

Office of Hon Penny Simmonds

Minister for Disability Issues
Minister for the Environment
Minister for Tertiary Education and Skills
Associate Minister for Social Development and Employment



Daniel Benson-Guiu
Via FYI.org

Dear Daniel

Thank you for your request, received on 19 January 2024, for the following information under the Official Information Act 1982 (the Act):

1. *Copies of Letters of Expectation to each of the Workforce Development Councils, which are as follows: Waihanga Ara Rau, Toi Mai, Toitu Te Waioira, Hanga Ara Rau, Muka Tangata, Ringa Hora.*
2. *Correspondence between the Tertiary Education Commission and the Board Chairs of each Workforce Development Council from the period 1 December to now.*
3. *Correspondence between the Minister of Tertiary Education and Skills and the Tertiary Education Commission regarding the Workforce Development Councils from the period 1 December to now.*

As advised, on 24 January 2024, my office transferred the following part of your request to the Tertiary Education Commission (TEC):

- *Correspondence between the Tertiary Education Commission and the Board Chairs of each Workforce Development Council from the period 1 December to now.*

To answer the remaining points:

1. I, as current Minister for Tertiary Education and Skills, have not sent Letters of Expectation (LoE) to the Workforce Development Councils and, as such, I am declining this request under section 18(e) of the Act as the information does not exist.

However, in the spirit of the Act, I have asked the Tertiary Education Commission (TEC) to refer to any LoE's that may have been sent under the previous government, or by the TEC, in their response to the transferred OIA request.

2. I am releasing the following information:

Date	Document Type	Title
18/12/2023	Briefing	Schedule Of Ministerial Appointments for 2024
18/12/2023	Briefing	Consultation on Ministerial Appointments for 2024
17/1/2024	Meeting Advice	Muka Tangata Workforce Development Council's December 2023

In compliance with the Act, I am withholding some information in the released documents. Redactions are clearly marked in the documents, with the following reasons:

- personal contact details of officials, under section 9(2)(a) – to protect the privacy of natural persons, including deceased people,
- maintain effective conduct of public affairs, under section 9(2)(g)(ii) – the protection of such Ministers, officers and employees from improper pressure or harassment

Also, some sections in the briefings have been redacted as the subject matter is not in scope of your request.

I am satisfied, in terms of section 9(1) of the Act, that the need to withhold the information referred to above is not outweighed by other considerations that render it desirable, in the public interest, to make the information available.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Yours sincerely



Hon Penny Simmonds
Minister of Tertiary Education and Skills