The Candidate

Name* (family name in upper case; include title if appropriate)	<div style="background-color: #cccccc; width: 50px; height: 15px; display: inline-block;"></div> (Ahi) WI-HONGI s 9(2)(a)
Address	Wellington
Ethnicity(s)	Māori/Pakeha
Age range*	>30 31-40 41-50 51-60 <60 prefer not to say
Gender*	M F gender diverse prefer not to say
Current or most recent Employment* (specify position and employer, include years)	<ul style="list-style-type: none"> • National Coordinator, Gender Minorities Aotearoa (2014 - present) • Community Liaison Health Promotor, New Zealand Prostitutes' Collective (2013 - present)
Government board appointments held* (current and previous, include years)	N/A
Private and/or voluntary sector board appointments held* (current and previous, include years)	Board, Gender Minorities Aotearoa (2017 – present)
Qualifications and experience (include significant work history and community involvement)	Certificate in Public Health, Massey University (2015)

Use further pages, if required.

Date: 20 / 06 / 2019

*Ethnicity, age and gender information is collected for statistical collation by the State Services Commission, Ministry for Women, and Office of Ethnic Communities.



29 JUL 2019

Kate Scarlet
S9(2)(a)

Dear Kate Scarlet

Appointment to the Working Group for reducing barriers to changing registered sex

As Minister of Internal Affairs, I am pleased to advise that you are appointed as Chair of the Working Group for reducing barriers to changing registered sex (the Working Group). This letter serves as the formal instrument of appointment.

Your term commences on 5 August 2019 and expires on 17 December 2019.

The Working Group

The Working Group includes representatives of the transgender and intersex communities, as well as medical and legal experts with knowledge and experience of current processes to change registered sex on birth certificates. This is to ensure that any improvements the group recommends can best meet the needs of impacted individuals.

The focus of the Working Group will be on practical changes to help individuals who are going through the process to change the sex registered on their birth certificate. Further work on the Births, Deaths, Marriages and Relationships Registration Bill is being undertaken independently of the Working Group.

The Working Group will:

- a) advise on barriers under current processes to change the registered sex on birth certificates;
- b) test immediate mitigations to identified barriers; and
- c) recommend solutions to those barriers.

It is important that a range of views are represented and heard within the Working Group. It is a priority for me that discussions occur in a safe environment and that no member feels unable to voice their views and ideas. Any concerns of individual members will be heard and addressed.

Membership of the Working Group

From 5 August 2019, the Working Group will consist of yourself and the following individuals:

- Jack Byrne;
- Mani Mitchell;

- Georgina Beyer;
- Jeannie Oliphant;
- Fleur Fitzsimons; and
- Ahi Wi-Hongi.

Fees

As Chair of the Working Group, you will receive a daily rate of \$457, consistent with the Revised Cabinet Fees Framework which took effect on 1 July 2019. All reasonable costs incurred will be reimbursed for the duration of your appointment.

Your appointment to the Working Group is at the pleasure of the Government. If the Minister of Internal Affairs decides to terminate the work of the Working Group, the Government is required to pay you fees only for the time up to termination. There is no obligation to compensate you for any early termination.

Communications and media

Working Group members should ensure that when expressing views over social media, it is clear they are doing so as an individual and not representing the views of the Working Group as a whole.

Membership of the group does not preclude members from publicly speaking, writing or publishing on any topic within the remit of the group. However, in so doing, members should make clear that any activity undertaken in this regard is within their personal capacity and should not be considered as representative of the group or its views.

Working Group meetings will be held under Chatham House rules. The Working Group may authorise members to discuss issues with members of their community using any medium, but the work of the Working Group should not be discussed on social media or with the general public unless authorised by the Working Group.

There will be further guidance on communications and media on behalf of the Working Group in the procedural documentation provided by the Department of Internal Affairs.

