



13 February 2018

Dear [REDACTED]

Official information request - University of Otago Vice Chancellor's role re-size

Our ref: 2017/0177

I refer to your official information request dated 15 December 2017 for:

"all of the correspondence between Otago University or its representatives and the State Services Commission pertaining to the decision to re-size the Vice Chancellor's role.

Please release any reports or briefings prepared by either the State Services Commission or the Otago University (as furnished to the commission) that supported the decision to resize the Otago University Vice Chancellor role".

Background

Conditions of employment for Crown entity chief executives (CE) are set by the Board following consultation with the State Services Commissioner (the Commissioner). Under the State Sector Act 1988, Tertiary Education Institutions (TEIs) are required to obtain the concurrence of the Commissioner before agreeing to the conditions with the CE.

In order to establish an appropriate remuneration level for a particular role, Crown entity boards provide SSC with a job evaluation, undertaken by an independent consultant. The Commissioner uses this job evaluation to establish a total remuneration range for the role informed by market information. From time to time CE roles change with additional responsibilities added. In these situations, boards will often have the roles re-evaluated and SSC will consider this information during the consultation process.

Please refer to SSC's website (<https://www.ssc.govt.nz/crown-entity-chief-executives-terms-conditions>) for further information on the Commissioner's role and the policy for CE remuneration. Note the disclosure of remuneration paid to Public Service and State sector senior staff (<http://www.ssc.govt.nz/senior-pay-report>).

Information being released

Please find enclosed the following documents that fall within scope of your request:

Item	Date	Document Description	Decision
1	8 August 2016	Email	Withheld in part
2	8 August 2016	Email Attached letter	Withheld in part Withheld in full (not relevant to the request)
3	4 August 2016	Email	Withheld in part

4	2 August 2016	Letter	Withheld in part
5	19 July 2016	Email	Withheld in part
6	20 April 2016	Email	Withheld in part

I have decided to release the relevant parts of the documents listed above, subject to information being withheld under one or more of the following sections of the OIA, as applicable:

- section 9(2)(a) – to protect the privacy of natural persons, including deceased people
- section 9(2)(b)(ii) – to protect the commercial position of the person who supplied the information, or who is the subject of the information

In addition, some information has been deleted where it is not within the scope of your request.

Information being withheld

If you wish to discuss this decision with us, please feel free to contact Ministerial.Services@ssc.govt.nz.

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.

Please note that we intend to publish this letter (with your personal details removed) and enclosed documents on the State Services Commission's website.

Yours sincerely



Juanita Te Kani
Director
State Services Commission

Joan Foster [SSC]

From: John Ward 9(2)(a) privacy
Sent: Monday, 8 August 2016 12:20 p.m.
To: Joan Foster [SSC]
Subject: Re: University of Otago Vice Chancellor's role

Dear Joan,

Thank you for this information. I would appreciate you submitting the July 19 correspondence again please.

Regards,

John.

On 8/08/2016, at 12:13 pm, Joan Foster [SSC] 9(2)(a) privacy wrote:

[IN-CONFIDENCE]

Hi John

Kevin Seales sent me the job evaluation report from 9(2)(a) prejudice commercial. I have converted the points into SSC points and note that this shows a 5.5% job size increase.

The government remuneration range for a job of this size is 9(2)(b)(ii) prejudice commercial position with a midpoint of 9(2)(b)(i) prejudice commet Professor Hayne sits at 9(2)(a) privacy of this remuneration range.

The following table shows Professor Hayne's new position in the performance matrix.

out of scope



With the exception of the remuneration range and position in range, the other guidance provided in my letter of 19 July still applies.

Please don't hesitate to contact me if I can be of further assistance.

Kind regards
Joan

Joan Foster [SSC]

From: Joan Foster [SSC]
Sent: Monday, 8 August 2016 3:14 p.m.
To: 'John Ward'
Cc: 'Kevin Seales'
Subject: University of Otago Vice Chancellor's role
Attachments: Scan-to-Me from doug.hamlet.treasury.govt.nz 2016-08-08 150628.pdf

[IN-CONFIDENCE]

Hi John

Attached is the updated letter which includes the new remuneration range and position in range. I'm sure having the information together will be more useful for you.

