



Briefing

Hon Karen Chhour, Minister for the Prevention of Family and Sexual Violence

Establishing an FVSV expert advisory group

Date 31 July 2025

Ref 2025/124100

Action sought

Timeframe

Agree	to the scope of the advisory group: <ul style="list-style-type: none">• provide expert advice in response to requests from the business unit or Minister• offer insights into system barriers and community realities; and/or	15 August 2025
Provide	Feedback on any amendments to the scope of the advisory group.	15 August 2025
Decide	which option you would like officials to implement: <i>either</i> option 1: ministerial appointed advisory group <i>or</i> option 2: business unit operated advisory group.	15 August 2025
Note	Subject to your preferred option, the business unit will then draft a terms of reference for your approval or the detailed scope which will be part of the Cabinet approval process.	15 August 2025

Contact for telephone discussion

Name	Position	Mobile	First
Te Pare Meihana	Director, Māori & Community Partnerships	9(2)(a)	<input checked="" type="checkbox"/>
Liz Tanielu	Chief Advisor, Partnerships	9(2)(a)	

Minister's office to complete

- | | | |
|---|--|---|
| <input type="checkbox"/> Noted | <input checked="" type="checkbox"/> Approved | <input type="checkbox"/> Overtaken by events |
| <input type="checkbox"/> Referred to... | | |
| <input type="checkbox"/> Seen | <input type="checkbox"/> Withdrawn | <input type="checkbox"/> Not seen by Minister |

Minister's comments

The Minister has agreed to Option 1: Ministerial appointed advisory group

Purpose

1. This briefing seeks your decision for establishing a Family Violence and Sexual Violence Expert Advisory Group (advisory group).
2. There are different ways this can be done. This briefing presents two options and analysis that reflects the current operational landscape and context of sector relationships.

Background

3. On 30 May 2025, you received a briefing setting out different options for securing independent Ministerial advice on the FVSV portfolio, following your decision to not reappoint members of Te Pūkōtahitanga.
4. On 6 June 2025, you asked officials to establish a dedicated FVSV expert advisory group made up of representatives from our FV and SV specialist peak bodies (i.e. Te Kupenga and TOAH-NNEST) and key partners and stakeholders we have existing relationships with. The advisory group would help build your understanding of what is and isn't working, enable stronger partnership working, and ensure we uphold our commitments. (ref: 122254).
5. On 27 June 2025, you issued a media statement to say that you were establishing a new advisory group, which would be a *"multi-cultural advisory board...that can advise on all issues victim-survivors face, and one that reflects the diversity of our nation"*.

Scope of advisory group

6. Based on your direction of a dedicated FVSV expert advisory group, officials recommend the advisory group's scope generally be to:
 - **provide expert advice in response to requests from the business unit or Minister** (e.g. on matters such as implementation of Te Aorerekura or delivery of its successive action plans)
 - **offer insights into system barriers and community realities** (e.g. to identify what is and isn't working in existing responses to family violence and sexual violence, and ensuring the work remains grounded in lived experience).
7. You are asked to agree to this proposed scope. Please advise any additions you might prefer. The business unit will then draft the Terms of Reference which you will be asked to approve, or the detailed scope will be part of the Cabinet approval process. The proposed draft Terms of Reference will include some of the administrative information provided for your information in Appendix 1.

Advisory Group – Appointment process

8. As previously briefed (ref: 122254), the advisory group will comprise five to seven members who have relevant expertise in FVSV prevention and/or response, represent diverse communities, and/or have lived experience of family violence and/or sexual violence. The group as a whole should have cultural, gender, and geographic diversity.
9. There are two options for establishing the membership of the Advisory Group.

Option 1 – A Ministerial appointed Advisory Group

10. Option one is an advisory group where members are appointed by and report directly to you.
11. This would require Cabinet approval. Whilst it is not mandatory, legal advice strongly recommends that Cabinet agree to your intentions to establish a group, and for the appointments to be approved by the Cabinet Appointments and Honours Committee.
12. While you may establish an advisory group without this scrutiny, there are risks later on in the event of any publicly aired differences of opinion.
13. Members would be appointed through an Expressions of Interest process. This would involve:
 - developing a selection criterion for members
 - calling for expressions of interest
 - shortlisting candidates for your consideration
 - providing information to support your Ministerial decision making of final appointments.
14. Undertaking a transparent process could help to build trust and confidence among the sector and the public which would mean the advisory group is well placed to enjoy the trust of the sector as it embarks on its work.
15. The Chair and Members will be remunerated in accordance with the Cabinet Fees Framework. The estimated total cost of members' sitting fees range between \$27,608 to \$58,400 per year.¹ The cost would be met within baseline. This does not include secretariat costs provided by the business unit.

¹ Yearly membership fees for a potential advisory group comprising chair and six members. Assessed as a Category 4 committee (see paragraphs 123-129: [Cabinet Office Circular CO \(22\) 2: Revised Fees Framework](#)). Modelled two potential scenarios:

- \$27,608 per year is the highest end of Level 3 rate and paying members for 8 days per year.
- \$58,400 per year is the highest end of Level 1 rate and paying members for 8 days per year.

