

# Te Tari Ture o te Karauna Crown Law

Diversity, Equity and Inclusion Plan 2024/25

# At Crown Law we build a better Aotearoa through responsible, lawful Government

We help to ensure: Democracy that serves all New Zealand | Government Decisions that inspire confidence | Justice that strengthens communities

## *We want to ensure Crown Law is a safe and inclusive workplace for all kaimahi.*

*To support this, our Diversity, Equity and Inclusion Plan includes on 3 key workstreams and links with 2 others which will develop over time into one cohesive plan:*

### **Kia Toipoto**

Our 23/24 Action Plan aligns to the goals set out in Kia Toipoto

2021-2024 Public Service Action Plan which are to:

- Make substantial progress toward closing gender, Māori, Pacific, and ethnic pay gaps.
- Accelerate progress for wāhine Māori, Pacific women, and women from ethnic communities.
- Create fairer workplaces for all, including disabled people and members of rainbow communities.

### **Papa Pounamu**

Papa Pounamu sets the diversity and inclusion work programme for the wider Public Service. It covers 5 priority areas that are focused on making the most positive impact across all diversity dimensions

- Te Urupare i te Mariu | Addressing bias
  - Hautūtanga Kākano Rau | Fostering diverse leadership
- Te āheinga ā-ahurea | Cultural competence
- Ngā tūhononga e kōkiritia ana e ngā kaimahi | Employee-led networks
- Hautūtanga Ngākau Tuwhera | Inclusive leadership

### **4 Point Rainbow Action Plan**

Foundational four-point plan to embed opportunities for Rainbow people in the Public Service

The Public Service overall goal is to make substantial progress towards achieving the following four outcomes over the timeframe of the plan July 2023 – 2025

- Increased visibility and information
- Increased numbers of people
- Promote greater inclusion and remove barriers
- Identify and close inequities

### **4 Point Disability Action Plan**

Foundational four-point plan to embed opportunities for tāngata whaikaha Māori and disabled people in the Public Service

The Public Service overall goal is to make substantial progress towards achieving the following four outcomes over the timeframe of the plan July 2023 -2025

- Increased visibility and information
- Increased numbers of people
- Improved accessibility
- Identify and close inequities

### **Whāinga Amorangi**

\*Whāinga Amorangi is a standalone programme of work aimed at building Māori Crown Relations capability in the public service. For Crown Law this means building our internal capability. Our 2024/25 Whāinga Amorangi Plan will focus on providing learning opportunities for our kaimahi to reach or exceed the “comfortable” level of the individual capability component of the Te Arawhiti framework; NZ History / Te Tiriti, Māori world view, tikanga and te reo Māori. This work can play a role in supporting our DEI priorities by helping Māori kaimahi feel like they belong and can bring their whole selves to work.

## Introduction

Our Diversity, Equity and Inclusion plan 2024/25 builds on, and directly links with, the actions we are undertaking as part of our Kia Toipoto plan 2023/24. This plan should be seen as an extension of that plan and be read together.

Fostering a diverse and equitable workplace where everyone feels included will continue to be a strategic priority for Crown Law as part of our overall approach to Diversity, Equity and Inclusion.

We remain committed to making progress – working with our people, employee-led networks, the Public Service Association (PSA) and Te Kawa Mataaho Public Service Commission in order to achieve these goals.

We are committed to ensuring our managers and leaders are well trained and supported to carry out this work through tailored leadership development.

We know there is work we need to do to create an inclusive work environment in order to attract, retain and develop a diverse workforce that is representative of Aotearoa.

## Developing our Plan

In developing this plan we worked with our people, employee-led networks, the Public Service Association (PSA) and Te Kawa Mataaho Public Service Commission. We have also leveraged the feedback we gathered through the Kia Toipoto Workshops and the focus groups for Positive and Safe workplaces.

## Alignment

Our 2024/25 DE & I Action Plan aligns to five key priority areas: Papa Pounamu, Kia Toipoto, Whāinga Amorangi, 4 point plan for disability and 4 point plan for rainbow.

**Kia Toipoto** and **Whāinga Amorangi** have separate plans that complement the work planned here. This plan focuses on;

**Papa Pounamu Priorities** as published by Te Kawa Mataaho Public Service Commission;

- **Te Urupare i te Mariu | Addressing bias:** Addressing bias is a critical factor in ensuring everyone in the Public Service has fair opportunity in recruitment, career progression and development opportunities.
- **Hautūtanga Kākano Rau | 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.
- **Te āheinga ā-ahurea | 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.
- **Ngā tūhononga e kōkiritia 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.
- **Hautūtanga Ngākau Tuwhera | Inclusive leadership:** Diversity and inclusion capability across the Public Service depends on strong, inclusive leadership.

