



22 June 2023

Tēnā koe

On 18 May 2023, you emailed the Ministry of Social Development (the Ministry) requesting, under the Official Information Act 1982 (the Act), the following information:

- 1. The total number of employees (both full-time and part-time) for each year within the period from 2018 to 2023 (2018 and 2023 inclusive).*
- 2. Any available breakdown of employee numbers by role types or categories within the ministry (e.g., administrative staff, policy advisors, support staff, etc.) for each year within the requested period.*
- 3. Any additional information or reports related to employment trends, if available, for the Ministry of Social Development during the requested period.*

For the sake of clarity, the Ministry will respond to each question in turn.

- 1. The total number of employees (both full-time and part-time) for each year within the period from 2018 to 2023 (2018 and 2023 inclusive).*

Information for the financial years 2018 until 2022 is publicly available, in the Social Services and Community Committee 2021/22 Annual Review of the Ministry of Social Development Responses to Standard Questions 1-332 (Appendices). This report provides information related to employees both full time and part time for each year from the period from 2018 to 2022 in appendix 7 question 64 at the following link: [https://www.parliament.nz/resource/en-NZ/53SCSS\\_EVI\\_127528\\_SS5241/70b870c2ee9dc592ddb75dd769e679f35d54f449](https://www.parliament.nz/resource/en-NZ/53SCSS_EVI_127528_SS5241/70b870c2ee9dc592ddb75dd769e679f35d54f449).

All vacancies are reviewed and filled as required, subject to operational needs, recruitment constraints, funding and availability of suitable staff. The Ministry prioritises its work to ensure that key work and initiatives are delivered in the absence of staff in these positions. For the purposes of responding to this question, external secondments have been removed from the data for the current and previous financial years.

The following table shows the number of full time equivalent (FTE) staff number (part time vs full time) for the period 1 July 2022 to 30 April 2023.

**Table One: FTE staff numbers (PT vs FT) as at 30 April 2023.**

<b>Financial year ending</b>	<b>Full Time</b>	<b>Part Time</b>	<b>Total</b>
30/04/2023	8962.4	127.2	<b>9089.6</b>

2. *Any available breakdown of employee numbers by role types or categories within the ministry (e.g., administrative staff, policy advisors, support staff, etc.) for each year within the requested period.*
3. *Any additional information or reports related to employment trends, if available, for the Ministry of Social Development during the requested period.*

You will find attached the **Appendix** which contains the following table:

- **Table Two:** Job Code Label data for period 2018 to 2023.

This information is collated through Job Code Labels in the Ministry's employee information management system, myHR. Please note, there is no single or universal set of role categories in myHR. Titles can sit across more than 1 Job Code and over time Job Codes may be consolidated or reclassified, or new titles are introduced. As such, any trends in this information may not necessarily reflect changes in the composition of the workforce.

You may be interested to know the Ministry, alongside other government departments, are required to report workforce data to Te Kawa Mataaho – Public Service Commission (PSC).

For the purposes of PSC reporting, the Ministry collates workforce data based on ANZSCO classification (Australia New Zealand Standard Classification of Occupation), which is then used by PSC to inform their Occupational Grouping data. This can be found on PSC's website, here: [www.publicservice.govt.nz/research-and-data/guidance-data-drilldown-and-technical-guidance/](http://www.publicservice.govt.nz/research-and-data/guidance-data-drilldown-and-technical-guidance/)

The data can be filtered by government department, occupational group, year, gender, age and ethnicity. Further information on workforce data can also be found here: [www.publicservice.govt.nz/research-and-data/?Search=&Topics%5B%5D=188-Workforce%2BData](http://www.publicservice.govt.nz/research-and-data/?Search=&Topics%5B%5D=188-Workforce%2BData).

The Ministry considers these links to answer your request for information related to employment trends.

The principles and purposes of the Official Information Act 1982 under which you made your request are:

- to create greater openness and transparency about the plans, work and activities of the Government,
- to increase the ability of the public to participate in the making and administration of our laws and policies and
- to lead to greater accountability in the conduct of public affairs.

This Ministry fully supports those principles and purposes. The Ministry therefore intends to make the information contained in this letter and any attached documents available to the wider public. The Ministry will do this by publishing this letter and attachments on the Ministry's website. Your personal details will be deleted, and the Ministry will not publish any information that would identify you as the person who requested the information.

If you wish to discuss this response with us, please feel free to contact [OIA\\_Requests@msd.govt.nz](mailto:OIA_Requests@msd.govt.nz) If you are not satisfied with this response regarding employee numbers and roles at the Ministry, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or 0800 802 602.

Ngā mihi nui



Amanda Neemia  
**Director Planning and Governance  
People**