

Ministry of Justice & Te Arawhiti Gender Pay Gap Action Plan 2020

The Ministry has worked collaboratively with the Public Services Association to develop our Action Plan. Our working group comprising HR personnel, PSA delegates and members of our Women's Network meet regularly to discuss and progress our four key work streams that form our goals.

WHAT IS THE GENDER PAY GAP?

The gender pay gap is calculated by comparing the average salaries of all men, to the average salaries of all women.

Our current Gender Pay Gap as at 19/02/2020 is **12.1%***

The causes of gender pay gaps are complex. Pay gaps can develop unintentionally, emerge slowly, and accumulate over time.

Factors that may contribute to a gender pay gap:

- More men in higher-paid roles and/or more women in lower-paid roles of an organisation
- Undervaluing work predominantly or exclusively performed by women
- Men progressing more quickly than women
- Men receiving (on average) higher starting pay, discretionary pay, pay increases or performance ratings
- Disproportionately slower career or pay progress for employees who take caregiving breaks, or who work part-time or flexibly.

We've identified that one of the main drivers of our overall gender pay gap is the concentration of women in lower-paid roles. We estimate that 98% of our gender pay gap is made up of occupational (vertical) segregation.

Closing the gender pay gap is a strategic priority for Tāhū o te Ture - Ministry of Justice and the wider public sector. Ensuring women's pay reflects their skills, efforts and responsibilities, and isn't negatively affected by their gender, is about fundamental human rights and making the Ministry a great place to be.

*All our information includes our Departmental Agency, The Office for Māori Crown Relations - Te Arawhiti.

WHAT WE'VE ACHIEVED



There has been a 6.1 percentage point decrease in the Ministry of Justice's gender pay gap since 2015 and 1 percentage point decrease from 2018 to 2019.

IN 2019

- Women hold at least 50% of the roles in the Ministry's top 3 tiers of leadership.
- We launched a starting salary comparator tool to ensure equal pay in starting salaries.
- We established a Gender Pay Gap Working Group to support the design and implementation of the Gender Pay Gap Action Plan. This group's mahi will feed into the refresh of our Inclusion and Diversity Strategy and the development of our Workforce Strategy.
- The Diversity and Inclusion forum was established.
- We designed a new step-based remuneration framework to ensure all employees receive fair and transparent incremental salary increases.
- We created a database to log all formal flexible work requests and outcomes, as well as any informal arrangements that result in a change of employee sheet hours.

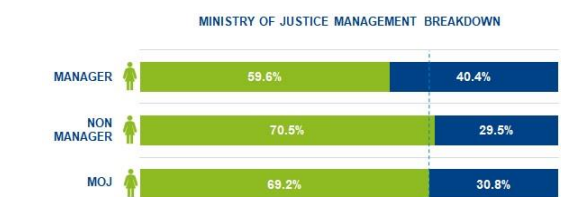
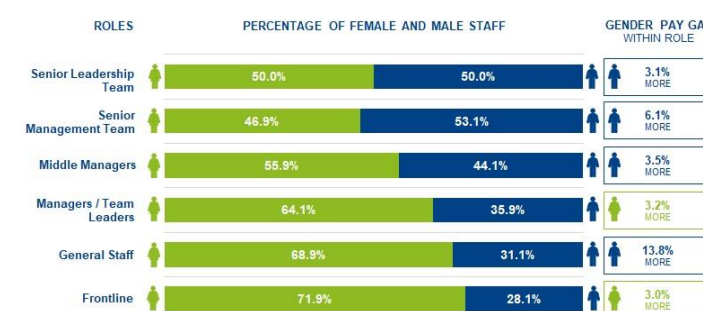
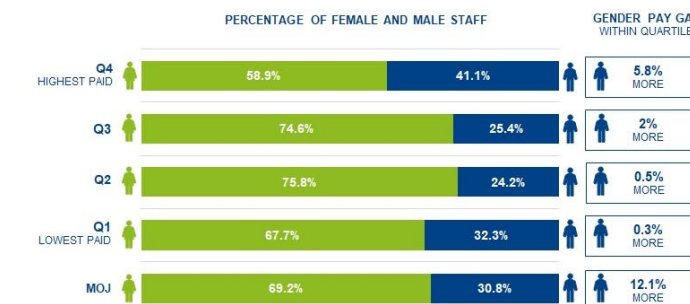
WHAT IS OUR CURRENT STATE?

 = FEMALE  = MALE

MINISTRY OF JUSTICE PAY BAND BREAKDOWN

PAY BAND	HEAD COUNT		GENDER PAY GAP within band
	Female	Male	
HIGHEST*			
J10	37	27	4.1% MORE
J9	91	65	3.7% MORE
J8	128	85	1.3% MORE
J7	205	107	1% MORE
J6	76	30	0.7% MORE
J5	164	102	0.4% MORE
PDS3	37	25	1.4% MORE
J4	131	38	0.3% MORE
J3	1339	371	0.3% MORE
J2	139	202	1.4% MORE
J1	181	37	1.6% MORE
LOWEST*			

*Only Pay Bands with 20 females and 20 males are displayed



We have a 69% female workforce, with 68% represented in the lowest paid quartile and 59% in the highest paid quartile. This brings the average salary down considerably for females.

OUR GOALS FOR 2020

OUR ACTIONS FOR 2020

Equal Pay

We'll identify and close any unjustified pay gaps in like for like roles.

How we will achieve this in 2020

- Review our current information to improve data quality.
- Analyse position salaries by gender and diversities.
- Identify and close any unexplained pay gaps between employees in like for like roles.

Flexible by Default

We'll become a recognised flexible-by-default organisation, allowing our people to work in a way that's right for them, their team and our Ministry.

How we will achieve this in 2020

- Survey all staff to understand what flexible working means across the Ministry and analyse the results, taking into account COVID-19 experiences.
- Investigate technological opportunities to support flexible working.
- Define what flexible work options can be supported across the Ministry.
- Provide managers and staff the tools and support they need to better understand and utilise flexible working options.
- Create pathways to ensure clear and transparent processes and systems.

No Bias or Discrimination in Remuneration Systems or Human Resource Practices

We'll ensure there is no bias in our remuneration systems or human resource practices.

How we will achieve this in 2020

- Review remuneration and HR policies and processes to ensure they're free from bias.
- Make salary bands transparent during the recruitment process.
- Educate and support leaders on inclusive practices that reduce bias and discrimination.
- Make all roles equally attractive to all genders and diversities.
- Once policies and processes have been reviewed, create a monitoring platform to ensure remuneration systems and HR processes remain unbiased.
- Develop a Ministry Workforce Strategy, that supports employee diversity.

Gender Balanced Leadership

We'll maintain a gender-balanced leadership team within our Ministry.

How we will achieve this in 2020

- Work with people leaders to ensure transparent processes are in place for acting and leadership opportunities.
- Review our development and talent management processes to remove any bias.
- Provide employees with equal opportunity to participate in development workshops and opportunities.