Resignation and removal

You may, at any time, resign from the Working Group by writing to the Minister of Internal Affairs. The Minister of Internal Affairs may remove you from the Working Group for any reason, such as misconduct, an inability to perform the functions of your role, or neglect of your duty.

Conflicts of interest

You have declared no conflicts of interest associated with your membership in the Working Group.

If at any stage during your term of appointment you feel you may have a real or perceived conflict of interest, please bring this to the attention of the Minister of Internal Affairs for her decision.

As Chair, you have a role to ensure that you are aware of the interests of Working Group members and that these are appropriately managed, including actual conflicts and any interests that are likely to be seen as conflicts. Attached as **Appendix A** is a list of the interests disclosed by members to assist you in this task. Please ensure that members are given the opportunity to disclose any new or changed conflicts of interest.

If you have any questions regarding any aspect of your appointment, please contact Donna Boniface-Webb at the Department of Internal Affairs on 04 495 9320 or Donna.Boniface-Webb@dia.govt.nz.




Yours sincerely



Hon Tracey Martin
Minister of Internal Affairs

Released under the Official Information Act 1982

Appendix A: Interests declared by members of the Working Group

Name and contact details	Possible conflicts of interest
	Proposals for conflict management
Jack Byrne S9(2)(a) 	None Jack has agreed that, in the event of any actual or potential conflict of interest or probity issue arising, he will identify and disclose to the Chair in a timely and effective manner these interests, or any one of them, should that present a conflict of interest in relation to any deliberations of the Working Group, and recuse himself from consideration of any matter that presents a clear and direct conflict, if considered appropriate by the Chair.
Mani Mitchell S9(2)(a) 	None Mani has agreed that, in the event of any actual or potential conflict of interest or probity issue arising, they will identify and disclose to the Chair in a timely and effective manner these interests, or any one of them, should that present a conflict of interest in relation to any deliberations of the Working Group, and recuse themselves from consideration of any matter that presents a clear and direct conflict, if considered appropriate by the Chair.
Georgina Beyer S9(2)(a) 	None Georgina has agreed that, in the event of any actual or potential conflict of interest or probity issue arising, she will identify and disclose to the Chair in a timely and effective manner these interests, or any one of them, should that present a conflict of interest in relation to any deliberations of the Working Group, and recuse herself from consideration of any matter that presents a clear and direct conflict, if considered appropriate by the Chair.

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Name and contact details	Possible conflicts of interest
	Proposals for conflict management
Jeannie Oliphant S9(2)(a) <div style="background-color: gray; width: 200px; height: 20px; margin-top: 5px;"></div>	None Jeannie has agreed that, in the event of any actual or potential conflict of interest or probity issue arising, she will identify and disclose to the Chair in a timely and effective manner these interests, or any one of them, should that present a conflict of interest in relation to any deliberations of the Working Group, and recuse herself from consideration of any matter that presents a clear and direct conflict, if considered appropriate by the Chair.
Fleur Fitzsimons S9(2)(a) <div style="background-color: gray; width: 250px; height: 20px; margin-top: 5px;"></div>	None Fleur has agreed that, in the event of any actual or potential conflict of interest or probity issue arising, she will identify and disclose to the Chair in a timely and effective manner these interests, or any one of them, should that present a conflict of interest in relation to any deliberations of the Working Group, and recuse herself from consideration of any matter that presents a clear and direct conflict, if considered appropriate by the Chair.
Ahi Wi-Hongi S9(2)(a) <div style="background-color: gray; width: 250px; height: 20px; margin-top: 5px;"></div>	None Ahi has agreed that, in the event of any actual or potential conflict of interest or probity issue arising, they will identify and disclose to the Chair in a timely and effective manner these interests, or any one of them, should that present a conflict of interest in relation to any deliberations of the Working Group, and recuse themselves from consideration of any matter that presents a clear and direct conflict, if considered appropriate by the Chair.

