

24/04/2025

By email to: [REDACTED]

Dear [REDACTED]

OFFICIAL INFORMATION ACT REQUEST 2025/17

On Friday, 21 March 2025 you made a request under the Official Information Act 1982 (the OIA) for the following information:

1. *The total number of FTE's prior to October 2023, and as of today within your agency, to the date of this request, broken down by ethnicity including Māori and non-Māori classifications.*
2. *The total number redundancies within your agency since October 2023 to the date of this request, broken down by ethnicity including Māori and non-Māori classifications.*
3. *The number of FTE roles broken down by department and job title prior to October 2023, and as of today within your agency, to the date of this request.*
4. *The number of redundancies, disestablished, or unfilled roles (please specify in your response) since October 2023 to the date of this request, broken down of by department and job title*

On Tuesday, 25 March 2025 you made a clarification to your request:

For questions 1-4 please replace 'since October 2023' or 'prior to October 2023' with 'as at September 30, 2023'. Also to clarify the meaning of 'unfilled roles', in this case it means a role which was vacated (e.g. the employee resigned) and no one has been rehired into that role, and there is no intention to begin a recruitment process.

Please find an answer to your request below. Our fixed term employees fluctuate significantly due to delivery of electoral events, therefore for consistency our responses below refer to permanent FTE only.

1. *The total number of FTE's prior to October 2023, and as of today within your agency, to the date of this request, broken down by ethnicity including Māori and non-Māori classifications.*

The table below summarises the FTE broken down by ethnicity classifications. We have used the Statistics New Zealand Ethnic groups to classify ethnicity, which is in line with the public sector reporting guidance. Please note that disclosing your ethnicity is voluntary and employees can select up to three ethnic groups. The total FTE includes each ethnic group an employee has selected (i.e. an employee who has selected Asian and European with have 1.0 FTE allotted to both the Asian and European ethnic group). Headcount refers to the total number of employees.

Ethnic groups	Permanent FTE	
	30-Sept-23	25-Mar-25
Asian	14.4	17.6
European	83.3	98.0
Middle Eastern, Latin American and African (MELAA)	1.0	2.8
Māori	22.0	22.0
Pacific Peoples	11.0	13.0
Other Ethnicity	4.8	1.0
Not Declared	50.1	50.1
Total FTE	186.6	204.5
Headcount	152	157

2. *The total number redundancies within your agency since October 2023 to the date of this request, broken down by ethnicity including Māori and non-Māori classifications.*

There were six redundancies during the period from 30 September 2023 to 25 March 2025. This number includes those who were made redundant before 25 March 2025 but who did not exit the Commission until after that date.

Ethnicity	Number of employees
Asian	1
European	3
Middle Eastern, Latin American and African (MELAA)	1
Not Declared	1
Total	6

3. *The number of FTE roles broken down by department and job title prior to October 2023, and as of today within your agency, to the date of this request.*

FTE has been broken down by business unit as of 30 September 2023 and 25 March 2025. Position titles have been generalised for the incumbent's privacy and for ease of reporting. Please do note that when positions have moved business units, they have been counted in their new business unit.

Business Unit	Job Title	30-Sept-23	25-Mar-25
Administration	Officer	3.5	2.5
	Team Leader	-	1.0
Business Enablement	Advisor	1.0	1.0
	Analyst	2.0	2.0
	Lead	1.0	-
	Project Manager	1.0	1.0
	Senior Analyst	-	1.0