This plan also aligns with the four point plan for tāngata whaikaha Māori and disabled people and the Rainbow four point plan.

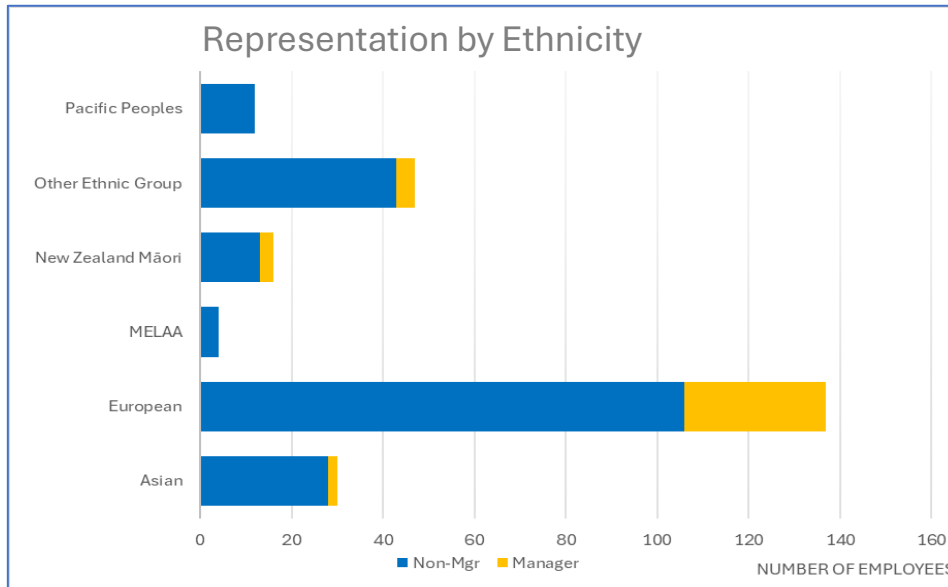
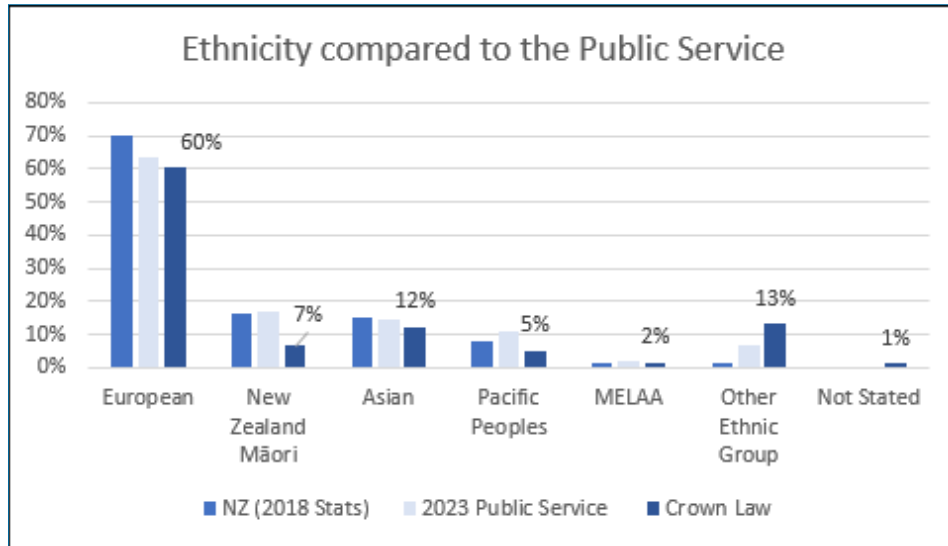
## Four point plan tāngata whaikaha Māori and disabled people

1. The visibility of and information about, tāngata whaikaha Māori and disabled people in the Public Service has increased in the two years to July 2025
2. The number of tāngata whaikaha Māori and disabled people has increased across the Public Service
3. Accessibility is improved for tāngata whaikaha Māori and disabled people in the Public Service
4. Inequities have been identified and closed (e.g. pay gaps) as measurement allows for tāngata whaikaha Māori and disabled people in the Public Service

