



**Te Pūkenga**

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17 April 2025

By email: [REDACTED]

By email: [REDACTED]

Tēnā kōrua [REDACTED]

### **Request under the Official Information Act 1982**

Thank you for your emails of 10 and 24 February 2025 requesting information for all 16 provider-based business divisions of Te Pūkenga – New Zealand Institute of Skills and Technology (Te Pūkenga). In the email of 10 February [REDACTED] asked:

*... please provide the information broken down by the ITPs:*

- *What change proposals, if any, were proposed in 2024, along with any relevant documents and communication*
- *What change proposals, if any, were implemented in 2024, along with any relevant documents and communication*

After discussion with my office, [REDACTED] kindly confirmed a clarified and refined request on 24 February, to the following:

*For the period 27 November 2023- 19 December 2024:*

- *What changes proposals were proposed but did not go ahead ie. were not implemented?*
- *Of these change proposals, any relevant consultation documents and/or decision documents and formal feedback from the business divisions.*

*For the period 20 December 2024 to the present day/date of request:*

- *What change proposals, if any, were proposed, along with any relevant consultation documents and/or decision documents and formal feedback from the business divisions.*
- *What change proposals, if any, were implemented, along with any relevant consultation documents and/or decision documents and formal feedback from the business divisions.*

With reliance on section 15(1)(AA) of the Official Information Act 1982 (OIA), due to this clarification, the timeframe for making a decision on the request was reset, as 20 working days from 24 February. We then wrote to you both on 19 March advising of an extension to the timeframe for making a decision on your request to 17 April. This letter provides a formal decision on your request under the OIA.

Again, if you have any questions or would like any information within this response clarified, please contact [REDACTED] in the first instance via email at: [uia@tepukenka.ac.nz](mailto:uia@tepukenka.ac.nz) or by phone on [REDACTED]

## The decision

### Part One

Change proposals regarding role/course changes, where kaimahi were consulted, consultation closed, final decisions made and implemented, between 20 December 2024 - 24 February 2025.

Our understanding is that you are interested in the same details as those provided within OIA response reference TP240149, between the date of that request to February this year, so we have used the same layout to collate and present the information.

A list of change proposals within scope is provided as **Appendix One Table One**, by business division. This time we have provided *FTE reduction numbers* and have included *discontinued* or *impacted* notes to the list of courses affected.

With reference to section 9(2)(a) of the OIA we provide a separate amalgamated list at **Appendix Two** of job titles that were affected to protect the privacy of natural persons. In some cases where individuals could be identified by release of their exact title matched to their corresponding business division, we have removed identifiers from the title, leaving either the overarching position, or grouped them into areas (eg. Campus kaimahi). We do not believe releasing the information in this manner with reliance on section 9 of the OIA is outweighed by the public interest in a more detailed release.

For additional clarity, change proposals where consultation has taken place recently or is currently taking place are not included.

### Part Two

Change proposals, proposed between 27 November 2023 - 24 February 2025, that did not go ahead.

A list of 11 change proposals at Otago Polytechnic within scope is provided as **Appendix One Table Two**.

Otago Polytechnic's change proposals were carried out individually with each programme review a separate change document, and individual letters issued as both the consultation and decision document.

For additional clarity, change proposals that were postponed until a later date or withdrawn at draft stage without being shared, are not included.

### Consultation documents

As part of your written request you asked for any relevant consultation documents and/or decision documents and formal feedback from business divisions.

You advised during our scoping of TP240149 that providing the list of change proposals with jobs and courses affected satisfied your request without the need to release consultation documentation. We have presumed that to be the case here as well. We consider the details we are providing satisfy the public interest in the change processes within scope by providing reduction in FTE numbers and courses affected.

Additionally, we note that in relation to any proposed collation and consideration of consultation documentation and kaimahi feedback for release, information within letters and documents is provided in confidence to Te Pūkenga kaimahi. Kaimahi are encouraged to provide unfettered feedback during these important internal consultation periods and their input is vital. This is particularly pertinent when only a small number of individuals are involved in each change proposal as is the case with several of the change proposals within scope of this request.

It is important that we protect the confidentiality and privacy of our kaimahi at this unsettling time of change, and note the following section of the OIA as highly relevant:

- 9(2)(ba)(ii) to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest.

We also note the relevance of the following sections of the OIA for consideration of the information within the consultation documents:

- 9(2)(a) to protect the privacy of natural persons
- 9(2)(b)(ii) to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information
- 9(2)(i) to enable a Minister of the Crown or any public service agency or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities
- 9(2)(j) to enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

### **In conclusion**

We appreciate that you are trying to gain an understanding of jobs and courses lost since November 2023 and anticipate where further jobs may be disestablished and courses discontinued over the course of business division financial viability work.

