

29 June 2021

9(2)(a)

Tēnā koe 9(2)(a)

Thank you for your email of 31 May 2021 to Manatū Wāhine Ministry for Women (the Ministry), requesting the following information under the Official Information Act 1982 (the Act):

1. *detail of how covid recovery is being primarily undertaken, including:*
2. *the name of any units/teams/similar leading it, or involved in it*
3. *if these are new or repurposed units/teams/similar, the date when they began covid work*
4. *number of permanent and/or fixed term staff (not contractors) working (primarily) in any aspect of Covid recovery*
5. *number of contractors working*
6. *if available, budgeted spending on contractors of Covid recovery*
7. *Actual hourly or daily (or other) rates of contractors at whatever level (similar to what is provided in your Annual Reviews to select committee)*
8. *range of hourly or daily (or other) rates of contractors at whatever level*
9. *Separately, the same for consultants (if available)*
10. *if a contractor is in charge, or second in charge, of a Covid recovery units/teams/similar and/or work programme, pls detail all such roles*
 - *what that position is*
 - *how long they have been engaged in that role*
11. *if a covid recovery units/teams/similar worker numbers are more than 50% contractors, pls state and describe*
12. *pls detail the variation of that % over time eg up or down*
13. *pls detail why over 50% of such staff are contractors*
14. *pls detail any cases where unplanned/unexpected employee attrition or turnover has had an impact on number of contractors having to be engaged, and/or length of that engagement, and/or the seniority of position having to be filled by a contractor*
15. *provide a timeline in terms of when contracts wind up, or are forecast to, or when units/teams/similar/work programme winds up or is forecast to*
16. *any complaints received from employees, unions, contractors or the public about use of contractors or consultants in covid recovery*

17. pls detail if any audit or review or similar has been or will be, or might be, undertaken re use of contractors or consultants in covid recovery

On 10 June 2021, the Ministry for Business, Innovation and Employment advised the Ministry that you wished to withdraw questions four and 11-13 of your request.

Please see our response to your request for information below.

- 1. detail of how covid recovery is being primarily undertaken, including:*
- 2. the name of any units/teams/similar leading it, or involved in it*
- 3. if these are new or repurposed units/teams/similar, the date when they began covid work*

As part of the Government's COVID-19 response, a COVID team was established in the Ministry for six months from July 2020 to December 2020, to understand the impact of COVID-19 on women, and to brief the Minister on these impacts and recommended responses. This team also administered a COVID-19 Community Fund from June 2020 to September 2020, which allocated over \$2 million to community organisations. This team was staffed by two internal policy analysts, plus a manager-level staff member on secondment to the Ministry, as well as a short-term administrative temp for three months from mid-June 2020 to early September 2020. This admin temp was the only contractor engaged for the Ministry's COVID response.

Alongside administering the COVID-19 Community Fund, the Ministry's COVID Team also provided advice to the Minister and Government on the impact of COVID on women and girls. After the disestablishment of the COVID Team, this COVID related policy work is now incorporated into the Ministry's overall work programme. No contractors are engaged for this ongoing policy work.

In addition to staffing costs for the COVID Team, the Ministry commissioned series of editorial 'think pieces' for its website content on COVID-19 and its effect on women. These were paid for as a consultancy fee to the contributors, and completed in May 2020 to July 2020.

- 5. number of contractors working*
- 6. if available, budgeted spending on contractors of Covid recovery*
- 7. Actual hourly or daily (or other) rates of contractors at whatever level (similar to what is provided in your Annual Reviews to select committee)*
- 8. range of hourly or daily (or other) rates of contractors at whatever level*

As per our response to questions one to three, one short term contractor was engaged within the Ministry's COVID team as an Administrator for a three month period. The spending for the contractor was covered via the Ministry's COVID response budget for the 2020/21 financial year. No contractors are currently engaged for COVID related work and no further spending has been budgeted specifically for COVID related contractors.

With regards to your request for the 'range of hourly or daily (or other) rates of contractors', I am withholding this information under section 9(2)(a) of the Act, in order to protect the privacy of the individual contractor. The need to protect the privacy of this individual outweighs any public interest in this information. Please note, Administrator contractors are generally paid under \$50 per hour.

9. *Separately, the same for consultants (if available)*

Rate of pay for the written contributions (COVID related 'think pieces') from consultants were \$2,000 (excl. GST) per contribution.

10. *if a contractor is in charge, or second in charge, of a Covid recovery units/teams/similar and/or work programme, pls detail all such roles*

- *what that position is*
- *how long they have been engaged in that role*

No contractors were in charge, or second in charge, for the Ministry's COVID Team.

14. *pls detail any cases where unplanned/unexpected employee attrition or turnover has had an impact on number of contractors having to be engaged, and/or length of that engagement, and/or the seniority of position having to be filled by a contractor*

No unplanned or unexpected employee attrition or turnover impacted on the number of contractors engaged.

Due to the small size of the Ministry, the three-month engagement of a contractor brought in an extra resource for the administration of the COVID Community Fund, which could not be covered by existing Ministry staff.

15. *provide a timeline in terms of when contracts wind up, or are forecast to, or when units/teams/similar/work programme winds up or is forecast to*

The only COVID related contractor the Ministry engaged was limited to the period of June 2020 to September 2020. No COVID related contracts are still active.

16. *any complaints received from employees, unions, contractors or the public about use of contractors or consultants in covid recovery*

The Ministry has not received any complaints about its use of contractors or consultants in its COVID recovery response.

17. *pls detail if any audit or review or similar has been or will be, or might be, undertaken re use of contractors or consultants in covid recovery*

Due to its limited use of contractors in its COVID recovery response, the Ministry is not planning any audit or review specific to the use of contractors.

Please note that this response, with your personal details redacted, may be published on the Ministry's website. If you have any concerns or comments related to this, please let us know by emailing ministerialservicing@women.govt.nz, within two weeks of the date of this letter.

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.

Nāku noa, nā

A handwritten signature in black ink, appearing to read 'Kellie Coombes', is enclosed within a thin black rectangular border.

Kellie Coombes
Secretary for Women