Released under the Official Information Act 1982

Hon Tracey Martin

Minister for Children

Associate Minister of Education

Minister of Internal Affairs

Minister for Seniors



29 JUL 2019

Jack Byrne

S9(2)(a)

Dear Jack Byrne

Appointment to the Working Group for reducing barriers to changing registered sex

As Minister of Internal Affairs, I am pleased to advise that you are appointed as a member of the Working Group for reducing barriers to changing registered sex (the Working Group). This letter serves as the formal instrument of appointment.

Your term commences on 5 August 2019 and expires on 17 December 2019.

The Working Group

The Working Group includes representatives of the transgender and intersex communities, as well as medical and legal experts with knowledge and experience of current processes to change registered sex on birth certificates. This is to ensure that any improvements the group recommends can best meet the needs of impacted individuals.

The focus of the Working Group will be on practical changes to help individuals who are going through the process to change the sex registered on their birth certificate. Further work on the Births, Deaths, Marriages and Relationships Registration Bill is being undertaken independently of the Working Group.

The Working Group will:

- a) advise on barriers under current processes to change the registered sex on birth certificates;
- b) test immediate mitigations to identified barriers; and
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It is important that a range of views are represented and heard within the Working Group. It is a priority for me that discussions occur in a safe environment and that no member feels unable to voice their views and ideas. Any concerns of individual members will be heard and addressed.

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- Kate Scarlet (Chair);
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Fees

As a member of the Working Group, you will receive a daily rate of \$319, consistent with the Revised Cabinet Fees Framework which took effect on 1 July 2019. All reasonable costs incurred will be reimbursed for the duration of your appointment.

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Conflicts of interest

You have declared no conflicts of interest associated with your membership in the Working Group.

The Chair has a role to manage conflicts of interest. If at any stage during your term of appointment you feel you may have a real or perceived conflict of interest, please bring this to the attention of the Chair who will decide on an appropriate course of action to manage the interest.

If you have any questions regarding any aspect of your appointment, please contact Donna Boniface-Webb at the Department of Internal Affairs on 04 495 9320 or Donna.Boniface-Webb@dia.govt.nz.

Yours sincerely

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Hon Tracey Martin
Minister of Internal Affairs

Released under the Official Information Act 1982

Hon Tracey Martin

Minister for Children

Associate Minister of Education

Minister of Internal Affairs

Minister for Seniors



29 JUL 2019

Mani Mitchell
S9(2)(a)

Dear Mani Mitchell

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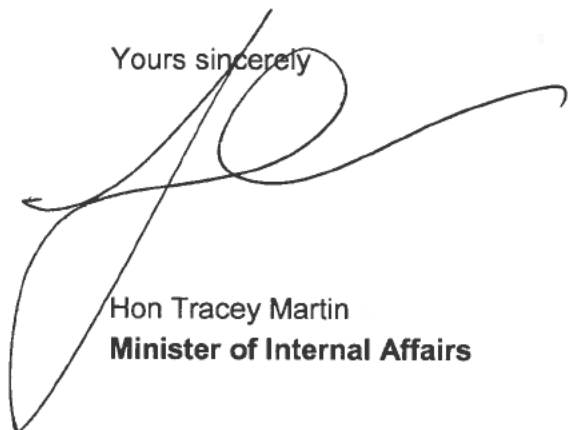
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Yours sincerely

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Hon Tracey Martin
Minister of Internal Affairs

Released under the Official Information Act 1982



29 JUL 2019

Georgina Beyer

S9(2)(a)

Dear Georgina Beyer

Appointment to the Working Group for reducing barriers to changing registered sex

As Minister of Internal Affairs, I am pleased to advise that you are appointed as a member of the Working Group for reducing barriers to changing registered sex (the Working Group). This letter serves as the formal instrument of appointment.

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The Working Group will:

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Resignation and removal

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Conflicts of interest

You have declared no conflicts of interest associated with your membership in the Working Group.

