



10 May 2024

Tēnā koe

### **Official Information Act Request**

Thank you for your email of 10 April 2024, requesting information about Ministry staffing. Please note this information includes the Ministry of Youth Development (MYD). I have considered your request under the Official Information Act 1982 (the Act). Please find my decision on your request set out below.

1. *How many FTE's did your organisation employ on:*
  - a. *1 August 2023*
  - b. *1 April 2024*

The Ministry's FTE staffing numbers are taken at the end of each month. As such, the total FTE request is provided as at the month ending 31 July 2023 and 31 March 2024.

Please see the following **table**, showing the total FTE's for permanent and fixed term staff as at 31 July 2023 and 31 March 2024.

Run date	Total FTE
31/7/2023	<b>9140.0</b>
31/3/2024	<b>9236.6</b>

The Ministry's services are primarily operational and as such FTE fluctuates in accordance to our priorities, recruitment cycles, ending of fixed term arrangements and demand. Since late last year the Ministry has seen a reduction in the numbers of FTEs.

2. *Since 1 August 2023, how many roles has your organisation disestablished?*
3. *Since 1 August 2023, how many vacant roles were disestablished?*

The Ministry conducts reviews of its business groups from time to time to ensure that the way it is configured to deliver services is efficient and effective and achieves the best outcome for New Zealanders. Each review is designed to ensure the Ministry is fit for purpose and the process depends on size and complexity of each proposal.

I refer you to the following **table** for the number of roles disestablished, the number of staffed disestablished roles and the number of vacant disestablished roles for the period 1 August 2023 to 29 February 2024.

	Number of roles disestablished	Number of people in roles confirmed as disestablished	Number of vacant disestablished roles.
<b>Total</b>	56	48	8

These roles were disestablished through change processes as part of the Ministry's normal process of adjusting the way we are organised to match the expected delivery of outcomes. No Ministry staff were made redundant during this period as any affected staff were reassigned. This would be a standard approach taken each year.

It should be noted that we are currently working through some targeted change processes following a voluntary redundancy application process which we anticipate announcing the results to our people by the end of June 2024.

*4. Since 1 August 2023, how many roles has your organisation established?*

Since 1 August 2023, no positions have been created as part of a change management process. The Ministry have continued to recruit into roles during this period, and our FTE increased to 9502 FTE in November 2023. Since then, it has decreased due to attrition, fixed term arrangements ending and holding vacancies.

*5. Since 1 August 2023, how many fixed-term employment contracts did your organisation terminate early?*

Fixed term arrangements can change at either the direction/request of the staff member or the operational needs of the business. The reason why an arrangement ends early is not always captured in the HR system. The main reasons fixed term employees end their employment are either 'end of fixed term contract' or 'voluntary resignation'.

We have interpreted your request to mean how many fixed-term contracts were terminated due to dismissal. This request is refused under section 9(2)(a)

of the Act, to protect the privacy of natural persons. The need to protect the privacy of these individuals outweighs the public interest in this information.

*6. Please provide a brief summary of which roles have been disestablished since 1 August 2023.*

The business units affected by the disestablishment of roles through the change management processes were related to service and contract management, and Improvement, Systems and Technology.

*7. Please provide a brief summary of any communications with staff on potential job losses since 1 August 2023.*

There have been a number of communications to staff about Public Sector Savings since 1 August 2023. These include communications about cost saving without specifically mentioning redundancy.

- 25 January 2024: CE message to staff about fiscal sustainability – talked about reducing contractors and consultants and fixed term roles coming to an end. At this stage no plans for voluntary redundancy.
- 26 January 2024: Message from DCE Service Delivery on Role Reduction – letting staff know we will reduce our numbers in Service Delivery through attrition and fixed-term roles coming to an end.
- 29 February 2024: Message from CE about cost savings ideas – voluntary redundancy was one of the ideas that came up.
- 4 April 2024: CE message to staff about voluntary redundancy – offering staff voluntary redundancy. Letting staff know it is likely there will be a further process targeting role reductions in some areas.
- 23 April 2024: CE message to staff about the outcome of the voluntary redundancy process. Letting staff know there will be a further process targeting role reductions.

*8. Is your organisation consulting on or planning to consult on disestablishing roles?*

The Ministry is planning to consult on changes, including disestablishing positions in our People and Capability, Organisational Assurance and Communication, Strategy and Insights and Transformation business groups.

*9. When does your organisation expect to start consulting on disestablishing roles?*

We anticipate change proposals will be announced the week commencing 20 May.

*10. If consultation has already started, how many roles is your organisation proposing to:*

- a. disestablish and/or*
- b. establish?*

*11. If consultation has already started, please provide a brief summary of which roles are proposed to be disestablished.*

*12. When does your organisation expect to make final decisions on its proposal to disestablish roles?*

Final decisions on the change proposals will be announced once we have had an opportunity to review and consider feedback from our people. We anticipate this will be at the end of June 24.

Please refer to our release of 4 April 2024, which details the current stage the Ministry is at regarding fiscal savings, noting the potential for role reductions in May: [www.msd.govt.nz/about-msd-and-our-work/newsroom/2024/msd-voluntary-redundancies.html](http://www.msd.govt.nz/about-msd-and-our-work/newsroom/2024/msd-voluntary-redundancies.html).

On 23 April, an update was provided regarding the uptake of the voluntary redundancies. Please refer to the media release here: [www.msd.govt.nz/about-msd-and-our-work/newsroom/2024/voluntary-redundancies-confirmed.html](http://www.msd.govt.nz/about-msd-and-our-work/newsroom/2024/voluntary-redundancies-confirmed.html).

I will be publishing this decision letter, with your personal details removed, on the Ministry's website in due course.

If you wish to discuss this response with us, please feel free to contact [OIA\\_Requests@msd.govt.nz](mailto:OIA_Requests@msd.govt.nz).

If you are not satisfied with my decision on your request, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or 0800 802 602.

Ngā mihi nui



pp.  
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