

From: [Angus Woodhams](#)
To: [Mata Gilbert](#)
Subject: RE: Second complaint letter about the reduction
Date: Wednesday, 26 January 2022 2:02:00 pm
Attachments: [image001.png](#)

Apologies for that. Thanks!
Ngā mihi,

Angus Woodhams | Senior Adviser, School Support
Te Pae Aronui

DDI +6494871111

From: Mata Gilbert <Mata.Gilbert@education.govt.nz>
Sent: Wednesday, 26 January 2022 2:01 pm
To: Angus Woodhams <Angus.Woodhams@education.govt.nz>
Subject: RE: Second complaint letter about the reduction
Thanks for sending this through Angus, just confirming my manager who deals with this is Lisa Rangiaho not Anna Geling – just for future reference!
I will forward it to Lisa and discuss it with her tomorrow when we both in the office.
Many thanks
MG

Mata Gilbert | Business Support Team | Te Mahau | Te Tai Runga (South)
19 Market Grove, Lower Hutt
DDI-04 463 8691
education.govt.nz

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From: Angus Woodhams <Angus.Woodhams@education.govt.nz>
Sent: Wednesday, 26 January 2022 1:42 PM
To: Mata Gilbert <Mata.Gilbert@education.govt.nz>
Cc: Anna Geling <Anna.Geling@education.govt.nz>
Subject: RE: Second complaint letter about the reduction

Kia ora Mata,

Thanks for the call just now, it was very enlightening. To confirm, historically your region has been allocating all the hours to just tutors and other roles have been receiving an additional allocation.

Apologies for not making it clearer, but the service guide I sent for your feedback is just a draft and therefore isn't in place until signed off. As letters have already gone out to schools, ^{9(2)(g)(i)}

[Redacted text block]

[Redacted text block]. But I defer to you on how to manage this.

Changes are coming and so it is best we just keep things 'as is' for now until we can embed the changes. Your suggestion of wanting to trial the application form is worth exploring as it will help us with accountability. I have a report of the wage cost (attached) for the last few years that we can use to match up past allocations with actual spend if this is of interest. I'm going to look at

officially integrating this system once I've discussed it everyone.
Also could you please have a look through the draft service guide and give your feedback soon please.
Ngā mihi,

Angus Woodhams | Senior Adviser, School Support
Te Pae Aronui
DDI +6494871111

From: Mata Gilbert <Mata.Gilbert@education.govt.nz>
Sent: Wednesday, 26 January 2022 9:12 am
To: Angus Woodhams <Angus.Woodhams@education.govt.nz>
Subject: FW: Second complaint letter about the reduction
Mōrena Angus

I hope you are well and your having a good day so far!
Are you able to reply to this email please?
The allocation was based on the changes NO has put in place.
Also please refer to the statement that Auckland have moved back to the previous allocation model and if we can we are keen too.
Look forwarding to hearing from you soon.
Ngā mihi
MG

Mata Gilbert | Business Support Team | Te Mahau | Te Tai Runga (South)
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From: Anne Bell <Anne.Bell@education.govt.nz>
Sent: Tuesday, 25 January 2022 11:27 am
To: Mata Gilbert <Mata.Gilbert@education.govt.nz>; Lisa Rangiaho <Lisa.Rangiaho@education.govt.nz>
Subject: Second complaint letter about the reduction

Importance: High

Second Letter today about the reduction- see near the end it says that this happened in Auckland and they changed back the allocation to what they had received in the past.

Anne Bell | Senior Education Advisor
Te Mahau | Te Tai Runga (South)

DDI +6444638683 | Mobile +9(2)(a) [REDACTED]
Lower Hutt Office
temahau.govt.nz | education.govt.nz

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From: [Angus Woodhams](#)
To: [Mata Gilbert](#)
Subject: RE: OOHMA Service Guide
Date: Wednesday, 27 April 2022 2:19:00 pm
Attachments: [image001.png](#)

I think we should just leave it as is for now and then discuss when we have a better plan for making the programme more equitable.

Thanks so much for your quick reply.

