

Navigating Surplus Staffing – Part 2

Preparing our minds for the session

E te hui

For this gathering

**Whāia te mātauranga kia
mārama**

Seek knowledge for
understanding

Kia whai take ngā mahi katoa

Have purpose in all that you do

Tū māia, tū kaha

Stand tall, be strong

Aroha atu, aroha mai

Let us show respect

Tātou i a tātou katoa.

For each other.

Your presenters

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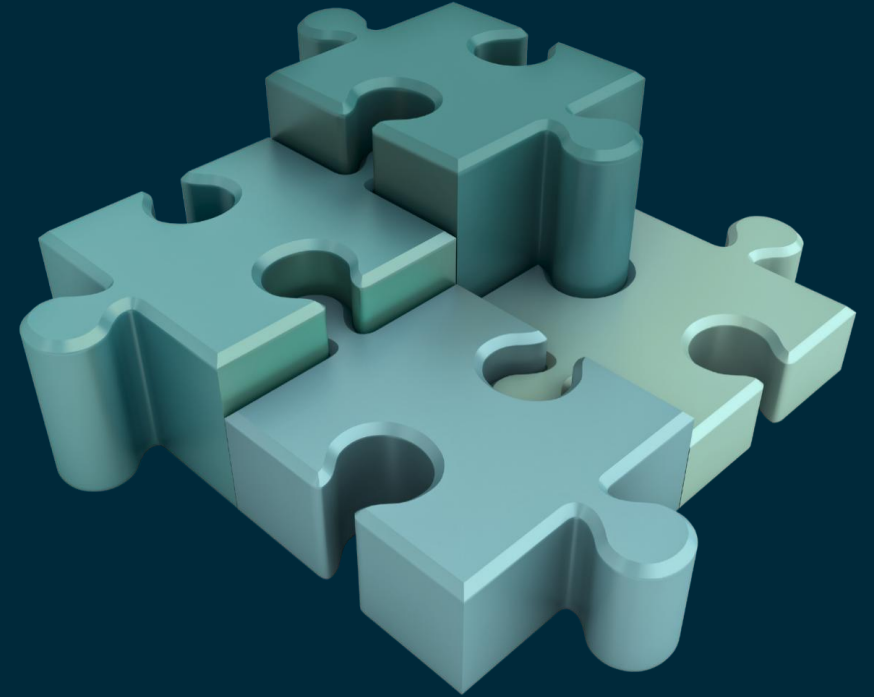
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What we'll cover

- Summary of Part 1
- Good consultation
- Timeline for surplus staffing
- CAPNA and needs analysis
- Surplus staffing entitlements
- Being a good employer
- Q&A
- Reflection, support, and next steps



Summary of Part 1

- On 4 September, the staffing entitlement for 2027 was advised
- If notification outlines a reduction, contact GovHub for advice
- You may seek a review
- The provisions seek to resolve a surplus via attrition or ending Fixed Term (FT) contracts in the first instance
- Unit reduction due to **overuse** should be undertaken as part of surplus staffing
- Unit reduction due to a **change of entitlement** should be undertaken as part of surplus staffing
- If the reduction is not resolved, then begin part 2 – CAPNA or Needs Analysis

Good consultation

- Collective Employment Agreement
- Underpinned by the Employment Relations Act 2000
- Good Faith Obligations
- Case Law
- Union representation



Timeline for surplus staffing

- Receipt of Provisional Staffing Entitlement notices
- Completed by 27 November
- Factor in school holidays
- Genuine consultation
- Genuine consideration and responses to submissions
- Report form sent by MoE in early December

CAPNA

- The process set out in the Secondary and Area School Teachers' Collective Agreement
- Requirement to engage with PPTA
- Nominee from PPTA will be assigned to assist in the process
- Both PPTA and NZEI cover area schools – the provisions require notification to both unions



Needs analysis

- The process set out in the Primary Teachers Collective Agreement
- Requirement to notify NZEI of the surplus staffing process
- NZEI will assign a field officer to support union members through the process at your school



Staffing reorganisation

What CAPNA and needs analysis have in common

- Look to identify where there is a surplus
- Provide an opportunity to find new ways to organise work
- Not for performance managing staff

The differences

- Each provides protection for specific staff
- Secondary teachers may volunteer to be made surplus (primary teachers cannot)

Surplus staffing entitlements

Once a teacher is made surplus, they have entitlements:

- Redeployment / supernumerary
- Retraining
- Long service and severance*

* Only after all other options have been thoroughly explored

Being a good employer

- These processes are challenging for all involved
- Consider timing of meetings
- Recognise the impact on morale and make adjustments
- Keep in contact with GovHub and the relevant union



Kōrero



Reflection, support, and next steps

Reflection and next steps

What we covered today:

- Summary of Part 1
- Good consultation
- Timeline for surplus staffing
- CAPNA and needs analysis
- Surplus staffing entitlements
- Being a good employer



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Closing the session

Unuhia, unuhia

Draw on, draw on

Unuhia ki te uru tapu nui

Draw on the supreme sacredness

**Kia wātea, kia māmā,
te ngākau, te tinana,
te wairua i te ara tangata**

To clear, to free the heart, the
body, and the spirit of mankind

**Koia rā e Rongo,
whakairia ake ki runga**

Rongo, suspended high above us

Kia tina! Tina! Hui e! Tāiki e!

Draw together! Affirm!

Ngā mihi nui!
Thank you!