Option 2 – An advisory group drawn from existing formal relationships of the business unit

16. Option two is to establish an advisory group that utilises existing agreements with sector partners that the business unit has in place. This group would be established by the business unit, and you would be able to seek direct advice from them as required. The group would report directly to Emma Powell, Chief Executive.
17. The business unit has formal relationships with the following sector partners:
 - Te Kupenga Whakaoti Mahi Patunga | National Network of Family Violence Services (Te Kupenga), which is the national body representing a range of specialist family violence services.
 - Te Ohaakii a Hine | National Network Ending Sexual Violence Together (TOAH-NNEST), which is the national network of specialist sexual violence providers that deliver prevention and intervention services.
 - The Backbone Collective, which is a collective of victim-survivors of violence against women.
 - VisAble, which is a collective of disabled people, and disability specialists with expertise in preventing violence against disabled people.
18. Officials have been working with these partners on solution design (ref:112293) and the business unit has existing agreements until June 2026, which means existing contract funding would be used to pay members' cost of attendance. Sector partners would be required to shift their focus from individual solution design to considering system barriers within the broader advisory remit of this group.
19. Additional members can be invited to join the advisory group to ensure there is a breadth of expert and/or community voices. Additional members would be drawn from the groups that the business unit has existing relationships with e.g. Māori Practitioners' Network, Ethnic Communities Network, Pacific Practitioners' Forum and Rainbow Violence Prevention Network.
20. A summary and analysis of the options are provided below:

Option 1 – ministerial appointed	Option 2 – business unit operated
Accountability	
Established by and report directly to the Minister.	Established by and report directly to the CE, Business Unit.
Appointment	
Require Cabinet to agree to Minister's intentions to establish a group. Appointments to be approved by Cabinet APH Committee. These steps are not mandatory but recommended if you proceed with option 1. Invite expressions of interest.	Membership drawn from existing sector and community relationships with the business unit.

Cost	
Based on the Cabinet Fees Framework. Estimated total cost of members' sitting fees range between \$27,608 to \$58,400 for up to four meetings per year.	Met through existing contracts until June 2026 with sector partners.
Secretariat costs met by the business unit.	Secretariat costs met by the business unit.
Timeframe	
Subject to Cabinet agenda availability, aim to have first meeting of advisory group by December 2025.	Subject to Ministerial approval to terms of reference, aim to have first meeting of advisory group by 31 October 2025.
Benefits	
Open process could help to build trust and confidence of the advisory group among the sector and the public.	Timeliness, able to establish quickly.
Minister selects members, ensuring they represent the specific interests that the Minister wants to hear from.	Minimal cost to establish and maintain.
	Minister able to receive advice but not be responsible for the group.
	Engagement of sector partners who are known and respected within the sector would help to give confidence of continuity in advice as we continue to progress the work of the second Action Plan.
Risks	

9(2)(g)(i)

Next steps

21. Following your advice of your preferred option the business unit will begin the process to establish the agreed advisory group.

Recommendations

We recommend you:

- | | |
|--|---|
| 1. agree to the scope of the advisory group: | <input checked="" type="radio"/> YES / NO |
| a. provide expert advice in response to requests from the business unit or Minister | |
| b. offer insights into system barriers and communities' realities | |
| 2. provide feedback on any amendments to the scope of the advisory group | <input checked="" type="radio"/> YES / NO |
| 3. decide which option you would like officials to implement: | Tick preferred |
| a. Option 1: Ministerial appointed advisory group ✓ | |
| b. Option 2: Business unit operated advisory group | |
| 4. Note that subject to your preferred option, the business unit will then draft a terms of reference for your approval or the detailed scope which will be part of the cabinet process | NOTED |



Emma Powell

Chief Executive, Executive Board for the Elimination of Family Violence and Sexual Violence

Date: 31 / 07 / 2025

☒ APPROVED / SEEN / NOT AGREED



Hon Karen Chhour

Minister for the Prevention of Family and Sexual Violence

Date: 14 / 8 / 2025

Appendix 1 – Administration of the Advisory Group

The following includes information that will be used to develop the draft Terms of Reference for the Advisory Group.

Terms of reference

- It is intended the purpose and objectives of the advisory group would be based on bringing diverse perspectives, challenging assumptions, and informing Ministerial decision-making.

Proposed meeting frequency

- It is proposed that the advisory group meets with you quarterly.
- Meeting dates will be set well in advance by the secretariat. The meetings will be a combination of in-person and online meetings, with the expectation that the majority are held online.
- The secretariat will distribute meeting agendas, papers, and background materials as soon as practicable before each meeting.

Relationships and reporting

- The business unit will set the agenda for each advisory group meeting in consultation with yourself, the Chief Executive and the chair of the advisory group.
- It is proposed the group reports regularly to you after each meeting with a summary of recommendations and any other relevant information.
- For administrative and operational matters, the group will report to the business unit's Chief Executive, Emma Powell. Things can be escalated to your Office as required.
- The advisory group can also provide advice to the Board if required.

Secretariat

- The business unit will provide secretariat support to the advisory group. This includes:
 - coordinating meeting logistics, including scheduling
 - preparing and circulating meeting agenda and any papers
 - facilitating communication between the advisory group, the Board, and the Minister's Office.