Ngā mihi,

Angus Woodhams | Senior Adviser, School Support
Te Pae Aronui
DDI +6444630968

From: Mata Gilbert <Mata.Gilbert@education.govt.nz>
Sent: Wednesday, 27 April 2022 1:49 pm
To: Angus Woodhams <Angus.Woodhams@education.govt.nz>
Subject: RE: OOHMA Service Guide

Kia ora Angus ☺

Thank you for your email – awesome work. Well done you're almost there!

I have read the whole document and am very happy with it.

My only concern is that for our region the allocated hours are just for tutors only and it has been like this for a long time!

Happy to discuss this further if needed.

Ngā mihi

MG

Mata Gilbert | Te Mahau | Te Tai Runga (South)
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From: Angus Woodhams <Angus.Woodhams@education.govt.nz>
Sent: Wednesday, 27 April 2022 12:11 PM
To: 9(2)(a) <[REDACTED]@education.govt.nz>; Madisen Su'A <Madisen.SuA@education.govt.nz>; Yvonne Paul <Yvonne.Paul@education.govt.nz>; Kerry Walker <Kerry.Walker@education.govt.nz>; Mata Gilbert <Mata.Gilbert@education.govt.nz>; Helen Watson <Helen.Watson@education.govt.nz>; Ruth Sullivan <Ruth.Sullivan@education.govt.nz>; Siobhan Stringer <Siobhan.Stringer@education.govt.nz>; Suzette Mitchell <Suzette.Mitchell@education.govt.nz>; 9(2)(a) <[REDACTED]@education.govt.nz>
Subject: OOHMA Service Guide

Kia ora koutou,

I hope you had a lovely long weekend. I've had to make a few edits to the service guide draft. Can you please have a quick look just to double check you are happy, particularly around the

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From: [Angus Woodhams](#)
To: [Mata Gilbert](#)
Subject: RE: 9(2)(ba)(ii) hours for 2023
Date: Friday, 16 September 2022 2:49:00 pm
Attachments: [image001.png](#)

Yes this is fine
Ngā mihi,

Angus Woodhams | Senior Adviser, School Support
Te Pae Aronui
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From: Mata Gilbert <Mata.Gilbert@education.govt.nz>
Sent: Monday, 12 September 2022 10:40 am
To: Angus Woodhams <Angus.Woodhams@education.govt.nz>
Subject: FW: 9(2)(ba)(ii) hours for 2023

Kia ora Angus

I hope you are well and have had a great weekend.

Before I reply to the email below, our allocated hours are for tutors only. Can you confirm if we are okay to carry on as it is please?

Looking forward to hearing from you.

Cheers

Mata

Mata Gilbert | Te Mahau | Te Tai Runga (South)
19 Market Grove, Lower Hutt
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From: [Angus Woodhams](#)
To: [Anne Bell](#); [Christopher Wells](#); [9\(2\)\(a\)](#); [9\(2\)\(a\)](#); [Cassandra Tossell](#); [Madisen Su'A](#); [Suzette Mitchell](#); [Yvonne Paul](#); [Jude Fawcett](#); [Mata Gilbert](#); [Ruth Sullivan](#); [9\(2\)\(a\)](#); [AnneMarie Kelly](#); [Carly Ave](#)
Subject: OOHMA Guidance
Date: Wednesday, 6 September 2023 9:50:00 am
Attachments: [Out of Hours Music and Art Programme Guide.pdf](#)
[image001.png](#) 4a

Kia ora koutou,

I'm happy to finally get this OOHMA website up. Host schools can visit this site for up to date information.

Here it is: [Out of Hours Music and Art – Education in New Zealand](#)

I've attached the public guidance, which can also be downloaded from the website.

Please can you share this with the host schools

Ngā mihi,

Angus Woodhams | Senior Adviser
School Governance, Practice and Pathways | Te Pae Aronui
DDI +6444630968

