
To: Minister of Education
Date: 14 June 2018
Priority: Medium
Security Level: In Confidence
METIS No: 1127718

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Messaging seen by Communications Team: No
Round Robin: No

Purpose
The purpose of the paper is to seek your sign-off for the Updated 2017/18 Output Plan and to provide a quarterly report updating you on financial and non-financial performance against agreed budget standards for 2017/18.

Summary
The Updated 2017/18 Output Plan was provided on 7 March 2018 for review and comment (METIS 1105147 refers). We have incorporated the feedback received on 1 June 2018 and provided a final document for your signature.

The attached March 2018 Quarterly report provides a summary of progress against your work priorities for October 2017 to March 2018 reporting against the work programme set out in the Updated Output Plan 2017/18.

The report also provides you with a quarterly update on financial and non-financial performance reporting against agreed budget standards for 2017/18.

Performance results to 31 March 2018 show:
- the majority of performance measures are on track, with 14 Vote Education measures at high risk of not achieving for year-end
- total expenditure for the year to 31 March 2018 was under budget:
  - $211.6 million (2.4%) for Vote Education
  - $69.4 million (2.8%) for Vote Tertiary Education.

The next report you will receive on the Ministry’s performance will be the report for the year ending 30 June 2018, followed by the 2018 Annual Report.
Recommended Actions

The Ministry of Education recommends that you:

a. **sign** the attached Updated Output Plan 2017/18 (METIS 1105147 refers) with requested changes incorporated as set out in Appendix A

b. **note** the attached Ministry of Education March 2018 Quarterly Report (Appendix B) which provides:
   i. reporting on progress against your work priorities for October 2017 to March 2018 as set out in the Updated Output Plan 2017/18
   ii. exceptions reporting on Vote Education and Vote Tertiary Education performance measures
   iii. an update on the Vote Education and Vote Tertiary Education financial position as at 31 March 2018

   **Noted**


   **Release**

Emily Fabling  
Deputy Secretary  
Strategy, Planning and Governance  
Ministry of Education  
14 July 2018

Hon Chris Hipkins  
Minister of Education

Background

1. We formally report four times a year on progress in relation to the deliverables set out in the Output Plan, along with spending against budget.

2. The intent of the quarterly report is to provide a record of performance for the quarter but also highlight any key issues or opportunities for discussion. Performance measures are reported on an exceptions basis. Typically we are asked to provide copies of the Output Plan and quarterly report to Select Committee as part of the Annual Review process and it is intended that the two documents are proactively released.


Updated 2017/18 Output Plan

4. An Updated 2017/18 Output Plan was provided for your review and any comments on 7 March 2018 (METIS 1105147 refers). This revised the priorities from the previous Government and set out the work programme you took to Cabinet in February and what needed to be progressed by 30 June 2018. Proposed changes to measures were confirmed through the Supplementary Estimates process. The work priorities have been updated with the requested changes received on 1 June 2018 and a copy of the Updated 2017/18 Output Plan is attached for your signature.

Performance results to 31 March 2018

5. The March 2018 Quarterly Report as set out in Appendix B provides an update on:
   - progress against your work priorities for October 2017 to March 2018 as set out in the Updated Output Plan 2017/18 (pages 3 to 22)
   - Vote Education (pages 23 to 27) and Vote Tertiary Education (page 32) performance measures, reporting on an exceptions basis
   - Departmental and non-departmental expenditure to 31 March for Vote Education (pages 28 to 31) and Vote Tertiary Education (pages 32 to 34).

6. Highlights since December 2017 have included providing advice and support to:
   - gain Cabinet approval for the Government’s three-year education portfolio work programme announced in February 2018
   - set up terms of reference and supporting stakeholder engagement and governance arrangements for various reviews
   - present our approach to develop a comprehensive Education Workforce Strategy
   - support the Tertiary Education Commission and Ministry of Social Development to implement the first year of fees-free tertiary education and provide a high level work programme for the full programme to be implemented by 2024.

7. Fuller details on the work undertaken is set out in Appendix B.
8. The majority of performance measures are on track with 14 four Vote Education measures at high risk of not achieving for year-end as set out on pages 23 to 27.

9. Total expenditure for the year to 31 March 2018 was:
   - $211.6 million (2.4%) under budget for Vote Education
   - $69.4 million (2.8%) under budget for Vote Tertiary Education.

Enclosures:
Appendix A: Updated 2017/18 Output Plan
Appendix B: Ministry of Education March 2018 Quarterly Report