

6 May 2022

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OIA 28013

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Tēnā koe Personal details removed for proactive release

I refer to your email of 19 April 2022 in which you request the following under the Official Information Act 1982 (OIA):

1. *Copies of all your Diversity Strategies and related Delivery Plans. If none exist, please explain why*
2. *The Titles, Training programme descriptions and Training facilitator descriptions for all your Diversity and Diversity related training programmes eg Inclusion, Reducing Bias. If none exist, please explain why*
3. *The staff enrolment numbers for all your Diversity and Diversity related training programmes. Along with your total number of staff. If no records exist, please explain why*

The Ministry of Foreign Affairs and Trade's (the Ministry) Diversity and Inclusion Strategy 2018-2028 is available on our website at: www.mfat.govt.nz/en/about-us/who-we-are/diversity-and-inclusion/. Therefore, we refuse this part of your request under section 18(d) of the OIA, as the information you request is publicly available.

Our work on this strategy is integrated into the business as usual (BAU) operations delivered by the Ministry's People Division. We are currently in year four of the strategy, and expect that more programmes and initiatives will be developed over time. Progress against the strategy is reported in the Ministry's Annual Report. The 2020-21 version of this can be found on our website at: www.mfat.govt.nz/en/about-us/mfat-annual-reports/mfat-annual-report-2020-21/read-the-mfat-annual-report-2020-21/.

We currently deliver training in two different areas to support our Diversity and Inclusion Strategy. These are described below.

Rainbow Inclusion training	
Programme description	This module will provide an introduction to LGBTTQIA+ inclusion in the workplace. The Ministry has worked hard to achieve the Rainbow Tick and our ongoing commitment to rainbow inclusion and support in the workplace is a priority for us. By completing this module you will be educating yourself and developing a foundational understanding of LGBTTQIA+ communities in Aotearoa.
Facilitator description	This is an online self-paced module, meaning that the module does not have a facilitator. Therefore, we refuse this part of your request under section 18(e) of the OIA as the information you requested does not exist.
Comments	This module launched in early April 2022 and is being rolled out in May 2022. The module will be available to all staff, including staff employed at posts offshore.

Inclusion@MFAT	
Programme description	<p>Inclusion@MFAT is a diversity and inclusion development programme framed around the central question – What does a diverse and inclusive workplace mean for MFAT? The programme will encourage reflections and insights to challenge and refresh your ideas and ways of thinking and help develop culture where belonging – regardless of difference – is achieved for everyone, this will enable us to harness the power of diversity and make inclusion real for MFAT.</p> <p>The programme structure is six 3-hour modules, delivered over 3 years and is for all staff. The modules focus on:</p> <ol style="list-style-type: none"> 1. What does unconscious bias mean for MFAT? 2. What does social and emotional intelligence mean for MFAT? 3. How do you lead a diverse and inclusive team? (for managers only) 4. What does cultural intelligence mean for MFAT? 5. What does gender equality mean for MFAT? 6. What does an intergenerational workplace mean for MFAT?
Facilitator description	External training providers are used to deliver this module. Therefore, this part of your request is refused under section 18(e) of the OIA, as we do not hold a facilitator description.
Comments	<p>Inclusion@MFAT was launched in October 2021 with the Module 1: <i>What does unconscious bias mean for MFAT?</i></p> <p>Module 2: <i>What does social and emotional intelligence mean for MFAT?</i> will be available to Ministry staff by the end of June 2022.</p> <p>The facilitated workshops are targeted towards the Ministry's people leaders, with the expectation that they then run leader-led conversations/sessions with their teams on the content from the workshop.</p>

Enrolment numbers for Inclusion@MFAT are fluid as the programme is still in progress. Module 1 will conclude in June 2022. Currently, 230 staff from across the organisation are participating in the Unconscious Bias module (Module 1). Of these, 156 are people leaders, representing approx. half of all people leaders in the organisation.

The number of staff employed in the Ministry is publicly available. The broad numbers are contained in our Annual Report found in the link provided above. More granular detail showing the staffing breakdown is published by the Foreign Affairs, Defence and Trade Select Committee as part of the Ministry's 2020-21 Annual Review and can be found at: [Ministry of Foreign Affairs and Trade \(Responses questions 1-39\) - New Zealand Parliament \(www.parliament.nz\)](https://www.parliament.nz/~/media/Parliamentary_Business/Select_Committees/Foreign_Affairs_Defence_and_Trade/2020-21_Annual_Review/2020-21_Annual_Review_Responses_questions_1-39.pdf)

Please note, we may publish this letter (with your personal details redacted) on the Ministry's website.

If you have any questions about this decision, you can contact us by email at: DM-ESD@mfat.govt.nz. You have the right to seek an investigation and review by the Ombudsman of this decision by contacting www.ombudsman.parliament.nz or freephone 0800 802 602.

Nāku noa, nā



Julie-Anne Lee
for Secretary of Foreign Affairs and Trade