From: Angus Woodhams
Sent: Tuesday, 5 September 2023 2:47 pm
To: Anne Bell <Anne.Bell@education.govt.nz>; Christopher Wells <Christopher.Wells@education.govt.nz>; [9\(2\)\(a\)](#) <[9\(2\)\(a\)@education.govt.nz](mailto:9(2)(a)@education.govt.nz)>; [9\(2\)\(a\)](#) <[9\(2\)\(a\)@education.govt.nz](mailto:9(2)(a)@education.govt.nz)>; Cassandra Tossell <Cassandra.Tossell@education.govt.nz>; Madisen Su'A <Madisen.SuA@education.govt.nz>; Suzette Mitchell <Suzette.Mitchell@education.govt.nz>; Yvonne Paul <Yvonne.Paul@education.govt.nz>; Jude Fawcett <Jude.Fawcett@education.govt.nz>; Mata Gilbert <Mata.Gilbert@education.govt.nz>; Ruth Sullivan <Ruth.Sullivan@education.govt.nz>; [9\(2\)\(a\)](#) <[9\(2\)\(a\)@education.govt.nz](mailto:9(2)(a)@education.govt.nz)>; AnneMarie Kelly <AnneMarie.Kelly@education.govt.nz>; Carly Ave <Carly.Ave@education.govt.nz>

Subject: OOHMA - Tutor survey.

Kia ora koutou,

Should schools ask for it, I've attached a paper copy of the Tutor survey. They can scan in responses and email back to you.

General update: survey response numbers are going well. 169 Whānau, 19 Host Schools, 30

Tutors. I'm hoping we get more host school responses, as there are about 130 of them!

Hopefully they are just considering their responses before answering.

Ngā mihi,

Angus Woodhams | Senior Adviser
School Governance, Practice and Pathways | Te Pae Aronui
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From: Angus Woodhams
Sent: Friday, 25 August 2023 3:09 pm
To: Anne Bell <Anne.Bell@education.govt.nz>; Christopher Wells <Christopher.Wells@education.govt.nz>; [9\(2\)\(a\)](#) <[9\(2\)\(a\)@education.govt.nz](mailto:9(2)(a)@education.govt.nz)>; [9\(2\)\(a\)](#) <[9\(2\)\(a\)@education.govt.nz](mailto:9(2)(a)@education.govt.nz)>; Cassandra Tossell <Cassandra.Tossell@education.govt.nz>; Madisen Su'A <Madisen.SuA@education.govt.nz>; Suzette Mitchell <Suzette.Mitchell@education.govt.nz>; Yvonne Paul

<xxxxxx.xxxx@xxxxxxxxx.xxxx.xx >; Jude Fawcett <xxxx.xxxxxxx@xxxxxxxxx.xxxx.xx >; Mata Gilbert <xxxx.xxxxxxx@xxxxxxxxx.xxxx.xx >; Ruth Sullivan <xxxx.xxxxxxx@xxxxxxxxx.xxxx.xx >; 9(2)(a) [REDACTED] <[REDACTED]@education.govt.nz>; AnneMarie Kelly <xxxxxxxxx.xxxxx@xxxxxxxxx.xxxx.xx >; Carly Ave <xxxxxx.xxxx@xxxxxxxxx.xxxx.xx >

Subject: OOHMA Review - Actions Required

Importance: High

Kia ora koutou,

Please find below the surveys for the OOHMA review. There are three surveys, one for whānau, tutors and all other OOHMA staff + school leadership/boards. Can you please send these to your lead OOHMA contact at each host school ASAP and confirm with me after you've contacted them all.

I've drafted an email you can send to the schools. If they have questions they can contact you directly. If you need any assistance, do get in touch with me.

Kia ora,

This email contains online survey's for the Out of Hours Music and Art (OOHMA) review. This review aims to help the Ministry of Education better understand how OOHMA is operating now and your aspirations for the future of the programme. There are three surveys, each for a different group outlined below. Please send the individual survey out to each group. The

deadline to get responses back is the **15th of September 2023**.

We have attached a printable version of the whānau survey, if they can't access the online survey. When you collect these in, can you please scan them and email them to us.

When the survey closes, the Ministry will compile the responses and develop proposals for improvements. We'll provide more information about next steps after this. For now, the OOHMA programme will operate as normal in 2024.

If you have any questions, please don't hesitate to get in touch with us.

Surveys:

<https://www.surveymonkey.com/r/SNGLRLO> – This survey is for all OOHMA whānau. Parents and carers of students who are accessing OOHMA.

<https://www.surveymonkey.com/r/PMXNDZS> – This survey is for all OOHMA tutors who deliver lessons in music and art.

