


OC240154

8 March 2024



Tēnā koe 

I refer to your email dated 20 February 2024, requesting further information relating to OC230798 and OC23901 under the Official Information Act 1982 (the Act):

["I have had the opportunity to review information from Annual Review documents that lists all instances of restructures that took place within my research scope between 2018 and 2021. I have noticed that a few instances may have slipped past the initial search. My doctoral research relies on a full account of all restructure events. Please release the Consultation- and Decision Documents for the following restructures:

- FY 18-19: Regulatory & Data Group ('A new policy team made up of 6.0 FTE in the Regulatory & Data Group')
- January 2020: Environment, Emissions & Adaptation team and Placemaking & Urban Development ('a review of the overall structure resulted in reporting line changes and a team being split between policy groups – Environment, Emissions & Adaptation team and Placemaking & Urban Development. This change resulted in 7.0 FTE's being created.')

For the purpose of this request, please consider these definitions:

- Consultation Documents: that were circulated in the affected teams, business units or directorates. These are documents that describe the current state of the team, the reason for proposed changes, the proposed new structures (usually as an org chart), and the impact on roles, reporting lines and responsibilities.
- Decision Documents that were circulated in the affected teams, business units or directorates. These are documents that list the feedback that was received, the leadership response to that feedback, and the final decision that was made based on it. They describe the final new structure (usually as an org chart) and the process and timeline for that new structure to take effect.

My analysis captures role titles only, not the names of individuals that might be shown in current org charts. If clear names are visible I ignore them. Documents with the names redacted work for me as long as I can make out the role titles. Please provide this information in an accessible, searchable format.”]

Information being released:

- FY 18-19: Regulatory & Data Group ('A new policy team made up of 6.0 FTE in the Regulatory & Data Group')

The documents for the newly created Regulatory Policy team can be found in document number 4 named "All of Ministry Communication on Org Changes – 23 May 2018" and in document 3 named "Request to make a business change memo - SLT - May 2018" released as part of the response to OC230798.

The addition of the new roles and reporting line changes mentioned in document 4 were decisions that were taken by the Senior Leadership team as per the memo to SLT in document 3 in section 3.2 on page 2. There are no consultation or decision documents that exist as these changes involved either creating new roles or changes to reporting lines which had minimal impact on current staff at the time and therefore did not involve a consultation process. These changes were also communicated to staff through their managers and subsequently confirmed in communications as per document 4. The changes were actioned as they were presented in the related document.

- January 2020: Environment, Emissions & Adaptation team and Placemaking & Urban Development ('a review of the overall structure resulted in reporting line changes and a team being split between policy groups – Environment, Emissions & Adaptation team and Placemaking & Urban Development. This change resulted in 7.0 FTE's being created.')

The addition of the new roles and reporting line changes were decisions that were taken by the Senior Leadership team. The decision was communicated to the Ministry's staff in an ALLMoT - meeting attended by all Ministry staff and on the intranet. The intranet notice is no longer available due to changes/upgrades. There are no consultation or decision documents as these changes involved either creating new roles or changes to reporting lines which had minimal impact on current staff at the time. The changes were actioned as they were presented.

You have the right to seek an investigation and review of this response by the Ombudsman, in accordance with section 28(3) of the Act. The relevant details can be found on the Ombudsman's website [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz)

The Ministry publishes our Official Information Act responses and the information contained in our reply to you may be published on the Ministry website. Before publishing we will remove any personal or identifiable information.

Nāku noa, nā



Suzanne Williams  
**HR Manager**