



26 March 2024

Ministerial Services
45 Pipitea St, Thorndon
PO Box 805, Wellington 6140, New Zealand
Phone +64 4 495 7200
[Website: www.dia.govt.nz](http://www.dia.govt.nz)

Adam M

fyi-request-2568658a25475@requests.fyi.org.nz

Dear Adam

Request for information (OIA2324-0692)

Thank you for your request for information on 9 February 2024 made to the Department of the Prime Minister and Cabinet (DPMC) made under the Official Information Act 1982 (the Act). You requested the following information:

- 1. is the Women's portfolio in hibernation during the Minister's leave? As suggested by her staff taking acting roles in other portfolios during her leave period.*
- 2. Please provide all communications, including minutes from meetings, where the portfolio/s of Nicola are discussed for the period during her leave. Including suggestions it slows down during this period. This includes staff communications about their acting positions or secondments elsewhere during her leave, or their "workload" etc during the period.*
- 3. how many Women's portfolio/Nicola Grigg staff are taking acting roles in other portfolios during the leave period?*
- 4. is the portfolio looked after by another minister during this period? If so, are Nicola's staff seconded to that acting minister during this period."*

On 4 March 2024 you were informed that part of your request had been transferred to the Department of Internal Affairs (the Department) for response. Specifically, parts 3 and 4 have been accepted by the Department for response. However, DPMC will also respond to part 4 in respect to the information they hold.

Response to your request

For context there are three types of staff who work in Minister's offices:

- Department-employed staff assigned to work in a Minister's office;
- Roving staff, also employed by the Department, although not assigned to a Minister's office. These staff are deployed across Ministerial offices in a range of roles to provide cover for offices in situations of planned and unplanned leave and surge support; and
- Portfolio Private Secretaries who are seconded to Ministers' offices by government agencies (also known as home agencies) to assist with the management of Ministers' portfolio responsibilities. Portfolio Private Secretaries are employed by the respective government agency.

The Department's Ministerial Services Group is responsible for employing all Ministerial office staff (except Portfolio Private Secretaries). I have interpreted staff to refer to Department-employed staff who are assigned to work in a Minister's office and roving staff.

3. how many Women's portfolio/Nicola Grigg staff are taking acting roles in other portfolios during the leave period?

No staff that are employed to work in the Office of Hon Nicola Griggs have been appointed acting roles in other portfolios during Hon Griggs period of parental leave.

One staff member was temporarily placed in Hon Simon Watt's office from 15 February 2024 to 8 March 2024 to provide support until a permanent employee was appointed. During this time, they continued to look after correspondence relating to Hon Griggs office.

4. is the portfolio looked after by another minister during this period? If so, are Nicola's staff seconded to that acting minister during this period."

Hon Louise Upston is the caretaker Minister for the Women's portfolio during the period of Hon Griggs parental leave. I can confirm no staff from Hon Griggs office have been seconded to Hon Upston's office. However, the Portfolio Private Secretary assigned to the Women's portfolio continues to support Hon Upston during the caretaker period.

We may publish this OIA response on www.dia.govt.nz (with your personal details having been removed). Publishing responses to OIA requests increases the availability of information to the public and is consistent with the purpose of the Act to enable effective participation in the making and administration of laws and policies, and to promote the accountability of Ministers and officials.

If you have any concerns with the information in this response, you have a right to request an investigation and review by the Ombudsman under section 28(3) of the Act. Information on how to do this is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Yours sincerely



Briget Ridden

General Manager – Ministerial Services

Te Haumi – Enterprise Partnerships

Te Tari Taiwhenua – The Department of Internal Affairs