

## Agency Change Activity SitRep

Drawn from Information Provided by Agencies as at **Thursday, 4 April 2024**

Updated information is in **RED**. New entries are highlighted in **BLUE**.

Upcoming Agency Communications	
Release date	Agency
<b>4 April 2024</b>	<b>Ministry for Culture and Heritage</b>
Overview of announcement	Full change proposal presented to staff
Rationale	The proposal responds to the government's savings requirements and looks to create efficiencies in the provision of services
Impact on roles proposed/decided	Proposed reduction of 33 FTE – 14 are vacancies, 7 are fixed term
Agency FTE increase since 2017	30 June 2017: 108 FTE 31 Dec 2023: 165 FTE = 57 FTE increase
Agency's key messages	<ul style="list-style-type: none"> <li>On 2 April 2024, MCH will give Minister Goldsmith a high-level overview of the proposed change programme</li> <li>On 3 April 2024, staff will be sent diary invitations for meetings where they will be presented with the full change proposal: <ul style="list-style-type: none"> <li>The affected staff met individually on 4 April 2024</li> <li>All remaining staff at a single meeting on 5 April 2024</li> </ul> </li> <li>The proposal will refer to a reduction from current staffing levels of 183 FTE down to 150 FTE</li> </ul>
Key dates	2 April 2024: MCH briefed their Minister on the proposed change programme 3 April 2024: Diary invitations sent to staff for meetings 4 April 2024: Affected staff met individually and presented with the full change proposal 5 April 2024: All staff meeting where the proposal is presented
<b>Ministry of Social Development – NEW</b>	
Overview of announcement	Indicatively: Opening applications for voluntary redundancy from appropriate non-frontline staff
Rationale	The proposal responds to the government's savings requirements and intention to minimise its effect on front-line staff
Impact on roles proposed/decided	N/A
Agency FTE increase since 2017	30 June 2017: 6,799 FTE 31 Dec 2023: 9,482 FTE = 2,683 FTE increase
Agency's key messages	Indicative: <ul style="list-style-type: none"> <li>On 4 April 2024, applications for voluntary redundancy will be made available to appropriate non-frontline staff</li> <li>Applications will close on 15 April 2024</li> <li>Assessments and reviews will run 16–30 April</li> <li>Successful applicants will conclude employment on 26 May</li> </ul>
Key dates	4 April 2024: Voluntary redundancy available to non-frontline staff 16-30 April 2024: Applications are assessed and reviewed

Note: This report is based on current available information that is subject to change

<b>4 April 2024</b>	<b>Ministry of Business, Innovation and Employment</b>	
	Overview of announcement	Proposal for the realignment of the Engagement and Experience branch (Service Delivery)
	Rationale	Realignment to create centres of expertise
	Impact on roles proposed/decided	22.5 impacted FTE, excluding existing vacancies
	Agency FTE increase since 2017	30 June 2017: 3,366 FTE 31 Dec 2023: 6,650 FTE = 3,284 FTE increase
	Agency's key messages	Key messages are being finalised
	Key dates	4 April 2024 (TBC due to budget announcement): Proposal for the realignment of the Engagement and Experience branch goes to staff 11 April 2024 (TBC due to budget announcement): Proposal for the realignment of the Building and Tenancy branch goes to staff
	<b>Ministry of Health</b>	
	Overview of announcement	Consultation on proposals for organisational change
	Rationale	Proposed changes to reflect new priorities, make the remaining shifts needed to take up system reforms, and to meet reduced forecast budget from next year.
	Impact on roles proposed/decided	131 net reduction of positions (271 positions disestablished, 140 new positions) Of the 271 disestablished roles, 60 are filled and the remainder are vacancies.
	Agency FTE increase since 2017	30 June 2017: 1,056 FTE 31 Dec 2023: 806 FTE = 250 FTE decrease
	Agency's key messages	<ul style="list-style-type: none"> <li>• On 2 April 2024 staff will be sent diary invitations for meetings where they will be presented with the full change proposal <ul style="list-style-type: none"> <li>○ There will be meetings with individuals whose positions are proposed to be affected or impacted by the proposal. Those meetings will occur on 3 and 4 April 2024</li> <li>○ Consultation on the proposals for organisational change will begin on 5 April 2024 and close at 5pm on Friday 26 April 2024</li> </ul> </li> <li>• Timeframes for actions following the consultation process will depend on the nature of the feedback received and what impact the feedback may have on the original proposal</li> <li>• Throughout April and May 2024 the feedback from consultation will be collated and analysed</li> <li>• Final decisions before 30 June 2024</li> </ul>
	Key dates	2 April 2024: Diary invitations sent to staff for meetings 3 & 4 April 2024: Affected staff met individually 5 April 2024: All staff meeting where the proposal is presented 26 April 2024: Consultation closes June 2024: Final decisions made and announced by end of June August 2024: New organisational structure implemented

