

Our ref: OIA 18 – 30

9 August 2018

[REDACTED]

Email: [REDACTED]

Dear [REDACTED]

I refer to your email dated 25 July 2018 to the Education Review Office requesting the following under the Official Information Act 1982.

Our particular focus is on legal staff in your organisation. The staff we are asking for information about are staff:

- *who have a practising certificate*
- *whose role involves giving legal advice*
- *who may still have or have had a practising certificate in the past and who are now responsible for managing legal staff*
- *who are legal executives*

In relation to these categories of staff please provide us with information covering the past 5 years about the following:

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

If any assessment has been done:

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

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

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

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

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

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

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

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

If no particular steps have been put in place, the reasons for this.

The Education Review Office has one male staff member who holds a practising certificate and gives legal advice.

With respect to your questions about processes to prevent gender discrimination, flexible working arrangements and ensuring that gender discrimination does not negatively impact on women staff returning to work after having a baby, ERO has several processes in place to address this for male and female staff.

While these do not at present relate to the one person ERO employs to provide legal advice, they are incorporated into how we manage individual's working arrangements across the office. So, for example, we have a flexible working arrangement for all staff. Two women have returned to work this year in part time roles they have requested to allow them to balance home duties with their interest in being at work. We have sound EEO practices that inform employment decisions.

Please get in touch if you would like further details about our general management of gender pay equity.

Yours sincerely



Jeremy France

Deputy Chief Executive Corporate Services

Education Review Office | Te Tari Arotake Mātauranga

National Office | Tari Matua

