

## MINISTRY FOR WOMEN OFFICIAL INFORMATION ACT RESPONSE – 15 JULY 2019

### Diversity OIA

We are seeking information about workplace diversity, and we would appreciate your participation. If any of the questions do not apply to your organisation/department, then please respond with n/a and move to the next question.

I am requesting the following information under the Official Information Act. I anticipate receiving the information under the terms of the Act, which stipulates a maximum response period of 20 business days. The Act stipulates that information should, however, be returned at the earliest possible date.

#### What is the name of your organisation?

Ministry for Women

#### How many staff do you employ?

The Ministry employs 36 permanent and fixed term staff as at 30 June 2018. The data in this response comes from the State Services Commission's Public Service Workforce Data report, released in 2018, with data as at 30 June 2018. The Ministry is currently updating information in preparation reporting for the 30 June 2019 period.

Due to the size of the Ministry caution needs to be taken drawing conclusions from the percentages below as it many cases they only refer to a small number of staff.

#### Do you measure the gender make-up of your staff?

Yes

#### What percentage of your staff are female?

88 percent

#### What percentage of your senior management are female?

100 percent

#### Do you measure the ethnic make-up of your staff?

Yes

#### What percentage of your staff are NZ European?

72 percent

#### What percentage of your staff are Māori?

8 percent

**What percentage of your staff are Pacific Islanders?**

6 percent

**What percentage of your staff identify as Asian?**

8 percent

**What percentage of your staff are Middle Eastern/Latin American/African?**

0 percent

**What percentage of your staff are of another ethnicity?**

14 percent

**What percentage of your senior management staff are NZ European/pākehā?**

75 percent

**What percentage of your senior management staff are Māori?**

25 percent. This figure does not include the Ministry's Chief Executive who identifies as Māori. Her role is not included in the Ministry's input to the Public Service Workforce Data report response as she is employed by the State Services Commission

**What percentage of your senior management staff are Pacific Islanders?**

0 percent

**What percentage of your senior management staff identify as Asian?**

0 percent

**What percentage of your senior management staff are Middle Eastern/Latin American/African?**

0 percent

**What percentage of your senior management staff are of another ethnicity?**

0 percent

**Are there any plans in place to encourage diversity in staffing and the daily operation of the Ministry/department?**

Yes. In our preliminary data count for 30 June 2019, there has been a significant increase in diversity in the Ministry. In particular, we have seen an increase in staff identifying as Māori across the Ministry.

### **What is being done to encourage diversity?**

In the Ministry's Diversity and Inclusion Strategy 2017, three main areas are address; flexible work arrangements, recruitment, organisational culture and system leadership and collaboration.

In particular with recruitment, we are widening our pool from which we recruit. As part of our gender pay action plan we have a number of actions related to recruitment and secondments across Government. For specific roles the Ministry will employ recruitment providers that have specific skills in understanding the ways to attract more diverse candidates.

The basis of the Ministry's operating model is to have incorporate gender into our policy outcomes to improve the lives of New Zealand women and girls. With the implementation of the Mana Wāhine Kaupapa Inquiry the Ministry is adopting a tikanga approach to the management of key Ministry activities and this will increase diversity.

Our work programme needs to be focused on serving all women and girls and their communities. We can achieve this through a combination of employing a diverse workforce, and seeking a range of views from New Zealand's women and girls. To be effective we need to be engaged with a wide range of stakeholders and have channels to hear directly from women the issues that are important to them.

### **Is there any diversity training offered to staff?**

Yes

### **Describe any diversity training offered?**

The Ministry has completed unconscious bias training to better understand their biases and the Te Arawhiti training to enable staff to improve their understanding of the Crown-Māori relationship and to engage with Māori stakeholders.

### **How is diversity considered within your employment process? (e.g blind CVs)**

All managers involved in recruitment have completed unconscious bias training. The Ministry ensures that there is diversity in the recruitment panel.

When recruitment is conducted information about the diversity in the make-up of the candidates is recorded along with the diversity of the short-listed candidates for interviewing. The Ministry uses a range of advertising strategies to access candidates from different backgrounds.

For specific roles the Ministry will employ recruitment providers that have specific skills in understanding the appropriate ways to attract more diverse candidates.

The Ministry as part of our gender action plan has a range of actions that will increase the focus on improving diversity at the Ministry. One key actions is the Ministry adopting flexible by default as the standard.

### **Have you had to manage issues/complaints of racism in the workplace?**

No

### **How many racism issues/complaints have you had in the last five years?**

N/A

### **If issues/complaints of racism occurred, what happened?**

N/A