

KIA TOIPOTO AND DIVERSITY AND INCLUSION ACTION PLANS

Kia Toipoto Action Plan 2021-2024

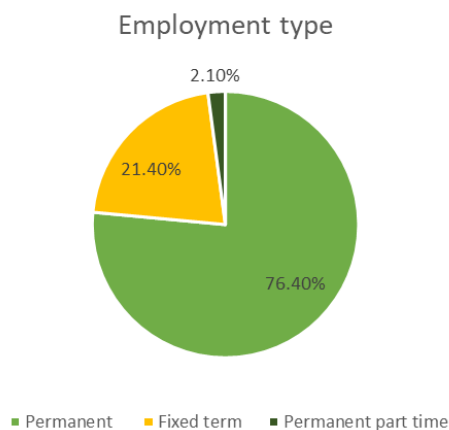
The Ministry for Pacific Peoples is the Crown's principal advisor on policies and interventions aimed at improving outcomes for Pacific peoples in Aotearoa.

By using our extensive networks with Pacific communities across the country, as well as our knowledge and understanding of Pacific people, cultures and values, we influence public policy, programme and service decisions affecting Pacific Aotearoa.

At the centre of our work is our people, we are committed to ensuring our people can achieve their full potential, regardless of gender and ethnicity. We are aligning ourselves with *Kia Toipoto – Closing Gender, Māori, Pacific and Ethnic Pay Gaps*, which sets out the goals and plan to close gender, Māori, Pacific and Ethnic community pay gaps in the public sector.

Our People

As at 30th June 2023 we had 140 staff at the Ministry.



- 77.9% of our staff are Pacific
- 15% of our staff are European
- 5% of our staff did not identify an ethnicity
- 2.1% of our staff are Maori
- 84% of our Leadership teams (tier 1, 2 and 3) are Pacific
- 65% of our staff are women

Gender Pay Gap

The Ministry started measuring its gender pay gap in 2014 (2.5%) and until 2020 (-2.4% in favour of females), there was positive progress with our gender pay gap. The below statistics show our gender pay gap over the past 5 years. (Figures extracted from annual review reports as at 30th June) Please note the gender pay gap does not include our ELT team.

2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
7.2%	-1%	-2.4%	7.4%	8.8%	7.9%

Note: the current gender pay gap across government as at 30th June 2023 is 7.1%

Over the past year our gender pay gap has reduced to 7.9%

Diversity and Inclusion Plan

The Diversity and Inclusion Plan has been added to this plan and key focus of it is some of the work that will be undertaken by the Pacific Languages & Identities Directorate which focuses on the protection and promotion of Pacific Languages, cultures and identities.

The directorate will support MPP, the wider public service and the community to recognise the importance of Pacific cultural diversity, inclusivity, equity and respect. It will lead targeted and intersectional approaches for priority population groups, Pacific disabled people, the Pacific Rainbow+ and MVPFAFF community, and Pacific youth.

ACTION PLAN 2021-2024

Kia Toipoto milestones 21-24	Our current state	What we plan to do
<p data-bbox="203 595 539 659">Focus area 1 Te Pono – Transparency</p> <ul data-bbox="253 730 658 1106" style="list-style-type: none"> <li data-bbox="253 730 658 898">• Agencies and entities publish annual action plans based on gender and ethnicity data and union/employee feedback <li data-bbox="253 970 658 1106">• Agencies and entities ensure easy access to HR and remuneration policies, including salary bands 	<ul data-bbox="745 719 1115 1225" style="list-style-type: none"> <li data-bbox="745 719 1115 815">• Our Kia Toipoto action plan is on our Ministry website <li data-bbox="745 887 1115 1054">• The Ministry currently publishes all HR and remuneration policies and salary bands on our internal intranet <li data-bbox="745 1094 1115 1225">• The Ministry regularly engages with staff and the union about Kia Toipoto 	<ul data-bbox="1285 719 1568 919" style="list-style-type: none"> <li data-bbox="1285 719 1568 919">• We will continue to monitor how we are tracking against this plan on a regular quarterly basis

**Focus area 2 Ngā Hua Tōkeke
mō te Utu - Equitable pay
outcomes**

- | | | |
|---|---|--|
| <ul style="list-style-type: none">• By the end of 2022 entities ensure that starting salaries and salaries for the same or similar roles are not influenced by bias.• Agencies monitor starting salaries and salaries for the same or similar roles to ensure gender and ethnic pay gaps do not reopen | <ul style="list-style-type: none">• As part of our recruitment process, all managers have access to the 'starting salary form' to help eliminate bias when offering starting salaries to new staff• The Ministry will continue giving feedback to all managers on the starting salaries for all new staff• The Ministry will continue to monitor all salaries for inequities on a quarterly basis | <ul style="list-style-type: none">• The Ministry to provide training to all managers on the importance of completing the 'starting salary form'• The Ministry will continue doing this and will engage groups of managers to discuss starting salaries for different groups of roles across the Ministry to ensure there is equity• The Ministry will look to promote and advertise their roles to a broader |
|---|---|--|