## Rainbow four point plan

1. Increase visibility of and information about, rainbow people in the Public Service
2. Lift the number of rainbow people in the Public Service at all levels - so that the Public Service reflects society in Aotearoa-New Zealand
3. Identify opportunities to promote greater inclusion and remove barriers to inclusion for rainbow public servants
4. Identify and close inequities (e.g. pay gaps), as measurement allows, for rainbow public servants

# Our current data (as at 30 December 2023)

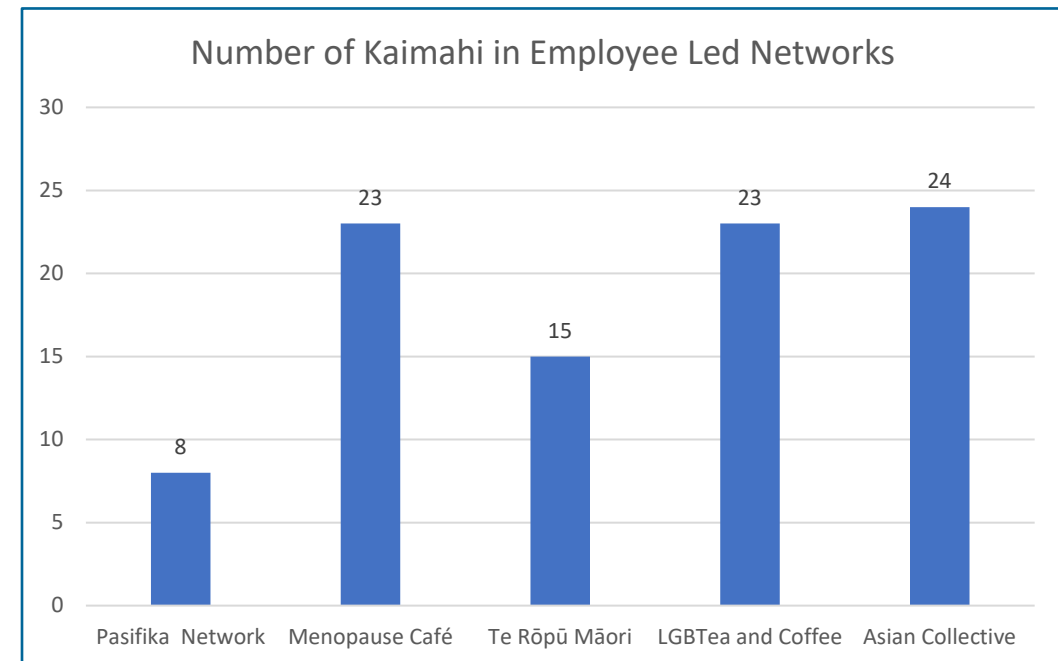


## Representation of people from the rainbow community

We do not have data on this as our demographic information does not include questions on this. We have approximately 23 people who have joined our rainbow community Employee Led Network (LGBtea and coffee), an unknown number are in management positions. This is not a definitive number as not all people join the ELN.

## Representation of people with disabilities

At present we do not record any data in our HR system about disabilities. People are asked an optional question about disability when they begin employment with us, but this is not recorded outside of individual employee files.



## How this plan is written

- ✓ When creating this plan we were aware that the Papa Pounamu priorities and the four point plans had similarities. This means that actions will not necessarily be discrete and may make a difference in several areas. To this end we have listed actions in table form (see page 5 and 6) and indicated which areas we believe will be impacted.
- ✓ We have also included a summary for each area on this page.

## Papa Pounamu Priorities

We will

- review our Learning and Development options and
  - revisit the way we advertise and decide who gets particular learning opportunities to ensure a wider pool of applicants and a more equitable process. In the past this has been done on an ad hoc basis.
  - Review and reinstate unconscious bias, intercultural awareness, and management basics training
- explore the expectations we have of our leaders and clarify these. This will lead to targeted leadership development that is equitable.
- continue to support and provide guidance for our ELNs, linking them with sector and govt ELNs, assisting with yearly plans and providing information to leaders to help people have time to attend ELN events.
- review the tools and processes to enable effective performance and development conversations

## Four point plan for tāngata whaikaha Māori and disabled people

- We have the opportunity through the Wellington Accommodation project to make significant enhancements to our work environment to improve accessibility. These include:
  - Accessible toilets
  - Accessible showers
  - Lowered water station
  - Additional time for opening swipe enabled doors
- We will ensure our unconscious bias training includes bias experienced by disabled people and neurodivergent people
- Using our new Payroll system we will explore ways to empower people to update their profile and encourage people to share information about their disabilities
- We will explore setting up an ELN for people with disabilities
- We will encourage completion of Te Taunaki Public Service Census to assist with gathering data for the Public Service on both these four point plans