Business Unit	Job Title	30-Sept-23	25-Mar-25
	Senior Project Leader	-	1.0
Communications and Education	Advisor	2.0	1.8
	Lead	3.0	3.0
	Senior Advisor	2.8	2.8
Data and Insights	Senior Advisor	1.0	1.0
Enrolment	Advisor	1.0	1.0
	Officer	17.0	16.0
	Senior Officer	4.0	3.0
	Team Leader	3.0	3.0
Executive Leadership Team	Director	6.0	6.0
	Executive Assistant	1.0	1.0
	Manager	1.0	1.0
Finance	Accountant	3.0	1.0
	Advisor	1.0	1.0
	Business Partner	-	1.0
	Senior Business Partner	1.0	1.0
Information Technology	Administrator	1.0	1.0
	Analyst	4.0	1.0
	Lead	-	1.0
	Manager	1.0	1.0
	Senior Administrator	1.0	2.0
	Senior Advisor	1.0	1.0
	Senior Analyst	1.0	1.0
	Senior Manager	1.0	-
	Senior Project Manager	-	1.0
	Senior Specialist	1.0	1.0
	Solutions Architect	3.0	1.0
	Specialist	1.0	-
International	Advisor	1.0	1.0
	Manager	0.5	0.5
	Officer	1.0	-
Legal, Regulation and Policy	Advisor	1.0	2.0
	Coordinator	1.0	1.0
	Principal Advisor	1.0	1.0
	Senior Advisor	2.0	3.0
Māori Advisory	Senior Advisor	2.0	2.0
Office of the DCE Enterprise Services	Director	-	1.0
	Executive Assistant	1.0	1.0
	Manager	2.8	3.0
	Principal Advisor	1.0	1.0
Office of the DCE Operations	Director	3.0	4.0
	Executive Assistant	1.0	1.0
	Manager	2.0	2.0

Business Unit	Job Title	30-Sept-23	25-Mar-25
	Principal Advisor	1.0	-
Office of the DCE SGD	Executive Assistant	0.8	0.8
	Manager	2.0	3.0
	Principal Advisor	2.0	1.0
	Advisor	3.0	3.0
People and Culture	Business Partner	1.8	-
	Coordinator	1.8	0.9
	Lead	2.0	3.0
	Principal Advisor	1.0	-
	Senior Advisor	1.0	1.8
	Coordinator	1.0	2.0
Programme Management Office	Manager	1.0	1.0
	Lead	-	1.0
	Senior Project Manager	2.0	3.0
	Senior Advisor	-	1.8
Strategic Engagement and Partnerships	Advisor	15.6	12.0
	Coordinator	3.0	3.0
	Manager	2.0	3.0
	Senior Advisor	6.0	6.0
Strategy, Risk and Assurance	Senior Advisor	0.6	0.9
Voting Services	Advisor	1.0	1.0
	Manager	-	4.0
	Principal Advisor	1.0	1.0
	Project Leader	4.0	5.0
	Senior Analyst	-	1.0
	Senior Project Leader	2.8	3.8
	Senior Project Manager	1.0	1.0
Total		148.0	151.6

4. *The number of redundancies, disestablished, or unfilled roles (please specify in your response) since October 2023 to the date of this request, broken down of by department and job title*

There were six redundancies, 30 disestablished positions and three vacant positions from the period 30 September 2023 and 31 March 2025. We also established 28 positions during this period.

Number of Roles Impacted	Group	Job title
6 redundancies	Enterprise Services 6	Analyst 2 Business Partner 1 IT Specialist 2 Senior Analyst 1

Number of Roles Impacted	Group	Job title
30 Disestablished	Enterprise Services 26	Administrator 1 Advisor 1 Analyst 4 Architect 3 Business Partner 2 Coordinator 1 Lead 1 Manager 3 Principal Advisor 1 Project Manager 1 Senior Analyst 1 Senior Administrator 2 Senior Advisor 1 Specialists 5
	Strategy Governance & Development 2	Advisor 1 Principal Advisor 1
	Operations 2	Officer 1 Senior Advisor 1
3 Vacant positions	Operations 2	Advisor 1 Senior Advisor 1
	Strategy Governance & Development 1	Principal Advisor 1

The following are the 28 permanent positions that have been established during this period.

Number of Roles Impacted	Department	Job title
28 Established	Enterprise Services 25	Administrator 1 Advisor 1 Analyst 3 Architect 3 Business Partner 1 Engineer 2 Lead 2 Manager 4 Senior Administrator 2 Senior Advisor 3 Senior Analyst 3
	Legal, Regulation and Policy 1	Advisor 1
	Operations 1	Senior Project Leader 1
	Strategy Governance & Development 1	Manager 1

In the interests of transparency, we release responses to Official Information Act requests every 3 months. We will publish this response with your personal details redacted.

You have the right under section 28(3) of the Act to make a complaint to the Ombudsman if you are not satisfied with the response to your request. Information about how to do this is available at www.ombudsman.parliament.nz or by phoning 0800 802 602.

Yours sincerely



Lucy Hickman
Deputy Chief Executive Enterprise Services