

## Agency Change Activity SitRep

Drawn from Information Provided by Agencies as at **Tuesday, 9 April 2024**

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

Upcoming Agency Communications		
Release date	Agency	
<b>9 April 2024</b>	<b>Serious Fraud Office - NEW</b>	
	Overview of announcement	Commencement of an organisational efficiency and effectiveness review
	Rationale	To ensure that the SFO is best placed to deliver and thrive in a sustainable way within the constraints of a reduced baseline.
	Impact on roles proposed/decided	None at this stage. 9(2)(g)(i) free and frank
	Agency FTE increase since 2017	30 June 2017: 50 FTE 31 Dec 2023: 72 FTE = 22 FTE increase
	Agency's key messages	An Organisational Efficiency and Effectiveness Review (Review), to ensure that the SFO is best placed to deliver and thrive in a sustainable way within the constraints of a reduced baseline. Depending on the SFO's funding position and the outcome of the Review, some organisational change may follow. However, that is yet to be worked through and determined.
	Key dates	9 April 2024: Efficiency and effectiveness review announced
<b>9 April 2024 1.00pm</b>	<b>Ministry of Justice</b>	
	Overview of announcement	Decisions announced on <b>Phase 1</b> Organisational Realignment involving Strategy, Governance Finance, Corporate Digital Services, Ātea a Rangi and Operations Service Delivery groups. <b>Phase 2</b> timeframes 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, <b>consisting of one Deputy-Secretary role, three Group Manager roles, and one Executive Support role.</b> <b>Phase 2:</b> The scale of FTE changes is not yet known, as it will come from the detailed work of Phase 2. The proposed FTE changes will be included in the Phase 2 consultation document planned for release in June 2024.
	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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	<p>Agency's key messages</p>	<p><b>Phase 1:</b></p> <p>The key driver for <b>phase 1</b> is the disestablishment of a Tier 2 role and a resulting realignment of functions. This will be a first step towards greater consolidation of activities and lays the groundwork for reducing duplication and inefficiencies.</p> <p>Key decisions include that:</p> <ul style="list-style-type: none"> <li>• the currently vacant role of Deputy Secretary Strategy, Governance &amp; Finance will be disestablished</li> <li>• the functions of the Strategy, Governance &amp; Finance Group will be shifted into other parts of the Ministry, resulting in two new groups. These new groups will be created by:             <ul style="list-style-type: none"> <li>○ realigning and consolidating the Ministry's strategy and corporate functions which currently sit in our Strategy, Governance &amp; Finance, Corporate &amp; Digital Services, and Ātea a Rangi groups, and</li> <li>○ consequently shifting functions relating to court operations to sit within our Operations &amp; Service Delivery group. This will enable greater integration and coordination between the court registry and security teams on the ground in courthouses.</li> </ul> </li> </ul> <p><b>Phase 2</b> will build on Phase 1, and look at where work overlaps and roles are duplicated. Most national office functions will be in scope of the Phase 2 process, with a focus on the back office. A consultation document on the Phase 2 changes is intended to be released to staff before the end of June, for a four-week consultation period.</p> <p>The scale of FTE changes is not yet known, as it will come from the detailed work of Phase 2. The proposed FTE changes will be included in the Phase 2 consultation document planned for release in June 2024. The budget initiative focussed on back-office savings is a key driver of the process, together with the Ministry's ongoing cost pressures.</p>
	<p>Key dates</p>	<p>27 February to 12 March 2024: <b>Phase 1</b> staff consultation</p> <p>9 April 2024: <b>Phase 1</b> decisions announced and <b>Phase 2</b> signalled</p> <p>22 April 2024: <b>Phase 1</b> new structure effective (TBC)</p> <p>30 June 2024: <b>Phase 2</b> consultation document intended to be released to staff by 30 June</p>
<p>9 April 2024</p>	<p>9(2)(f)(iv) confidentiality of advice</p>	

