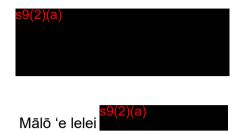26 February 2024

s9(2)(a)

Mālō 'e lelei s9(2)(a)

RESPONSE TO AN OFFICIAL INFORMATION ACT REQUEST (REF: DOIA039-2023/24)

On 23 January 2024, you contacted the Ministry for Pacific Peoples (the Ministry) requesting under the Official Information Act 1982 (OIA), information relating to ICT functions. I have outlined your specific requests and my responses to each below.

Can I please request information from the Ministry for Pacific Peoples as follows as at 01/02/2024? Please also include ICT roles that are sitting in the business part of the organisation as well in the totals below.

1. *Number of staff at your organisation*
2. *Staff that are in the ICT, data, digital teams/function in established roles*
3. *Staff that are in the ICT, data, digital teams/function in non-established roles (contractors, casuals, consultants, etc.).*
4. *Total number of architects*
5. *Total number of developers*
6. *Total number of ICT staff in management roles*
7. *Total number of staff involved with project management*
8. *Total number of business analysts*
9. *Total number of testers*
10. *Total number of information and data subject matter experts*
11. *Total number of scrum masters*
12. *Total number of product owners (that are with ICT team)*
13. *Total number of staff involved with strategy development and implementation, transformation, portfolio management, monitoring, and reporting (exclude staff in management roles from this count)*
14. *Total number of other staff who look after system analysis, network, software engineering, information and cyber security, helpdesk and technical support, quality assurance, account management, training, finance, stakeholder management, and any other ICT functions*
15. *In addition, please state who the end users of the ICT services at your organisation are, example internal staff or public or both? If the end users are a subset of the public then please estimate the number of such users.*

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101-103 The Terrace
PO Box 833, Wellington 6140
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PO Box 97005
South Auckland Mail Centre 2240
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Christchurch
Level 1, BNZ Centre
120 Hereford St
Private Bag 4741
Christchurch 8011
Fax: 03 353 9499

On 26 January 2024, you clarified your request with us for the following.

Please note that under section 15(1AA) of the OIA, if a request is amended or clarified after the date of which it is received, the department or organisation that receives the request may treat the amended or clarified request as a new request that, for the purposes of subsection (1), replaces the original request.

…I have provided these clarifications below.

- *Information as of 1 February 2024 – this is just an indicative date in the future. The most recent data can be provided as long as the date of data extraction is clearly stated in the OIA response.*
- *Established staff are permanent and fixed term staff.*
- *Except for the number of staff at your organisation (first row, labelled X), the rest of them (A-M) all relate staff from the ICT.*
- *For C-M, it would be good to have headcounts and FTEs disaggregated by established and non-established roles.*
- *The sum of established and non-established roles for roles C-M should add up to the sum of rows A and B. This means (A + B) = (C + D + E + F + G + H + I + J + K + L + M)*
- *Refer to table below that shows letters X, and A to M.*

On 13 February 2024, you further clarified your request with us for the following:

I am interested in the numbers from the IT department of MPP.

In response to your initial request on 23 January 2024 and clarifications on 26 January 2024 and 13 February 2024, I have appended to this letter, a table based on how the Ministry records established and non-established roles as at 1 February 2024.

The Ministry's Information and Technology (IT) team provides services primarily to internal end users. Additionally, these services are extended to an estimated 3,950 users from the wider public through the Ministry's online grants management system.

In line with standard OIA practice, the Ministry proactively publishes some of its responses to OIA requests. As such, this letter may be published on the Ministry for Pacific Peoples' website. Your personal details will be removed, and the Ministry will not publish any information that would identify you or your organisation.

Should you wish to discuss this response with us, please feel free to contact the Ministry at: oia_requests@mpp.govt.nz.

If you are dissatisfied with this response, you have the right, under section 28(3) of the OIA, to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Mālō 'aupito

Danilo Coelho de Almeida
Deputy Secretary,
Corporate Services

Appendix 1: Ministry for Pacific Peoples' ICT function

	Headcount		FTEs[1]	
	Established[2] *(Permanent)*	**Non-established** *(Other)*[3]	**Established** *(Permanent)*	**Non-established** *(fixed term)*
Number of staff at your organisation	112	23	110.5	14.35
Staff that are in the ICT, data, digital teams/function in established roles	2	0.8	N/A	N/A
Staff that are in the ICT, data, digital teams/function in non-established roles (contractors, casuals, consultants, etc.).	N/A	2.5	N/A	N/A
Total number of architects	N/A	N/A	N/A	N/A
Total number of developers	N/A	N/A	N/A	N/A
Total number of ICT staff in management roles	N/A	0.8	N/A	N/A
Total number of staff involved with project management	N/A	1	N/A	N/A
Total number of business analysts	N/A	1	N/A	N/A
Total number of testers	N/A	N/A	N/A	N/A
Total number of information and data subject matter experts	1	N/A	N/A	N/A
Total number of scrum masters	N/A	N/A	N/A	N/A
Total number of product owners (that are with ICT team)	N/A	N/A	N/A	N/A
Total number of staff involved with strategy development and implementation, transformation, portfolio management, monitoring, and reporting (exclude staff in management roles from this count)	N/A	N/A	N/A	N/A
Total number of other staff who look after system analysis, network, software engineering, information and cyber security, helpdesk and technical support, quality assurance, account management, training, finance, stakeholder management, and any other ICT functions	1	0.5	N/A	N/A

Notes:
1. Contractors are not considered FTE and have been excluded from the FTE column.
2. Fixed term staff are not considered establishment roles at the Ministry and have been included in the headcount total for non-established staff.
3. 'Other' refers to Ministry fixed term staff and contractors.