The Chair has a role to manage conflicts of interest. If at any stage during your term of appointment you feel you may have a real or perceived conflict of interest, please bring this to the attention of the Chair who will decide on an appropriate course of action to manage the interest.

If you have any questions regarding any aspect of your appointment, please contact Donna Boniface-Webb at the Department of Internal Affairs on 04 495 9320 or Donna.Boniface-Webb@dia.govt.nz.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Tracey Martin', written in a cursive style.

Hon Tracey Martin
Minister of Internal Affairs

Released under the Official Information Act 1982



29 JUL 2019

Jeannie Oliphant

S9(2)(a)

Dear Jeannie Oliphant

Appointment to the Working Group for reducing barriers to changing registered sex

As Minister of Internal Affairs, I am pleased to advise that you are appointed as a member of the Working Group for reducing barriers to changing registered sex (the Working Group). This letter serves as the formal instrument of appointment.

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Membership of the Working Group

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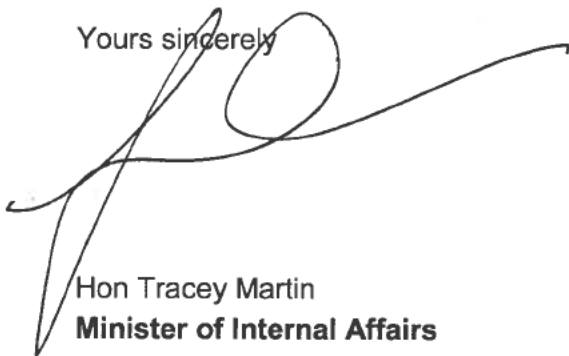
Conflicts of interest

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The Chair has a role to manage conflicts of interest. If at any stage during your term of appointment you feel you may have a real or perceived conflict of interest, please bring this to the attention of the Chair who will decide on an appropriate course of action to manage the interest.

If you have any questions regarding any aspect of your appointment, please contact Donna Boniface-Webb at the Department of Internal Affairs on 04 495 9320 or Donna.Boniface-Webb@dia.govt.nz.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Tracey Martin', written over a horizontal line.

Hon Tracey Martin
Minister of Internal Affairs

Released under the Official Information Act 1982



29 JUL 2019

Fleur Fitzsimons
S9(2)(a)

Dear Fleur Fitzsimons

Appointment to the Working Group for reducing barriers to changing registered sex

As Minister of Internal Affairs, I am pleased to advise that you are appointed as a member of the Working Group for reducing barriers to changing registered sex (the Working Group). This letter serves as the formal instrument of appointment.

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Fees

As a member of the Working Group, you will receive a daily rate of \$319, consistent with the Revised Cabinet Fees Framework which took effect on 1 July 2019. All reasonable costs incurred will be reimbursed for the duration of your appointment.

Your appointment to the Working Group is at the pleasure of the Government. If the Minister of Internal Affairs decides to terminate the work of the Working Group, the Government is required to pay you fees only for the time up to termination. There is no obligation to compensate you for any early termination.

Communications and media

Working Group members should ensure that when expressing views over social media, it is clear they are doing so as an individual and not representing the views of the Working Group as a whole.

Membership of the group does not preclude members from publicly speaking, writing or publishing on any topic within the remit of the group. However, in so doing, members should make clear that any activity undertaken in this regard is within their personal capacity and should not be considered as representative of the group or its views.

Working Group meetings will be held under Chatham House rules. The Working Group may authorise members to discuss issues with members of their community using any medium, but the work of the Working Group should not be discussed on social media or with the general public unless authorised by the Working Group.

There will be further guidance on communications and media on behalf of the Working Group in the procedural documentation provided by the Department of Internal Affairs.

Resignation and removal

You may, at any time, resign from the Working Group by writing to the Minister of Internal Affairs. The Minister of Internal Affairs may remove you from the Working Group for any reason, such as misconduct, an inability to perform the functions of your role, or neglect of your duty.

