



10 September 2024

OIAD-1226

9(2)(a)

Tēnā koe 9(2)(a)

Thank you for your email of 21 August 2024 requesting the following under the Official Information Act 1982 (the Act):

- *Copies of your organisation's parental leave policy and any relevant documents that outline support extended to employees during parental leave and returning to work. This includes policies/documents for employees on individual contracts and/or collective agreements.*
- *This should include:*
 - *Parental leave payment, ex-gratia payments and 'top-ups' for primary carers, as well as the conditions employees need to meet to receive such payments*
 - *Paid leave for partners/secondary carers, as well as the conditions employees need to meet to receive such payments*
 - *Remuneration review during leave*
 - *Leave accrualment during leave and the rate at which annual leave is paid after an employee returns from parental leave*
 - *Flexible work policies*
 - *Kiwisaver contributions*
 - *Any contributions towards childcare*
 - *Support in the event of a miscarriage or stillbirth*
 - *Any support provided for fertility, adoption and surrogacy*
 - *Any other parental leave benefits or support.*

We have interpreted your request as being for information relating to the Ministry's current parental leave policies.

The information in scope of your request is contained within three documents, as outlined in the below document schedule, which I am releasing to you in full. Below, I note where you can find the specific information you have requested.

Parental leave payment, ex-gratia payments and 'top-ups' for primary carers, as well as the conditions employees need to meet to receive such payments	Sections 17.14 and 17.14.1 of the Collective Employment Agreement
Paid leave for partners/secondary carers, as well as the conditions employees need to meet to receive such payments	Section 17.14 of the Collective Employment Agreement
Remuneration review during leave	Section 13.5 of the Collective Employment Agreement

Leave accrual during leave and the rate at which annual leave is paid after an employee returns from parental leave	Section 17.14 of the Collective Employment Agreement
Flexible work policies	Sections 17.14.2 and 12.3 of the Collective Employment Agreement Page 8 of the Parental Leave Guidelines document
Kiwisaver contributions	Page 14 of the Parental Leave Guidelines document
Any contributions towards childcare	Sections 14.2 of the Collective Employment Agreement Note: The Ministry does not provide a specific childcare allowance/contribution clause, however, the above section covers care/childcare reimbursement should a parent be required to work abnormal hours or be out of time and unable to arrange necessary childcare.
Support in the event of a miscarriage or stillbirth	Section 17.10 of the of the Collective Employment Agreement Page 13 of the Parental Leave Guidelines document
Any support provided for fertility, adoption and surrogacy	Section 17.14 of the Collective Employment Agreement (discretionary leave) Note: Primary carers are defined as to include parents through adoption. This therefore encompasses all other provisions in the Collective Employment Agreement applicable to primary carers to be applicable to parents who have adopted.
Any other parental leave benefits or support.	Parental Leave Guidelines document breaks down all MfE parental leave benefits or support

You have the right to seek an investigation and review by the Office of the Ombudsman of my decision to withhold information relating to this request, in accordance with section 28(3) of the Act. The relevant details can be found on their website at: www.ombudsman.parliament.nz.

Please note that due to the public interest in our work the Ministry for the Environment publishes responses to requests for official information on our [OIA responses page](#) shortly after the response has been sent. If you have any queries about this, please feel free to contact our Ministerial Services team: ministerials@mfe.govt.nz.

Nāku noa, nā



Tracey Kaio
General Manager, People and Capability
Ministry for the Environment | Manatū Mō Te Taiao

Document schedule

Document no.	Document date	Content	Decisions
1	June 2022	Parental Leave – Guidelines for parental leave at MfE	Release in full
2	2022-2024	Te Whakaaetanga Mahi Tōpū – Collective Employment Agreement	Release in full
3	2024	Remuneration adjustments – Frequently asked questions	Release in full