



16 JUL 2019



Reference: OIA-2018/19-0711

Dear 

**Official Information Act request relating to diversity of DPMC staff**

Thank you for your Official Information Act 1982 (the Act) request received on 18 June 2019. You requested:

*"...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...."*

Please note that all of the data we have provided is reflective of the Department of the Prime Minister and Cabinet (DPMC) as at 30 June 2018. This data has been extracted from what we provided to the State Services Commission (SSC) for its annual 'Public Service Workforce Data'. Data is currently being prepared for the SSC's next publication.

Please find answers to your questions below:

**1. What is the name of your organisation?**

The Department of the Prime Minister and Cabinet (DPMC).

**2. How many staff do you employ?**

The information you have requested regarding DPMCs total staff, ethnicity and gender data (Q2, and Q4-5) is publically available on the State Services Commission (SSC) website (<http://www.ssc.govt.nz/public-service-workforce-data>). The SSC publishes this information on 30 June of each year. Accordingly, I am refusing these parts (Q2, Q4-5) of your request under section 18(d) of the Act, as the information requested is publically available.

**Ethnicity and gender data of DPMC:**

**3. Do you measure the gender make-up of your staff?**

Yes.

Please note that there is a planned upgrade of our payroll system prior to the end of 2019, which will allow staff to view and change their personal details. It is expected that this will significantly improve our data collection (in particular diversity data) and information.

As the recording of ethnicity is not compulsory at DPMC we cannot accurately report on the ethnic breakdown of staff – the below percentages are not the percentage of all

DPMC staff, rather a percentage of those staff who completed the information. In total 74.2% of the organisation have reported their ethnicity.

**4. What percentage of your staff are female?**

62.1% (no. of staff = 159)

**5. What percentage of your senior management are female?**

See Q2.

**6. Do you measure the ethnic make-up of your staff?**

The provision of ethnicity information is optional for staff. If provided at the time of appointment and is manually entered into the human resources information system. Staff can ask for their details to be changed at any time during their tenure. For our ethnicity data demographic DPMC uses the Stats NZ ethnicity descriptors (Tiers 1-3).

Further information on how Stats NZ decides this can be found here: <http://archive.stats.govt.nz/methods/classifications-and-standards/classification-related-stats-standards/ethnicity.aspx>

**7. What percentage of your staff are NZ European?**

82.03% (no. of staff = 210) of employees recorded their ethnicity. From that 62.8% (no. of staff = 161) were New Zealand European. 17.97% (no. of staff = 46) employees did not record their ethnicity.

**8. What percentage of your staff are Māori?**

6.6% (no. of staff = 17) employees are recording as Maori – we believe that this could be an underestimation (see Q3).

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

1.17 (no. of staff = 3) employees are recorded as Pacific Islanders – we believe that this could be an underestimation (see Q3).

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

1.5% (no. of staff = 4) employees are recorded as Asian – we believe that this could be an underestimation (see Q3).

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

0% – (see Q3).

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

0.7% (no. of staff = 2) employees are recorded as of another ethnicity.

**Ethnicity data of Senior Management (tier 1 and 2):**

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

100% (no. of staff = 6) of ELT were recorded as New Zealand European

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

0% – (see Q3).

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

0% – (see Q3).

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

0% – (see Q3).

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

0% – (see Q3).

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

0% – (see Q3)

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

Yes

**20. What is being done to encourage diversity?**

DPMC has a Culture & Engagement Group that is supporting our Executive Leadership Team in its focus on lifting diversity across the Department. This has been in a number of ways including providing information, running events, work on closing the gender pay gap, encouraging flexible working hours, generating ideas and providing feedback on activities, staff surveys, policies, and processes. The group's work also supports the Women's Network and Māori Capability development. We also have an active cross-Department Waiata Group.

We are working to increase our understanding of the ethnicity of our staff. Central to this will be improving the quality of the information we hold (see Q3). With this additional information, we will be able to identify if there are any HR processes with bias such as recruitment, remuneration or promotion. While we do not believe that this is the case, without the data it is not certain. Additionally the SSC is undertaking work to support agencies in their active review of policies and practices to ensure these are as effective as they can be to promote diverse and inclusive workforces.

**21. Is there any diversity training offered to staff?**

Yes.

**22. Describe any diversity training offered?**

We currently offer online training on *Unconscious Bias* and *Understanding the Rainbow Community*.

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

Managers are responsible for staff recruitment and DPMC's gender balance reflects diversity considerations in recruitment.

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

No.

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

None.

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

N/A.

You have the right to ask the Ombudsman to investigate and review my decision under section 28(3) of the Act.

Finally, this response will be published on DPMC's website during our regular publication cycle. Typically, information is released monthly, or as otherwise determined. Your personal information including name and contact details will be removed for publication.

Yours sincerely



Clare Ward  
**Executive Director, Strategy, Governance and Engagement Group**