

18 December 2020

9(2)(a)

Tēnā koe 9(2)(a)

OFFICIAL INFORMATION ACT REQUEST

I refer to your official information request of **Friday 20 November 2020** in which you requested information relating to the Ministry's payroll system.

Our responses to your questions are below and repeated in the attached spreadsheet. For some questions, the response is publicly available and, for these questions, we have indicated where this information is published.

Question	Answer
System costs	
1. The last three financial years (by year) actual total spend for operational costs that directly relate to payment for the service and the YTD spend to the end of August 2020.	The amount spent with Datacom, our payroll provider, is available in our annual Select Committee answers .
2. The last three financial years (by year) actual total spend for maintenance i.e. Changes, additions and upgrades for improvements and any YTD cost ending August 2020.	
3. The last three financial years (by year) actual total spend on Capital costs and any YTD spend to the end of August 2020	n/a
4. Any cost on training over the last three years relating to payroll.	
Employee Numbers	
5. Your total number of Full-time employees (FTE), for the last 3 years (for each year) and the FTE's to the YTD to end of August 2020.	The Ministry's staffing numbers are available from the Te Kawa Mataaho Public Service Commission website, in the workforce data area here . (www.publicservice.govt.nz/our-work/workforce-data)
6. The last 3 years your total number of part-time employees (PTE) for each year and the PTE to the YTD to end of August 2020.	
7. The estimated number of different (non-standard) types of employment agreement	

From your Contract data base	
1. The current service being provided in briefly i.e. Inhouse, Outsourced (fully or partial), Bureau, SaaS, Payroll as a Service?	Bureau
2. Payroll Supplier?	Datacom
3. Payroll System Brand name?	Datacom
4. How long the contract has been in-place (start date)?	The contract started in 2001 and is open ended with a 30 day termination provision for the Ministry.
5. The end date of the contract?	
6. Any extension provisions to the contract end date?	
7. Contract Owner and /or Business Owner?	Peter Noble, Director Corporate Services
Business Contacts	
8. Best contact person for the system?	Peter Noble, Director Corporate Services
9. Best person for further details if required?	
General System performance	
10. Any concern about the NZ Holidays Act compliance of the existing system and or other system performance limitations?	No

For future payroll proposals, the Ministry will follow guidance from the All-of-Government Payroll Programme. More information on this programme is available at this website: <https://www.digital.govt.nz/digital-government/programmes-and-projects/improving-government-payroll-systems/>.

Official Information Act responses

Please note that this response, with your personal details redacted, may be published on the Ministry's website. If you have any concerns or comments related to this, please let us know by emailing ministerialservicing@women.govt.nz, within two weeks of the date of this letter.

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.

Nāku noa, nā



Renee Graham
Secretary for Women