	<ul style="list-style-type: none">• The Ministry is part of the admin/clerical pay equity claim• Where possible the Ministry offers secondments to staff from other government agencies to increase diversity in our workforce• The Ministry will continue to recruit Tupu Tai and Tupu Toa interns for summer internships	<p>cross section of our communities in Aotearoa to create more diversity</p> <ul style="list-style-type: none">• The Ministry will continue to recruit interns but will also explore the option of offering an graduate program to Pacific graduates• The Ministry will work with Managers to ensure Ministry staff have meaningful learning and development plans to assist with their career progression.• The Ministry will work with diversity networks within the Ministry to better understand any roadblocks to development and progression
--	--	--

Focus area 3 – Te whai Kanohi I ngā taumata katoa – Leadership and representation

- By the end of April 2023 agencies/entities have plans and targets to improve gender and ethnic representation in their work force and leadership.

Focus area 4: Te Whakawhanaketanga i te Aramahi – Effective career and leadership development

- By mid 2023 agencies/entities have career pathways and

- The Ministry offers Learning & Development opportunities to all staff at present.

- Where possible the Ministry actively

- The Ministry will continue to work with Managers to ensure they have development plans which will help them achieve their career aspirations

equitable progression opportunities that support women, Māori, Pacific and ethnic employees to achieve their career aspirations

promotes external opportunities (courses) to tier 3 Leaders.

Focus area 5: Te whakakore ite katoa o ngā momo whakatohara, haukume anō hoki – Eliminating all forms of bias and discrimination

- By the end of 2023 entities have remuneration and HR

<p>systems, policies and practices designed to remove all forms of bias and discrimination.</p> <ul style="list-style-type: none"> • Agencies embed and monitor the impact of bias free HR and remuneration policies and practices. • Agencies/entities ensure leaders and employees learn about and demonstrate cultural competence 	<p>The Ministry currently offers/encourages:</p> <p>Pacific</p> <ul style="list-style-type: none"> ○ Basic Pacific Language training in greetings and basic phrases (9 languages) during induction ○ Hiva Malie (Singing practice every Friday where Pacific songs from all island nations are taught as well as waiata) ○ Celebrate all Pacific language weeks (9 in total). All staff are encouraged to join a Pacific group to help celebrate the respective language week. ○ All staff are encouraged to use Pacific greetings 	<ul style="list-style-type: none"> • The Ministry will offer staff the opportunity to learn different Pacific Languages (virtually) through the Centre for Pacific Languages
--	---	---

	<p>and phrases verbally or in written format when communicating with each other and/or when doing liogi, lotu (prayer)</p> <p>Māori</p> <ul style="list-style-type: none"> ○ Basic Māori language training during induction where all staff are encouraged to learn their mihi whakatau ○ The Ministry offers Te Tiriti o Waitangi training ○ The Ministry celebrates Māori language week ○ All staff are encouraged to use Māori greetings and phrases either verbally or in written format when communicating with each other and/or say karakia ○ All Ministry staff are given the opportunity to attend the Wall Walk 	<ul style="list-style-type: none"> • The Ministry will offer staff the opportunity to learn Te Reo
--	---	---

Focus area 6: Te Taunoa o te Mahi Pīngore – Flexible work by default

- The Ministry has been offering flexible work options to all staff since 2019

- The Ministry will continue to offer and monitor flexible work options for all staff

DIVERSITY AND INCLUSION ACTION PLAN 2023-2024



<p>Focus area one - Te Urupare I te Mariui I Addressing bias: Addressing bias is a critical factor in ensuring everyone in the Public Service has a fair opportunity in recruitment, career progression and development opportunities.</p>	<p>Current state</p> <ul style="list-style-type: none"> • The Ministry currently publishes all HR and remuneration policies and salary bands on our internal intranet • As part of our recruitment process, all managers have access to the 'starting salary form' to help eliminate bias when offering starting salaries to new staff • The Ministry gives regular feedback to managers on the starting salaries for all new staff • All vacancies are advertised on our MPP website giving all Ministry staff an opportunity to apply for positions • A Diversity and Inclusion Policy is in place and will be reviewed in 2023 	<p>What we plan to do</p> <ul style="list-style-type: none"> • The Ministry will continue providing training to all managers on the importance of completing the 'starting salary form' and how this helps eliminate bias • The Ministry will continue doing this and will engage groups of managers to discuss starting salaries for different groups of roles across the Ministry to ensure there is equity • The Ministry to look/investigate offering all staff unconscious bias training (online and/or face to face)
---	---	--