<https://www.surveymonkey.com/r/PMX7HY2> – This survey is for all other OOHMA funded staff (e.g. coordinators, facilitators etc) and other host school personnel such as principals and Boards. It is up each host school to decide who should fill in this survey. You can have multiple different people fill it in.

All survey responses are anonymous.

Ngā mihi nui,

X Regional office team

Ngā mihi,

Angus Woodhams | Senior Adviser

School Governance, Practice and Pathways | Te Pae Aronui

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National Office 1 The Terrace

[education.govt.nz](https://www.education.govt.nz)

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From: [Angus Woodhams](#)
To: [Mata Gilbert](#); [Suzette Mitchell](#); [Ruth Sullivan](#); [Jude Fawcett](#); [AnneMarie Kelly](#); [Christopher Wells](#); [Cassandra Tossell](#); [9\(2\)\(a\)](#); [Carly Ave](#); [Maree Paterson](#); [Tina Catlow](#); [Anne Bell](#)
Cc: [Schools AK Contracting](#)
Subject: RE: OOHMA school overspends
Date: Tuesday, 27 August 2024 11:14:00 am

Kia ora koutou,

I've finally been given the green light to move ahead with sorting out the overspends in OOHMA.
[9\(2\)\(a\)](#)

Once I receive the updated spend monitoring spreadsheet I will send it around with some suggested communications that you can use to send schools. We'll need to take a case by case approach with each school as they will be in different situations with different staffing contracts etc (about half are overusing their allocations). [9\(2\)\(g\)\(i\)](#)

[9\(2\)\(g\)\(i\)](#) For now you don't need to do anything, I just wanted to give you a heads up. Hoping by the end of this week to have it all ready for you.

I'm happy to have a call if you'd like to discuss things in more detail.
Ngā mihi,

Angus Woodhams | Senior Adviser
School Governance, Practice and Pathways | Te Pae Aronui
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From: Angus Woodhams
Sent: Friday, April 12, 2024 2:10 PM
To: [Mata Gilbert <Mata.Gilbert@education.govt.nz>](mailto:Mata.Gilbert@education.govt.nz); [Suzette Mitchell <Suzette.Mitchell@education.govt.nz>](mailto:Suzette.Mitchell@education.govt.nz); [Ruth Sullivan <Ruth.Sullivan@education.govt.nz>](mailto:Ruth.Sullivan@education.govt.nz); [Jude Fawcett <Jude.Fawcett@education.govt.nz>](mailto:Jude.Fawcett@education.govt.nz); [AnneMarie Kelly <AnneMarie.Kelly@education.govt.nz>](mailto:AnneMarie.Kelly@education.govt.nz); [Christopher Wells <Christopher.Wells@education.govt.nz>](mailto:Christopher.Wells@education.govt.nz); [9\(2\)\(a\) @education.govt.nz](mailto:9(2)(a)@education.govt.nz); [Cassandra Tossell <Cassandra.Tossell@education.govt.nz>](mailto:Cassandra.Tossell@education.govt.nz); [9\(2\)\(a\) @education.govt.nz](mailto:9(2)(a)@education.govt.nz); [Carly Ave <Carly.Ave@education.govt.nz>](mailto:Carly.Ave@education.govt.nz); [Maree Paterson <Maree.Paterson@education.govt.nz>](mailto:Maree.Paterson@education.govt.nz); [Tina Catlow <Tina.Catlow@education.govt.nz>](mailto:Tina.Catlow@education.govt.nz)
Subject: RE: OOHMA school overspends

Kia ora koutou,

Quick update, the suggested communications will be need to be sent out early term 2 now. I will provide them as soon as I can.

I've suggested to my GM that I send the briefing note I've written to the minister, to your directors and Hautū, so they will have a background on what is going on. I'll let you know once things are confirmed.