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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/decided	<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><i>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.</i></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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11 April 2024	Ministry of Business, Innovation and Employment – NEW	
Overview of announcement	Consultation on proposal for the realignment of the Building and Tenancy branch and the Intellectual Property Office of New Zealand (IPONZ) – both part of the Service Delivery group	
Rationale	Building and Tenancy: Realignment to consolidate resourcing and fiscal footprint IPONZ: Consolidate like-functions to improve performance and turnaround for customers	
Impact on roles proposed/decided	Building and Tenancy: 18.69 potential impacted FTE IPONZ: 6.5 potential impacted FTE	
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	<p><i>Building and Tenancy:</i></p> <ul style="list-style-type: none"> <li>• Enable successful delivery of statutory and regulatory stewardship responsibilities as effectively and efficiently as possible within the current environment of fiscal constraint</li> <li>• Better enable B&amp;T to engage effectively with its sectors, partners, and stakeholders with a particular focus on putting customers at the centre</li> <li>• Strengthen ability to take a cohesive and integrated approach across regulatory systems and better enable identification of gaps and make the most of opportunities</li> <li>• Ensure appropriate spans of leadership and team size</li> <li>• Strengthen approach and response to the challenges across regulatory systems</li> <li>• Future proof B&amp;T to ensure can deliver services now and in the future to meet changes in customer demand and expectations</li> <li>• Ensure appropriate business continuity and ensure duplication is not occurring across teams</li> <li>• Reduce operational costs where possible</li> </ul> <p><i>IPONZ:</i></p> <p>The proposal considers how IPONZ can best be structured to deliver its services, with a view to:</p> <ul style="list-style-type: none"> <li>• Improve timeliness of decisions</li> <li>• Balance team sizes and spans of control</li> <li>• Support staff growth and development</li> <li>• Reduce costs in some areas</li> </ul>	
Key dates	11 April 2024: Consultation release	
12 April 2024	Department of Internal Affairs – Stage 2 - NEW	
Overview of announcement	Commencement of consultation on proposed organisational changes in the Māori, Strategy and Performance branch – one of the Department's corporate branches. This is stage 2 of DIA's 4-step change programme.	
Rationale	The proposed changes are part of the Department's baseline reduction programme to meet the 6.5% reduction for 1 July 2024.	
Impact on roles proposed/decided	<p>FTE reductions are in three teams: Legal Services, the Communications Group and the Enterprise Portfolio Management Office (EPMO).</p> <p>Proposed changes to positions are as follows:</p> <ul style="list-style-type: none"> <li>• 20 positions disestablished</li> <li>• four temporary positions will be closed</li> <li>• eight positions will have a change in reporting line</li> <li>• two new positions will be established, one in Legal Services and one in the EPMO.</li> </ul>	

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Agency FTE increase since 2017	30 June 2017: 2,066 FTE 31 Dec 2023: 2,824 FTE = 758 FTE increase <i>The total FTE numbers include Ministry for Ethnic Communities and FTE related to time-limited funding activities.</i>
Agency's key messages	<ul style="list-style-type: none"> <li>The branch's SLT has already taken steps to reduce costs in ways that do not affect the employment of kaimahi.</li> <li>To meet cost reduction requirements, we must make structural change that results in fewer people and reduced salary costs.</li> <li>As a result, the proposals, if confirmed, will affect positions in three branch functions and teams: Legal Services, the Communications Group and the Enterprise Portfolio Management Office.</li> </ul>
Key dates	<p><b>Key dates for Māori, Strategy and Performance Branch change process:</b></p> <p>12 April 2024: Consultation commences 3 May 2024: Feedback period closes 5 June 2024: Final decisions announced</p> <p><b>NB: DIA has 4 stages of change, commencing:</b></p> <p>27 March 2024: Stage 1 – National Library Indexing Team 12 April 2024: Stage 2 – Māori, Strategy and Performance Branch April 2024 (TBC): Stage 2.5 – Digital Public Service Branch 24 April 2024: Stage 3 – Regulation and Policy Branch, and Organisational Capability and Services Branch 8 May 2024: Stage 4 – Enterprise Partnerships (National Library and Archives only)</p>