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8 April 2024	Ministry for the Environment	
	Overview of announcement	Seeking expressions of interest from staff for voluntary redundancy
	Rationale	Not yet provided & not yet discussed with portfolio Minister
	Impact on roles proposed/decided	N/A
	Agency FTE increase since 2017	30 June 2017: 349 FTE 31 Dec 2023: 1,068 FTE = 719 FTE increase
	Agency's key messages	<ul style="list-style-type: none"> <li>On 8 April MfE go to all staff seeking EOIs for voluntary redundancy</li> <li>The opportunity will be made broadly across MfE but EOIs won't be pursued where expertise needs to be retained</li> <li>Indications are that there could be a high level of interest.</li> <li>MfE have already reduced head count by approximately 200 FTEs on the original 23/24 business plan (through recruitment freeze and sinking lid)</li> <li>Approx targeted reduction for 25/26 is 350 to 450 (pending budget outcomes i.e. If RM budget bid is successful it would be the lower figure)</li> </ul>
	Key dates	8 April 2024: Call for EOIs for voluntary redundancy
9 April 2024	Ministry of Justice	
	Overview of announcement	Decisions announced on <b>Phase 1</b> Organisational Realignment involving Strategy, Governance Finance, Corporate Digital Services, Ātea a Rangī and Operations Service Delivery groups. <b>Phase 2</b> timeframes will also be announced
	Rationale	<b>Phase 1:</b> Opportunity presented by Deputy Secretary resignation to realign and consolidate the Ministry's corporate and strategy functions to gain efficiencies by ensuring like for like functions are in the same group <b>Phase 2:</b> Reducing costs and increasing efficiency. Now that we have grouped like functions together, Phase 2 will focus on consolidating them, reducing duplication, and finding more efficient ways of working.
	Impact on roles proposed/decided	<b>Phase 1:</b> 5 roles are disestablished in Phase 1. (These decisions are not yet communicated to MoJ staff) <b>Phase 2:</b> TBC. MoJ are working on the numbers, and intend to give staff an indication of the FTE reductions next week after Phase 1 decisions are communicated. It is likely to be articulated as a range, with at least X FTE and up to Y FTE.
	Agency FTE increase since 2017	30 June 2017: 3,388 FTE 31 Dec 2023: 4,758 FTE = 1,370 FTE increase

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Agency's key messages	<p><b>Phase 1:</b></p> <p>As a Ministry, we need to continually improve and develop so we can successfully deliver our work programmes. We are considering how we might realign and consolidate our corporate and strategy functions. A key part of these proposals is how we might bring a number of our functions into two groups: one focused on strategy, and one focused on corporate functions. It's proposed this would be done by:</p> <ul style="list-style-type: none"><li>• realigning and consolidating the strategy and corporate functions currently sitting in Strategy, Governance &amp; Finance (SGF), Corporate &amp; Digital Services (CDS), and Ātea a Rangi, and</li><li>• consequently shifting functions relating to court operations to sit within Operations &amp; Service Delivery (OSD).</li></ul> <p>Grouping like functions together will lead to greater integration and coordination of those functions. There is some duplication between functions and this can be a barrier to working collaboratively in delivering our core enabling functions.</p> <p><b>Phase 2:</b> Key messages for Phase 2 are in development.</p>
Key dates	<ul style="list-style-type: none"><li>• 27 February to 12 March 2024: <b>Phase 1</b> staff consultation</li><li>• 9 April 2024: <b>Phase 1</b> decisions announced and <b>Phase 2</b> signalled</li><li>• 22 April 2024: <b>Phase 1</b> new structure effective (TBC)</li><li>• 30 June 2024: <b>Phase 2</b> consultation document intended to be released to staff by 30 June</li></ul>
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<b>10 April 2024</b>	<b>Department of Conservation</b>	
	Overview of announcement	Consultation on change process commences
	Rationale	Savings and efficiencies to meet Government savings targets and address known cost pressures. People and teams will be realigned to a more efficient operating model.
	Impact on roles proposed	<p>A net reduction of 124 positions (approx. 4% of the total DOC funded FTE) is proposed, made up of:</p> <ul style="list-style-type: none"> <li>• 263 roles to be disestablished</li> <li>• 139 roles created as part of the new structure</li> </ul> <p>The net reduction of 124 is likely to result in:</p> <ul style="list-style-type: none"> <li>• <b>Around 31 redundancies</b> (if all roles created as part of the new structure are filled by impacted staff)</li> <li>• 93 positions currently vacant being disestablished.</li> </ul>
	Agency FTE increase since 2017	<p>30 June 2017: 1,993 FTE            31 Dec 2023: 2,797 FTE            = 804 FTE increase</p> <p>Note: Most of the increase since 2017 has been in frontline ranger and science and technical expertise. Potential to reduce frontline is subject to Ministerial decision-making in Budget 2024.</p>
	Agency's key messages	<ul style="list-style-type: none"> <li>• We have a dedicated work programme to make sure DOC achieves the Government's savings target, is financially sustainable and makes smart decisions to get the best outcomes for nature.</li> <li>• We have good information now about what drives our costs, thanks to our financial sustainability review. This will inform advice and options for Ministers on the future role and funding of DOC. There will be further review of FTE at that stage.</li> <li>• We've previously found savings, including in back office/enabling functions, when revenue dropped post COVID, and improved our business processes, financial management and technology.</li> <li>• We've made more progress recently saving money; recruitment freeze since November.</li> <li>• We have focussed on finding savings that have the least impact on our people and on conservation, however given most of our costs relate to workforce, we can expect impacts on people.</li> <li>• Proposed reductions to operating expenditure and a number of programmes and services, including some that are awaiting decisions from Ministers as part of Budget 2024.</li> <li>• We will continue to update staff as we can.</li> </ul>
	Key dates	<p>8 April 2024: Consultation with PSA begins            10 April 2024: Consultation document released to staff            29 April 2024: Closing date for submissions  <b>16 May 2024: Decisions communicated</b></p>

