



**The Centre for Family Violence
and Sexual Violence Prevention**

Responding, healing, strengthening

Briefing

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

Seeking approval to establish a family violence and sexual violence Ministerial advisory group

Date 2 September 2025

Ref 2025/124932

Action sought

Timeframe

Agree that officials can proceed with departmental consultation for the attached draft Cabinet paper that includes draft terms of reference

10 Sep 2025

Contacts for discussion (if required)

Name	Position	First
Te Pare Meihana	Director Māori & Community Partnerships, 9(2)(a)	<input checked="" type="checkbox"/>
Laura Ranger	Principal Advisor, Office of the Chief Executive	

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 Withdrawn | 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

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Purpose

1. This briefing responds to your request on 14 August 2025 (ref 124100) for officials to draft a Cabinet paper seeking approval to establish a family violence and sexual violence Ministerial advisory group (**the advisory group**).
2. This briefing seeks your agreement for officials to proceed with departmental consultation for the **attached** draft Cabinet paper, which includes draft terms of reference.

Background

3. Earlier this year, you decided not to make new appointments to your tangata whenua Ministerial advisory group after its members' terms ended (refs 114723 & 119694). The rūpū was established in 2022 and provided its final report to you in June 2025.
4. You said your advisory needs would be better met by a smaller group of experts who can provide different perspectives. Officials advised that Cabinet approval would be necessary if you were to establish a formal Ministerial advisory group (ref 124100).

Details of the new Ministerial advisory group

5. The attached draft Cabinet paper and terms of reference include all necessary details about proposed arrangements for the advisory group.
6. In summary, the advisory group will:
 - a) report to the Minister for the Prevention of Family and Sexual Violence
 - b) have up to eight members, including a Chair or co-Chairs, who are remunerated in line with the Cabinet Fees Framework for Level 3, Group 4 ("all other committees and other bodies")
 - c) be funded from baseline for less than \$0.100 million per year (any underspend will be reabsorbed into baseline)
 - d) receive secretariat support from the Centre for Family Violence and Sexual Violence Prevention (**the Centre**)
 - e) meet at least quarterly
 - f) provide you with independent advice and recommendations in response to matters you ask about (and other matters members consider important)
 - g) have diverse membership (i.e. represent different communities that are disproportionately affected by family violence and sexual violence)

- h) have members with specialist expertise (including lived experience) of family violence and sexual violence.

Consultation

- 7. Officials have spoken with the Treasury's Vote Analyst who did not identify any concerns with the proposal to fund an advisory group for minimal cost and within baseline. Formal agency feedback will be provided during departmental consultation.
- 8. Officials also sought advice from the Ministry of Justice's Office of Legal Counsel. The Appointments and Specialist Functions team has advised it can assist with recruiting and appointing members.
- 9. Officials recommend departmental consultation proceed with the Executive Board's member agencies and the main central government agencies. Namely the Ministry of Justice, NZ Police, Department of Corrections, Oranga Tamariki, MSD, Ministry of Health, Te Puni Kōkiri, Ministry of Education, ACC, Ministry for Women, Ministry for Pacific Peoples, Ministry for Ethnic Communities, DPMC, the Treasury, and Public Service Commission.

Points to note in the attached draft Cabinet paper

- 10. Officials also draw your attention to particular matters within the attached draft Cabinet paper and draft terms of reference.
- 11. You are indicating a capped budget at \$0.100 million, which is higher than previously signalled but still very modest in comparison to other advisory groups and in the context of the baseline funding. This amount gives you flexibility to convene the advisory group more regularly and to cover travel costs if needed. Any unused funding will be reabsorbed into baseline.
- 12. You had previously indicated a preference for five to seven members plus one Chair. Officials recommend asking Cabinet to approve up to eight appointments, which could include different member/Chair configurations. There is no requirement to fill all eight vacancies if it is possible to get the desired mix of expertise with fewer members.
- 13. You are also communicating your previous decision (ref 122254) to use the 'Building Māori Crown relationships' initiative funding for other purposes in keeping with the scope of that initiative.
- 14. You are asking Cabinet to authorise you to make small changes to the terms of reference after the advisory group is established.

Next steps

15. Please review the attached draft Cabinet paper and terms of reference, and advise any changes ahead of departmental consultation. Officials are available to discuss if you have any questions.
16. The table below shows milestones and expected timing. These are subject to change, especially if more pressing priorities mean this gets dropped off the end-of-year Committee and/or Cabinet agendas (also noting the 2026 CabNet calendar is still to be confirmed).

Milestone	Estimated date
Send paper for departmental consultation ¹	15 Sep 2025
Officials incorporate departmental feedback	22 Sep 2025
Send paper for Ministerial consultation	25 Sep 2025
Officials incorporate Ministerial feedback	10 Oct 2025
Minister and Office to do final review	15 Oct 2025
Lodge paper with Social Outcomes Committee (SOU)	23 Oct 2025
SOU considers paper (tentative)	5 Nov 2025
Officials make changes advised by SOU	11 Nov 2025
Lodge paper with Cabinet proper	13 Nov 2025
Cabinet confirms SOU's decision (tentative)	17 Nov 2025
Ministerial advisory group announced	18 Nov 2025
Targeted expressions of interest process	19 Nov 2025
Shortlisting and discussions with officials	9(2)(f)(iv)
Ministry of Justice's close-down period	
Consultation with coalition Chiefs of Staff and other Ministers	
Lodge paper with Appointments and Honours Committee (APH)	
APH considers appointments (tentative)	
Chair (or co-Chairs) decided	
Members receive written appointment letters	
Ministerial advisory group's first meeting	

¹ The Ministry of Justice's Office of Legal Counsel has indicated departmental consultation can be shorter than the usual two weeks because most agencies are not expected to have significant input.

Recommendations

Officials recommend you:

1. **agree** that officials can proceed with departmental consultation for the attached draft Cabinet paper that includes draft terms of reference.

☒ YES ☐ NO



Emma Powell

Chief Executive

The Centre for Family Violence and Sexual Violence Prevention

Date: 01/09/2025

APPROVED / SEEN / NOT AGREED



Hon Karen Chhour

Minister for the Prevention of Family and Sexual Violence

Date: 15 / 9 / 2025

IN CONFIDENCE

Appendix 1 124930 Draft Cabinet Paper - Family violence and sexual violence
Ministerial advisory group