Conflicts of interest

You have declared no conflicts of interest associated with your membership in the Working Group.

The Chair has a role to manage conflicts of interest. If at any stage during your term of appointment you feel you may have a real or perceived conflict of interest, please bring this to the attention of the Chair who will decide on an appropriate course of action to manage the interest.

If you have any questions regarding any aspect of your appointment, please contact Donna Boniface-Webb at the Department of Internal Affairs on 04 495 9320 or Donna.Boniface-Webb@dia.govt.nz.

Yours sincerely



Hon Tracey Martin
Minister of Internal Affairs

Released under the Official Information Act 1982



29 JUL 2019

Ahi Wi-Hongi
S9(2)(a)

Dear Ahi Wi-Hongi

Appointment to the Working Group for reducing barriers to changing registered sex

As Minister of Internal Affairs, I am pleased to advise that you are appointed as a member of the Working Group for reducing barriers to changing registered sex (the Working Group). This letter serves as the formal instrument of appointment.

Your term commences on 5 August 2019 and expires on 17 December 2019.

The Working Group

The Working Group includes representatives of the transgender and intersex communities, as well as medical and legal experts with knowledge and experience of current processes to change registered sex on birth certificates. This is to ensure that any improvements the group recommends can best meet the needs of impacted individuals.

The focus of the Working Group will be on practical changes to help individuals who are going through the process to change the sex registered on their birth certificate. Further work on the Births, Deaths, Marriages and Relationships Registration Bill is being undertaken independently of the Working Group.

The Working Group will:

- a) advise on barriers under current processes to change the registered sex on birth certificates;
- b) test immediate mitigations to identified barriers; and
- c) recommend solutions to those barriers.

It is important that a range of views are represented and heard within the Working Group. It is a priority for me that discussions occur in a safe environment and that no member feels unable to voice their views and ideas. Any concerns of individual members will be heard and addressed.

Membership of the Working Group

From 5 August 2019, the Working Group will consist of yourself and the following individuals:

- Kate Scarlet (Chair);
- Jack Byrne;

- Mani Mitchell;
- Georgina Beyer;
- Jeannie Oliphant; and
- Fleur Fitzsimons.

Fees

As a member of the Working Group, you will receive a daily rate of \$319, consistent with the Revised Cabinet Fees Framework which took effect on 1 July 2019. All reasonable costs incurred will be reimbursed for the duration of your appointment.

Your appointment to the Working Group is at the pleasure of the Government. If the Minister of Internal Affairs decides to terminate the work of the Working Group, the Government is required to pay you fees only for the time up to termination. There is no obligation to compensate you for any early termination.

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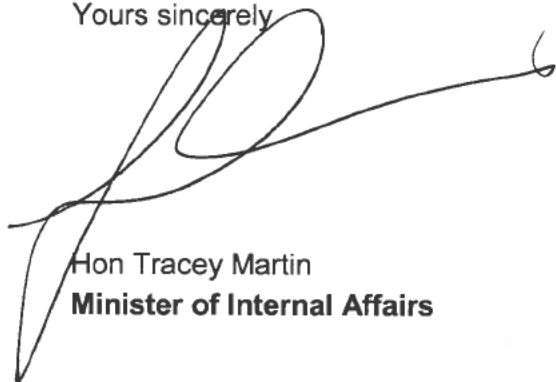
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The Chair has a role to manage conflicts of interest. If at any stage during your term of appointment you feel you may have a real or perceived conflict of interest, please bring this to the attention of the Chair who will decide on an appropriate course of action to manage the interest.

If you have any questions regarding any aspect of your appointment, please contact Donna Boniface-Webb at the Department of Internal Affairs on 04 495 9320 or Donna.Boniface-Webb@dia.govt.nz.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Tracey Martin', written over the words 'Yours sincerely'.

Hon Tracey Martin
Minister of Internal Affairs

Released under the Official Information Act 1982