Ngā mihi,

Angus Woodhams | Senior Adviser
School Governance, Practice and Pathways | Te Pae Aronui

DDI +6444630968

From: Angus Woodhams

Sent: Wednesday, April 10, 2024 2:24 PM

To: Mata Gilbert <[REDACTED]>; Suzette Mitchell <[REDACTED]>; Ruth Sullivan <[REDACTED]>; [REDACTED] 9(2)(a) <[REDACTED]@education.govt.nz>; Jude Fawcett <[REDACTED]>; AnneMarie Kelly <[REDACTED]>; Christopher Wells <[REDACTED]>; 9(2)(a) <[REDACTED]@education.govt.nz>; Cassandra Tossell <[REDACTED]>; 9(2)(a) <[REDACTED]@education.govt.nz>; Carly Ave <[REDACTED]>; Maree Paterson <[REDACTED]>

Subject: OOHMA school overspends

Kia ora koutou,

I'm still waiting on approval for the comms to schools about overspends. So while we wait, I figured it's best I send you through the list of schools who have been overspending. I ask that you have a look and double check that things like the allocation are correct.

Please do not contact schools yet.

I'll get in touch as soon as I have comms to share.

Any questions do ask.

Ngā mihi,

Angus Woodhams | Senior Adviser
School Governance, Practice and Pathways | Te Pae Aronui

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-----Original Appointment-----

From: Angus Woodhams

Sent: Tuesday, March 26, 2024 10:53 AM

To: Angus Woodhams; Mata Gilbert; Suzette Mitchell; Yvonne Paul; Ruth Sullivan; 9(2)(a) <[REDACTED]>; Jude Fawcett; AnneMarie Kelly; Christopher Wells; 9(2)(a) <[REDACTED]>; Cassandra Tossell; 9(2) <[REDACTED]>; Carly Ave

Subject: OOHMA Update

When: Thursday, 28 March 2024 3:30 pm-4:00 pm (UTC+12:00) Auckland, Wellington.

Where: Teams

Importance: High

Kia ora team,

Just wanted to update you the programme. We will be looking at the historical over or under usage of hours and how to rectify that going forward.

Thanks,

Angus

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 453 895 466 513

Passcode: 72nuF9

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

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From: [Angus Woodhams](#)
To: [Mata Gilbert](#); [Suzette Mitchell](#); [Ruth Sullivan](#); [Jude Fawcett](#); [AnneMarie Kelly](#); [Christopher Wells](#); [Cassandra Tossell](#); [9\(2\)\(a\)](#); [Maree Paterson](#); [Tina Catlow](#); [Anne Bell](#); [Nicola Mirtle](#)
Cc: [Schools AK Contracting](#); [Madisen Su"A](#)
Subject: OOHMA funding - action required
Date: Wednesday, 4 September 2024 4:16:00 pm
Attachments: [image002.png](#)
[image001.png](#)
[image003.png](#)
Out of scope

Kia ora koutou,

This email contains the information you need to contact schools about over or underspends of OOHMA funds and those who have claimed funds without being allocated hours.

Historical data 2019-2023

[This spreadsheet contains historical data from 2019-2023.](#)

- The tab named 'OOHM Payment Summary' gives an overview of all the payments, red highlights indicate overspends, yellow and green highlights indicate payments without allocated hours. Underspends will come up as negative numbers in the "hours difference" columns.
- The 'no allocation' tab summarises all schools claiming payments without hours allocation.
- The 'overspend schools 2023' tab summarises the overspends just for that year.
- The 'OOHMA RAW DATA' tab provides all the historical data in case you wanted a break down of role types, reasons for payment. Please note it also contain hours funded out of school bulk grants.

You can use extracts of this data in your messages to schools about the spend of the programme.

2024 data

See attached, for the new excel sheet developed to monitor spend and forecast how schools are tracking across the year. It will be refreshed termly and you can use it to let schools know how they are getting on, identify over and under spends and use it to reallocate funding if needed or notify me if you have spare hours to offer to other regions.

Next steps

Here are some [suggested communications templates](#) for you to adapt, based on scenario. Please take note of the bits highlighted in yellow, this outlines what you need to find out. This is just for you and should be deleted before you send it out.

Some schools may need to make adjustments to their staffing and contracts. NZ School Boards Association is on hand to provide schools with employment advice. Follow the instructions in comms document on how to approach this.

For regions with underspending schools, it is worth first discussing this with the schools, then if needed, consider if other schools in your region may want the funding. I'm happy to discuss this and anything else in this email. Please do get in touch.

It is important we action this as soon as practical.

Ngā mihi nui,

Angus Woodhams | Senior Adviser
School Governance, Practice and Pathways | Te Pae Aronui

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education.govt.nz

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