Kind regards

Joan

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Joan Foster
Senior Advisor, Executive Management Services
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Joan Foster [SSC]

From: Kevin Seales <kevin.seales@otago.ac.nz>
Sent: Thursday, 4 August 2016 9:10 a.m.
To: Joan Foster [SSC]
Cc: John Ward
Subject: FW: University of Otago | Information from 9(2)(b)(ii) prejudice commercial position
Attachments: AM-KS Uni of Otago VC JE 02-08-16.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Joan

We have received the attached evaluation from 9(2)(b)(i) for the Vice Chancellor role.

Do I understand correctly that the SSC will apply the remuneration information to this and advise whether there is any change?

Thanks

Kevin

Kevin Seales
Human Resources Director

Registry/Clocktower Building
University of Otago
PO Box 56
Dunedin 9054

9(2)(a) privacy
9(2)(a) privacy

Web www.otago.ac.nz/humanresources

CAUTION: This e-mail and any attachment(s) contain information that is both confidential and possibly legally privileged. Any opinion, advice or information contained in this e-mail and any attachment(s) is to be treated only for the purpose of the intended recipient.

9(2)(b)(ii) prejudice commercial position

PRIVATE AND CONFIDENTIAL

02 August 2016

Kevin Seales
Human Resources Director
University of Otago

Via email: 9(2)(a) privacy

cc: **Mr J Ward, Chancellor**
9(2)(a) privacy

Dear Kevin

Further to your request to review and evaluate the Vice Chancellor's role, and your subsequent request for remuneration information to be provided. We are happy to provide this information, however I must point out that the State Services Commission have their own pay scales and disregard any remuneration information presented externally. It is my view that purchasing remuneration information for this role will in fact not add any value and as said will not be considered by the State Services Commission. However please advise on whether you wish to receive this information.

As part of the evaluation process, I had a very informative discussion with both the Vice Chancellor and the Chancellor regarding the accountabilities and challenges of the Vice Chancellor's role and I note the Medical School is now larger than Auckland, the diversification/expansion into providing education services into the other main centres, the increase in research funding, and the significant capital expenditure programme that is taking place.

This leads me to propose the evaluation below:

Vice Chancellor – Otago University

9(2)(b)(ii) prejudice commercial position

As mentioned above, the State Services Commission will advise you the remuneration range for this job size, based on their database and policy formula.

If you have any questions related to the above please do not hesitate to contact me.

9(2)(a) privacy

Joan Foster [SSC]

From: Joan Foster [SSC]
Sent: Tuesday, 19 July 2016 9:31 a.m.
To: 9(2)(a) privacy [redacted]
Subject: University of Otago CE's 2016 remuneration review
Attachments: Scan-to-Me from doug.hamlet.treasury.govt.nz 2016-07-19 090218.pdf

[IN-CONFIDENCE]

Hi John

Please find attached our guidance for Professor Hayne's 2016 remuneration review which is due with effect from 15 August 2016.

When we met earlier this year, you were considering getting the role resized by 9(2)(b)(i) prejudice commercial [redacted]. I haven't heard anything from you on this, so the remuneration information provided is on the basis of the current job size.

I look forward to hearing from you in due course.

Kind regards
Joan

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Joan Foster
Senior Advisor, Executive Management Services
State Services Commission
9(2)(a) privacy [redacted]
Fax: +64 4 495 6686
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Joan Foster [SSC]

From: Joan Foster [SSC]
Sent: Wednesday, 20 April 2016 10:01 a.m.
To: 'John Ward'
Subject: University of Otago CE role
Attachments: 9(2)(b)(i) prejudice commercial position
Categories: Not for DeskSite

[UNCLASSIFIED]

Hi John

Thanks for coming in to see me today. As promised, attached are the details for 9(2)(a) privacy our contact at 9(2)(b)(i) prejudice commercial position. Once the job sizing has been completed, please send me a copy of 9(2)(b)(i) prejudice report. I will then be able to advise whether or not there has been a change in the size of the role and, if so, what percentage change there has been.

I will response to your remuneration review proposal later this week.

Kind regards
Joan

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Joan Foster
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