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## Previous Agency Communications

Release date	Agency	
<b>3 April 2024</b>	<b>Department of the Prime Minister and Cabinet</b>	
	Overview of announcement	Consultation with staff of the Child Wellbeing and Poverty Reduction Group in relation to agreed transfer of function to MSD. Consultation is about the process and terms and conditions. Transfer of functions already agreed.
	Rationale	Organisational alignment. MSD already involved in work in this area and has key levers.
	Impact on roles proposed/decided	Staff transfer from DPMC to MSD (s.86 Public Service Act)
	Agency FTE increase since 2017	30 June 2017: 213 FTE 31 Dec 2023: 256 FTE = 43 FTE increase
	Agency's key messages	Consultation is about the process and terms and conditions. The transfer of functions from DPMC to MSD has already been agreed.
	Key dates	3 April 2024: Consultation on process and terms and conditions commences
<b>27 March 2024</b>	<b>Crown Law Office</b>	
	Overview of announcement	Decisions on changes to Strategy, Corporate and System Leadership functions
	Rationale	Reducing costs and work on efficient operating model
	Impact on roles proposed/decided	Overall reduction of 8 FTE 17 roles disestablished – 4 of these are vacant, 3 are unbudgeted and 2 are filled by fixed-term employees 10 new roles have been created, some of which are established for a fixed term to help contribute to overall savings Overall FTE reduction across Crown Law (as at implementation on 1 July 2024) is 8 No core legal roles have been impacted by this change
	Agency FTE increase since 2017	30 June 2017: 175 FTE 31 Dec 2023: 229 FTE = 54 FTE increase
	Agency's key messages	<ul style="list-style-type: none"> <li>• Had to find efficiencies and reduce costs – strategy and corporate and system leadership functions changing, but also putting in some new roles in corporate for a small programme office for efficient operating model.</li> <li>• The groups affected are non-core operational groups, and CLO are looking at how the work will be reprioritised, delivered differently, or in some cases stopped.</li> <li>• The decisions here alone will not deliver the savings and efficiencies we will need over the coming years: what these decisions do is establish a structure to help us to do the work over the next two years to ensure Crown Law can continue to deliver high-quality legal service to Government within a reduced budget, while managing increasing costs.</li> </ul>
	Key dates	Engagement commenced in October 2023, a change proposal was released for consultation in February and closed in March 27 March 2024: Final decisions communicated to staff <b>1 July 2024: New changes to take effect</b>

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19 March 2024	Cyclone Recovery Unit	
Overview of announcement	Consultation document on proposed changes released to staff	
Rationale	<p>The change proposal is necessary for two reasons:</p> <ul style="list-style-type: none"> <li>• Rebalance of skills and experience needed in the Unit as a result of additional responsibilities. In September last year the Extreme Weather Cabinet Committee added responsibility for Implementation of the Future of Severely Impacted Properties (FOSAL) suite of policies including the \$1.6bn appropriation, and Implementation of the Whenua Māori and Marae Pathway.</li> <li>• The Prime Minister and Minister of Emergency Management and Recovery made a decision to disestablish the Cyclone Recovery Taskforce, with \$2m savings for 2024/25. To give effect to the decision and release the \$2m savings, the Cyclone Recovery Taskforce Secretariat with 6 FTE has to be disestablished.</li> </ul>	
Impact on roles proposed/decided	<p>The proposed new structure will initially have 28 FTE a decrease of 8 FTE from the initial FTE establishment.</p> <p>As staff are on fixed term agreements those affected by the proposed change would not qualify for redundancy – but if when the process is complete any are not reassigned, they would finish by 30 June, with the new structure proposed to be operational on 1 July.</p>	
Agency FTE increase since 2017	Agency established in 2023 with 36 FTE	
Agency's key messages	The purpose of this Change Proposal is to recognise the changes in the role of the Cyclone Recovery Unit since it was established in March 2023 and to identify the impact of the changed role on the roles, responsibilities, skills, and experience needed in the Unit.	
Key dates	<p>19 March 2024: Consultation commenced</p> <p>2 April 2024: Feedback due</p> <p><b>15 April 2024: Decision announced and impacted employees notified individually</b></p> <p>16 April – 28 June 2024: Transitioning activities, including recruitment for new roles</p> <p>30 May 2024: Notice given to staff in role ending, that their fixed term will end</p> <p>1 July 2024: New structure to take effect</p>	