



7 November 2019

Lesley Harbern
fyi-request-11385-70e35913@requests.fyi.org.nz

Dear Lesley

Official Information Request
Our Ref: SSCOIA2019-0247

I refer to your official information request received on 7 October 2019 in relation to employment equity where you have asked:

- *Please quantify your gender paygap (if possible not just binary male-female but incorporating other gender identifications too).*
- *Please also give numbers of your employees are of which genders at each tier of your hierarchy.*
- *Please also provide the same information regarding the other following demographics*
 - *Marital status*
 - *Religious belief*
 - *Ethical belief*
 - *Ethnic origins*
 - *National origins*
 - *Disability*
 - *age*
 - *Political opinion*
 - *Employment status immediately prior to be employed by yourselves Sexual orientation Physical appearance/body type characteristics*

Please find in the attached appendix, tables with the State Services Commission (SSC) Gender Pay Gap and Employee Diversity data for the last five years.

The SSC does not hold the data for – including marital status, religious belief, ethical belief, national origins, disability, political opinion, sexual orientation, employment status immediately prior to being employed by SSC, and physical appearance/body type characteristics. Therefore, I am refusing this part of your request under section 18(g) of the Official Information Act (OIA) that the information you have requested does not exist.

You have asked us to explain the action the SSC is taking to address disparities and discrimination in relation to employment equality and fairness specifically:

- *Please explain what you are doing to actively address any disparities in any of these areas.*
- *Please explain how you go about preventing and combating conscious discrimination and prejudice in these areas.*

- *Please be aware that providing policy documents that state these discriminations and prejudices are not acceptable does not constitute an answer to these queries. Policy documents are not action. What actual actions are you taking.*
- *Please explain how you go about preventing and combating wrongful interpersonal behaviour such as workplace bullying and harassment even if it is not specific to any of these demographics.*

On 26 July 2018, the Hon Chris Hipkins, Minister for State Services, and the Hon Julie Anne Genter, Minister for Women, launched the Government's [Public Service Gender Pay Gap Action Plan](#) (Action Plan) to accelerate action to address the underlying workplace culture issues that drive the Public Service gender pay gap. The Action Plan focuses on four key areas: equal pay, making flexible work normal for men and women, removing bias or discrimination in remunerations systems, and ensuring diverse gender-balanced leadership.

The State Services Commissioner committed to ensuring that Public Service chief executives see a substantial reduction in their agency's gender pay gap. Each Public Service agency has an action plan specific to their workforce and the different issues driving their agencies gender pay gaps. The SSC Gender Pay Action Plan will be soon available on our website at: <https://ssc.govt.nz/>

In response to the Action Plan, the SSC formed the Gender Pay Gap and Pay Equity Taskforce, Te Rōpū Mahi Rerekētanga Utu Ira Tangata me te Whakaōrite Utu, in partnership with the Ministry for Women, to implement the Government's plan to close the gender pay gap, with substantial progress in this Parliamentary term.

To support the Public Service agencies the Taskforce has developed [guidance and resources](#) to aid them in their work on closing their gender pay gaps.

Work is underway to develop practice guidance to address the impact of bias throughout the employee life cycle across all dimensions of diversity.

During this year, SSC ran two unconscious bias training workshops for the SSC managers, Leadership Team members and staff involved in this professional work area. This work provides a solid foundation for any diversity and inclusion work and is an important part of enabling our positive cultural change at the SSC. We anticipate leaders, decision makers and our wider team are now more aware of their personal bias and how this could affect decision making, planning and work output. This will help ensure that gender, gender identity, sexual preference, cultural factors and other areas where discrimination/bias can arise are removed or reduced

In relation to complaints received by the SSC you have asked:

- *Please provide for the last seven years how many complaints of conscious or unconscious discrimination, bullying, harassment, sexual harassment have been made. Also please provide the number of times people raised these incidents but did not lodge a formal complaint.*
- *Please explain how many of these cases were investigated and whether they were investigated by your own people or external parties. Please explain how you decide if an internal or external person is suitably qualified and skilled and has the integrity needed for the investigation.*
- *Please explain what actions have been taken against the perpetrators whose actions gave rise to the complaints.*

In any working environment there are conversations between members of staff and manager or the Human Resources team about a wide variety of issues (both professional and personal). The precise nature of these conversations is necessarily personal and concerns individual staff members' employment. Managing staff wellbeing is critical to the SSC's role as a good employer. This includes providing pastoral care and advice, which carries the expectation of confidentiality from staff and the SSC.

