



Report Title:	2024/25 Estimates Review of the Public Service Commission: supplementary questions		
Report No:	2024-0160		
Date:	30 May 2024		
To:	Hon Nicola Willis, Minister for the Public Service		
Action Sought:	Review and agree to lodge	Due Date	10 June 2024
Contact Person:	Gabrielle Wilson, Principal Advisor, Office of the Head of Service		
Contact No:	9(2)(a) privacy		
Encl:	Yes	Priority:	Medium
Security Level:	BUDGET-SENSITIVE		

Executive Summary

1. The Commission's 2024/25 Estimates hearing is scheduled for 4:00 – 5:10pm, Monday 17 June 2024.
2. We have received the supplementary questionnaire for this year's 2024/25 Estimates. Draft written responses to these are attached for your review and feedback.
3. The written responses to the supplementary questionnaire are tentatively due with the Governance and Administration Select Committee by noon on 13 June 2024. Timing will be finalised after Budget, when you receive the Committee's official summons.
4. Once we have incorporated your feedback into the written responses, your office will need to provide the final version to the Select Committee by the specified due date.

Purpose of Report

5. This report attaches the draft responses to the 2024/25 Estimates supplementary questionnaire, and outlines key points and next steps.

Comments on written responses

Work programme

6. At a high level, we have outlined the approach to the Commission's work programme for the next year. The activities support your Government's goals, as well as what we understand of your Ministerial priorities for the portfolio. We will engage with you in coming months of the deliverables for the work programme for later this year and across the rest of the term of Government.

Detail on our Fiscal Sustainability Programme

7. A number of questions ask about budget reductions, reprioritisations, and the Government's savings programme (see questions 11, 12, 16, 17, 21-25, 27) . Our responses reference our reduction in baseline for the next year and outyears, and that the Commission is consulting on a change proposal with its staff to contribute to achieving these savings.

BUDGET-SENSITIVE

8. Our responses also include the end of time-limited funding for the Pay Equity Taskforce and subsequent change process we have undertaken for that team (see question 11, 16, 23)
9. Detail on the change proposals are not included, but responses do include specific numbers for the Commission's budgets, and baseline reduction. These responses will be submitted to the Committee post-Budget and published after the hearing so will no longer be Budget Sensitive.

Contractors and consultants expenditure

10. Our responses include the Commission's expenditure on contractors and consultants for the 2023/24 financial year up to 31 March 2024. As at 31 March, the Commission spent \$1.872 million on contractors and consultants. The Commission is on track to spend less than the 2022/23 financial year, where it spent \$5.054 million on contractors and consultants.
11. More than half of core Commission (i.e. excluding the Commission's recoverable functions) expenditure on contractor and consultants for 2023/24 is cost-recovered from the relevant agencies, mainly relating to Performance Improvement Reviews and other investigations and reviews the Commission has undertaken.
12. We are currently reviewing how we report on contractors and consultants, to ensure we align with system guidance. This is because we have historically taken a conservative approach to what falls within scope of a contractor or consultant, which runs the risk of over-reporting.
13. We have signalled in the written responses that any changes resulting from this review will be included in the next Annual Review process (i.e. we are not changing the approach to reporting in this Estimates process).

Workforce reporting

14. Similar to reporting on contractors and consultants above, late last year we reviewed how we were reporting on numbers of management staff at the Commission (for example, previously including roles that did not have people reporting to them).
15. In the last Annual Review document, we signalled that changes in reporting, which better align with ANZSCO¹ classifications, would take effect from the 2024/25 Estimates. This is reflected in the attached draft responses, where we only count management roles as those with direct reports.

Bowen House

16. A number of questions ask about relocating or closing offices (see questions 35, 36, 40, 41). We have signalled our intention to move to Bowen House, likely in late 2024/25.

Next Steps

17. The Commission's 2024/25 Estimates hearing is scheduled for 4:00 – 5:10pm, Monday 17 June 2024.
18. We will incorporate your feedback and finalise the draft responses, and provide your office with a final copy.
19. The formal summons from the Committee will confirm the deadline for your office to submit the final responses (likely to be noon on 13 June 2024).

¹ Australia and New Zealand Standard Classification of Occupations used in workforce and statistical reporting

20. We will provide you with a briefing pack on relevant topics for the Estimates hearing by Monday 10 June. We are also meeting with you, at our regular Ministerial meeting, before the hearing on Monday 17 June at 3:15pm, to prepare for the hearing.

Recommended Action

We recommend that you:

- a **review and provide feedback** on the draft responses to the Supplementary Questionnaire
- b **agree** to lodge the attached responses by the deadline of noon 13 June 2024 (or other deadline specified by the Committee), subject to your feedback having been incorporated
Agree/disagree.
- c **agree** that Te Kawa Mataaho Public Service Commission release this briefing in full once it has been considered by you, and after the release of Budget 2024.
Agree/disagree.

Hon Nicola Willis

Minister for the Public Service