## Rainbow four point plan

- Through the Wellington Accommodation Project we will be providing gender neutral toilets that are separate from the accessible toilets
- We will work with our Rainbow ELN to explore how we ask for and capture information about rainbow identities
- We will ensure our unconscious bias training includes bias experienced by people in the rainbow communities
- We will continue to support our Rainbow ELN and encourage membership and increased awareness

# Actions and links to Four point plan for Rainbow Communities, Four point plan for Disabled people, and Papa Pounamu priorities

Ref	Action	Papa Pounamu five priorities					Four-point plan for Rainbow communities				Four-point plan for Disabled People			
		Addressing Bias - Te Urupare i te Mariu (in recruitment, career, development)	Fostering Diverse Leadership Hautūtanga Kākano Rau	Cultural Competence - Te āheinga ā-ahurea - Māori/Crown & broad range of cultures	Employee-led Networks - Ngā tūhononga e kōkiritia ana e ngā kaimahi	Inclusive Leadership - Hautūtanga Ngākau Tuwhera	Increase visibility of & information about rainbow people in the public service	Lift number of rainbow people in PS at all levels - reflect NZ society	Identify opportunities to promote greater inclusion & remove barriers to inclusion for rainbow public servants	Identify and close inequities (e.g. pay gaps) as measurement allows for Rainbow public servants	Visibility of & info about disabled people in the public service has increased by July 2025	The number of tāngata Whaikaha Māori & disabled people has increased across public service	Accessibility is improved for disabled people in the public Service	Inequities have been identified and closed (e.g. pay gaps) as measurement allows for DP in PS
1	Provide unconscious bias training * and ensure this includes neurodivergence							X		X				
2	Update policies and processes to address areas where our employees have told us bias can exist*	X												
3	Revitalise our Ways of Working/Values and incorporate these into more policies, procedures and learning and development to bring them to life and more visible at Crown Law *		X											
4	Create and implement equitable application and selection process for training programmes with limited funding/availability (lit skills/ LIP/leadership development opportunities)	X	X						X				X	
5	Create clear leadership expectations to be used as a basis for capabilities, performance and development etc.	X	X			X								
6	Spotlight our data and identify inequities for minority groups; encourage participation in Te Taunaki Public Service Census	X	X			X			X				X	
7	Explore how we ask for and capture information about disabilities (inc. neurodivergence) and how this can be improved and made safer for people to share information					X				X	X			
8	Explore how we ask for and capture information about rainbow identities and how this can be improved and made safer for people to share information					X	X	X						
9	Update and roll out intercultural awareness training			X										
10	Provide a variety of options for people to learn and reach the comfortable standard of the ICC in Whāinga Amorangi ^			X										
11	Introduce the Crown Law and provide guidance for its use^			X										
12	Support ELNs to celebrate and educate via awareness weeks/events*			X	X									
13	Formalise ELNs by assisting them to create TORs; activity plans for year ahead; exploring sponsors; providing guidance and funding*				X									

\*similar or complementary action included in the Kia Toipoto action plan 23/24 ^ Will also be included in the Whāinga Amorangi plan

Ref	Action	Papa Pounamu five priorities					Four-point plan for Rainbow communities				Four-point plan for Disabled People			
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14	Create and provide guidance for leaders about how to support their people joining and participating in ELNs				X	X								
15	Link ELNs with sector/govt networks for further support				X									
16	Using the Leadership expectations (ref 5) provide 360-degree feedback mechanism		X			X								
17	Provide Leadership Development opportunities for leaders and senior staff members related to the leadership expectations (ref 5 and 16)	X				X								
18	Reintroduce management basics training		X			X								
19	Through the Wellington Accommodation project ensure provision is made for differently abled people to access amenities											X		
20	Review the tools and support to enable effective development conversations		X			X			X					
21	Ensure development conversations are taking place for all staff and have training for leaders on how to do this effectively	X	X			X								
22	Increase LinkedIn and social media presence of CLO to attract a more diverse pool of people to roles		X					X			X			
23	Through the Wellington Accommodation project ensure where practicable our signage is bilingual (Te reo Māori/English) ^			X										
24	Explore the creation of an Employee Led Network for disabled people									X				
<b>Number of actions relating to this area</b>		<b>6</b>	<b>12</b>	<b>6</b>	<b>5</b>	<b>12</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>3</b>