<p>Focus area 2 Hautūtanga Kākano Rau I Fostering diverse leadership: The Public Service needs leaders who reflect the diversity of New Zealand’s communities. Public Service organisations actively support and develop future leaders from communities that have traditionally been under-represented within the Public Service</p>	<ul style="list-style-type: none"> • 84% of our Leadership roles are held by Pacific People • 65% of our Leadership roles are held by Pacific women 	<ul style="list-style-type: none"> • The Ministry will continue to monitor this area over the coming months to ensure that these levels are maintained and/or improved.
<p>Focus area 3 – Te āheinga ā-ahurea I Cultural competence: Reflecting the significance of Māori Crown relationships and building our cultural competence and confidence across a broad range of cultures is integral to ensuring inclusion</p>	<p>The Ministry currently offers/encourages:</p> <p>Pacific</p> <ul style="list-style-type: none"> • Basic Pacific Language training in greetings and basic phrases (9 languages) during induction • Hiva Malie (Singing practice every Friday where Pacific songs from all island nations are taught as well as waiata) • Celebrate all Pacific language weeks (9 in total). All staff are encouraged to join a Pacific group to help celebrate the respective language week. 	

	<p>Māori</p> <ul style="list-style-type: none"> • All staff are encouraged to use Pacific greetings and phrases verbally or in written format when communicating with each other and/or when doing liogi, lotu (prayer) • Basic Māori language training during induction where all staff are encouraged to learn their mihi whakatau • The Ministry offers Te Tiriti o Waitangi training • The Ministry celebrates Māori language week • All staff are encouraged to use Māori greetings and phrases either verbally or in written format when communicating with each other and/or say karakia • All Ministry staff are given the opportunity to attend the Wall Walk • The Ministry currently has a Kapasa Trainer in place who provides training to both internal staff 	<ul style="list-style-type: none"> • The Ministry will offer staff the opportunity to learn different Pacific Languages (virtually) through the Centre for Pacific Languages • The Ministry will offer staff the opportunity to learn Te Reo • The Ministry is currently recruiting for a Yavu Trainer. Yavu focusses on engagement with Pacific communities.
--	--	--

<p>Focus area 4 – Ngā tūhononga e kokiritia ana e ngā kaimahi Employee-led networks: Having a space and mandate to connect with others with shared lived experiences supports people to bring their whole selves to work. Employee-led networks provide richness to workplaces and contribute valuable subject matter expertise.</p>	<p>and external stakeholders. Kapasa focusses on policy and how Pacific people can be engaged in this process.</p> <ul style="list-style-type: none"> • The Ministry supports diversity networks within the Ministry and works with them to amplify their voices rather than be their voice. • The Ministry has had a womens network in place since 2022. • The Ministry has had a Rainbow community network in place since October 2023. • The Ministry has recently recruited a staff member into the position of Youth Lead 	<ul style="list-style-type: none"> • With the establishment of a Pacific Languages and Identities Directorate the Ministry is currently recruiting for the following positions: <ul style="list-style-type: none"> • Rainbow Peoples Lead • Disability Peoples Lead • As we recruit for positions within the Pacific Languages & Identities Directorate this will lead to more purposeful work being completed
---	--	---

	<ul style="list-style-type: none">• As part of our change process in 2023, a Pacific Languages & Identities Directorate was created which focuses on the protection and promotion of Pacific Languages, cultures and identities. The directorate will support MPP, the wider public service and the community to recognise the importance of Pacific cultural diversity, inclusivity, equity and respect. It will lead targeted and intersectional approaches for priority population groups, Pacific disabled people, the Pacific Rainbow+ and MVPFAFF community, and Pacific youth.	<p>in this area from a Pacific perspective.</p>
--	---	---

Focus area 5: Hautūtanga Ngākau Tuwhera
I Inclusive leadership: Diversity and inclusion capability across the Public Service depends on strong inclusive leadership

- The Ministry has recently recruited staff into the following position which will assist increasing awareness and understanding in this area:
 - Director, Inclusion and Cultural Practice

- The Ministry will also look at ways to provide training (face to face or online) to Leaders in regards to inclusive leadership.

--	--	--