For the period between 2011-2018 the SSC had one formal complaint raised in 2015, that related to bullying. We are withholding further details with regards to the complaint under the following section of the OIA, as applicable:

- section 9(2)(a) - to protect the privacy of natural persons, including deceased people

We have considered the public interest in this information and do not consider that it outweighs the necessity to withhold it.

The SSC has policies in place for managing employment related matters. Whether an investigation is necessary would depend on the severity of the issue and seniority of the employee. These factors will also be considered to decide whether SSC investigates the matters raised internally or seek external assistance.

If you wish to discuss this decision with us, please feel free to contact Ministerial.Services@ssc.govt.nz.

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

Please note that we intend to publish this letter (with your personal details removed) on the State Services Commission's website.

Yours sincerely



Nicky Dirks
Managing Principal – Ministerial Services
State Services Commission

Appendix

Note: blank cells contained a small number of people, so have been suppressed to protect the privacy of individuals

Year (at 30 June)	2014	2015	2016	2017	2018
Gender Pay Gap	20.8%	26.9%	22.0%	18.1%	13.4%

Employees (headcount) by Gender						
Year (at 30 June)		2014	2015	2016	2017	2018
Female		74	76	73	73	89
Male		40	41	42	45	44
Grand Total		114	117	115	118	133*

* This increase in the previous year relates to the transfer of the Leadership Development Centre (LDC) which became a business unit of the SSC from 1 July 2017. The LDC delivers programmes and workshops for managers in the State sector.

Employees by Gender and Age Group						
Year (at 30 June)		2014	2015	2016	2017	2018
Female	15-24	6				5
Female	25-34	9	12	12	10	15
Female	35-44	20	20	24	24	22
Female	45-54	21	24	22	20	22
Female	55-64	15	13	11	13	18
Female	65+					
Female	Unknown Age					
Male	15-24					
Male	25-34	6	6	6	9	10

Male	35-44	17	14	14	15	11
Male	45-54	6	10	9	7	10
Male	55-64	7	8	9	10	9
Male	65+			4	4	4
Male	Unknown Age					

Employees by Gender and Management Tier						
Year (at 30 June)		2014	2015	2016	2017	2018
Female	Tier 1					
Female	Tier 2	3		4	5	7
Female	Tier 3	8	5	5	4	5
Female	Other Managers	6	6	3	4	10
Female	Other Staff	57	65	61	60	67
Male	Tier 1	1	1	1	1	1
Male	Tier 2	4	4	1	3	5
Male	Tier 3	6	2	5	2	2
Male	Other Managers		2	4	6	3
Male	Other Staff	29	32	31	33	33

Proportion of Employees by Gender and Ethnicity						
Ethnicity data is based on employees with disclosed ethnicity information. An employee may belong to more than one ethnicity. Therefore, the sum of all ethnic groups may exceed 100%.						
Year (at 30 June)		2014	2015	2016	2017	2018
Female	% European	90%	90%	88%	90%	87%
Female	% Maori	10%	7%	7%	7%	6%

Female	% Asian					5%
Female	% Pacific					
Female	% Disclosed Ethnicity	70%	78%	80%	84%	94%
Male	% European	84%	84%	84%	84%	86%
Male	% Maori				16%	11%
Male	% Asian	16%	16%	20%		
Male	% Pacific					
Male	% Disclosed Ethnicity	63%	61%	60%	71%	80%