Previous Agency Communications	
Release date	Agency
8 April 2024	Ministry for the Environment
Overview of announcement	Seeking expressions of interest from staff for voluntary redundancy
Rationale	Not provided
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

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4 April 2024		Ministry for Culture and Heritage
	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
4 April 2024		Ministry of Social Development
	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
4 April 2024		Ministry of Business, Innovation and Employment
	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

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	Agency's key messages	Not provided
	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>4 April 2024</b>	<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
<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

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27 March 2024		Crown Law Office
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	<p>Overall reduction of 8 FTE</p> <p>17 roles disestablished – 4 of these are vacant, 3 are unbudgeted and 2 are filled by fixed-term employees</p> <p>10 new roles have been created, some of which are established for a fixed term to help contribute to overall savings</p> <p>Overall FTE reduction across Crown Law (as at implementation on 1 July 2024) is 8</p> <p>No core legal roles have been impacted by this change</p>	
Agency FTE increase since 2017	<p>30 June 2017: 175 FTE</p> <p>31 Dec 2023: 229 FTE</p> <p>= 54 FTE increase</p>	
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	<p>Engagement commenced in October 2023, a change proposal was released for consultation in February and closed in March</p> <p>27 March 2024: Final decisions communicated to staff</p> <p><b>1 July 2024: New changes to take effect</b></p>	
27 March 2024		Department of Internal Affairs – Stage 1 - NEW
Overview of announcement	Consultation commences for a proposed change to close down the Indexing team in the Content Services Directorate of the National Library. This is stage 1 of DIA's 4-step change programme.	
Rationale	<p>Index New Zealand (INNz) is a searchable online database of records containing abstracts (summaries) and subject headings for articles from New Zealand periodicals (journals and magazines) and newspapers. Demand for the service has dropped significantly over time and many of the titles being indexed are now fully accessible through other online channels at the National Library or via direct subscription from the publishers or other services.</p> <p>The proposed changes are part of the Department's baseline reduction programme to meet the 6.5% reduction for 1 July 2024.</p>	
Impact on roles proposed/decided	The proposal is to disestablish 9 FTE	
Agency FTE increase since 2017	<p>30 June 2017: 2,066 FTE</p> <p>31 Dec 2023: 2,824 FTE</p> <p>= 758 FTE</p> <p><i>The total FTE numbers include Ministry for Ethnic Communities and FTE related to time-limited funding activities.</i></p>	
Agency's key messages	<ul style="list-style-type: none"> <li>• Demand for the service is declining (50-70% over last 15 years)</li> <li>• Content is increasingly available elsewhere</li> <li>• The context in which the service was established and the value-add has changed</li> <li>• With costs rising, and a fiscally restrained environment, the National Library must prioritise high value services with a known future and reduce duplication</li> </ul>	
Key dates	<p><b>Stage 1 key dates:</b></p> <p>27 March 2024: Consultation commences</p> <p>12 April 2024: Consultation closes</p>	

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		<p>10 May 2024: Approval of final decisions 22 May 2024: Final decisions announcement</p> <p><b>NB: DIA has 4 stages of change, commencing:</b> 27 March 2024: Stage 1 – National Library Indexing Team 12 April 2024: Stage 2 – Māori, Strategy and Performance Branch April (TBC) 2024: Stage 2.5 – Digital Public Service Branch 24 April 2024: Stage 3 – Regulation and Policy Branch, and Organisational Capability and Services Branch 8 May 2024: Stage 4 – Enterprise Partnerships (National Library and Archives only)</p>
<b>19 March 2024</b>	<b>Cyclone Recovery Unit</b>	
	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 2 April 2024: Feedback due <b>15 April 2024: Decision announced and impacted employees notified individually</b> 16 April – 28 June 2024: Transitioning activities, including recruitment for new roles 30 May 2024: Notice given to staff in role ending, that their fixed term will end 1 July 2024: New structure to take effect</p>