However, as this work is ongoing, alongside the disestablishment of Te Pūkenga, noting the points above, it will remain important to maintain privacy and confidentiality for our kaimahi who may be impacted by change proposals still in train and those that may occur during the rest of 2025.

You have the right to make a complaint to the Ombudsman under section 28(3) of the OIA if you are not happy with this response. Information about how to do this is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or by calling 0800 802 602.

We may publish our OIA responses and the information contained in our reply to you on our website. Before publishing we will remove any personal or identifiable information.

Ngā mihi

A handwritten signature in black ink, appearing to read 'Gus Gilmore', with a large, stylized loop at the end.

Gus Gilmore  
**Tumuaki** | Chief Executive



## Appendix One

Table One - Part One							
Change proposals regarding role/course changes, where kaimahi were consulted, consultation closed, final decisions made and implemented, between 20 December 2024 - 24 February 2025.							
Business Division	Number of closed consultations in scope	List of those consultations by title	Net FTE reduction to job numbers	Net changes to courses	List of courses affected - discontinued versus impacted	Net changes to campuses	List of campuses affected
Nelson Marlborough Institute of Technology	1	Pathway to Sustainability	Reduction of 15.71 FTE	N/A	N/A	N/A	N/A
Southern Institute of Technology	3	Christchurch Campus MAINZ Christchurch Cleaners - Invercargill	Reduction of 4.0 FTE	2	New Zealand Certificate in Make-up Artistry (Level 4) – Christchurch Campus discontinued New Zealand Certificate in Exercise (Level 4) – Christchurch Campus discontinued	2	Christchurch Hornby Campus MAINZ Christchurch Campus
Toi Ohomai	3	Pest Operations Level 3 Timber Machining Level 4 Forestry and Wood Manufacturing Level 2 and Level 3	Reduction of 5 FTE	4	New Zealand Certificate Pest Operations (Level 3) - discontinued New Zealand Certificate in Timber Machining (Level 4) - discontinued New Zealand Certificate in Forest Industry Foundation Skills (Level 2) - discontinued New Zealand Certificate in Forest Harvesting Operations (Level 3) - impacted	0	No campus closures but a reduction in programmes in Waipa, Whakatane, and Mokoia
Unitec	1	Safety and Wellbeing	0	N/A	N/A	N/A	N/A

Table Two - Part Two		
Change proposals, proposed between 27 November 2023 - 24 February 2025, that did not go ahead.		
Business Division	Number of change proposals in scope	List of those change proposals by title
Otago Polytechnic	11	NZ Certificate in Outdoor & Adventure Ed (Multi-skilled) (Level 4) - programme continuing, consultation stopped before a final outcome was delivered. NZ Diploma in Horticulture Production (Level 5) - programme continuing. Trades Academy - Carpentry (Level 3) - programme continuing, proposal to reduce FTE did not go ahead. NZ Certificate in Horticulture (Level 3) Arboriculture - programme continuing, proposal to reduce FTE did not go ahead. Postgraduate and Masters Suite Occupational Therapy - programme being taught out, no new learners from start of 2025, impact to FTE not finalised given long teach out. Functions and Catering - no FTE disestablished. OSTC Cookery (Level 3) - Central Otago - programme continuing, no FTE reduction. OSTC Hospitality (Level 2) - Central Otago - programme continuing, no FTE reduction. OSTC Horticulture (Level 2) - Central Otago - programme discontinued, no FTE reduction. Master of Design - programme discontinued, no FTE reduction. NZ Certificate in Digital Media and Design (Level 4) - programme continuing, no FTE reduction.

## Appendix Two

Job Positions/Areas Affected (includes disestablished, changed, moved)
Academic Registry
Academic Staff Members
Analyst
Assistant
Assistant Librarians
Cafe Chef
Campus kaimahi
Cleaner
Communications Advisor
Consultant
Curriculum kaimahi
Customer Liaison
Customer Support
Digital kaimahi
Engagement Manager
Equity Support Coordinator
Events & Engagement Coordinator
Executive Assistants
Facilities Coordinator
Finance kaimahi
Health, Safety and Wellbeing kaimahi
Hospitality Supervisor
Industry & Community Liaison
Information & Enrolments kaimahi
Information Records Management Advisor
International Pastoral Support Advisor
Learner Services kaimahi
Learning Enhancement Designer
Library Resources Manager
Marketing kaimahi
Payroll kaimahi
Pod Manager
Poumanaaki Ōritetanga Māori Relationships Manager
Programme kaimahi
Quality Advisor
Registry kaimahi
Review Dean
School & Pathways Liaison
Senior IT Technical Specialist
Senior Pod Consultant
Senior Systems Engineer
SMS Assessment Administrator
Student Relationship Coordinator
Student Systems & Reporting Analysts
Student Wellbeing kaimahi
Study Support Advisors
Support Coordinator
Sustainability and Wellbeing Manager
System Administrator
Team Leaders
Tutors