

24 January 2023

Mike

fyi-request-21352-df8f79e2@requests.fyi.org.nz

REF: OIA-11669

Dear Mike

Thank you for your email of 6 December 2022 requesting the following information under the Official Information Act 1982 (the Act):

1. List of positions and quantity of those positions that include an NZTA vehicle with the position.

eg: Social Media Intern x 13 positions with vehicle Pothole Depth Inspector x 1 position with vehicle

2. For each position type - the reason/rationale for that position including a vehicle.

3. For the calendar year 2021 and 2022 YTD a list of infringements issued to NZTA vehicles or drivers of NZTA vehicles (and if possible whether the infringements were during business use or personal use).

4. The policy on private use of NZTA branded vehicles.

Each part of your request has been addressed in turn below.

1. List of positions and quantity of those positions that include an NZTA vehicle with the position.

e.g.: Social Media Intern x 13 positions with vehicle Pothole Depth Inspector x 1 position with vehicle

As of 30 November 2022, the following number of vehicles are assigned as 'dedicated' to the following Waka Kotahi NZ Transport Agency position roles in order to undertake Waka Kotahi business:

Role	Number of vehicles
Asset and Operations Manager	1
Border & Entry Certification Officer	6
Certification Officer	37
Contracts Manager	4
Heavy Vehicle Certification Officer	3
Maintenance Contract Manager	13

Role	Number of vehicles
Marlborough Roads Manager	1
Principal Compliance Officer	1
Principal Project Manager	1
Senior Compliance Officer	1
Senior Licensing Officer	1
System Manager	1
Vehicle Specialist	5
Total	75

2. For each position type - the reason/rationale for that position including a vehicle.

Waka Kotahi vehicles are assigned based on business requirements; for when frequent and regular travel is required to undertake Waka Kotahi business. Utilisation is regularly reviewed, and vehicles are reassigned or reallocated to meet changing business needs.

Vehicles are assigned on a case-by-case basis. Therefore, a role type in a remote location requiring long travelling distances may be assigned a vehicle, where the same role type in a metropolitan area may use a shared Waka Kotahi vehicle.

A vehicle may also be assigned if the driver operates in a remote location, or if there is no operational requirement to access our offices on a regular basis to access a pool vehicle – the assigned vehicle acts as the driver's 'office'. A vehicle may also be assigned if there is a requirement to carry heavy and/or bulky equipment.

3. For the calendar year 2021 and 2022 YTD a list of infringements issued to NZTA vehicles or drivers of NZTA vehicles (and if possible whether the infringements were during business use or personal use)

Waka Kotahi vehicles are not provided for personal use and therefore, all infringements are during business use.

All infringements and resulting penalties are transferred into the name of the driver responsible for the vehicle at the time. It is the driver's responsibility to pay any fines. Waka Kotahi does not reimburse any infringement costs.

The following infringements have been issued to Waka Kotahi drivers from 1 January 2021 to 30 November 2022:

Infringement type	Number of Infringements
Parking	24
Speeding	1
Special Lane	3

4. The policy on private use of NZTA branded vehicles

The Waka Kotahi policy for using fleet vehicles and driving for work requires that Waka Kotahi vehicles, including e-bikes, are not for personal use.

If you would like to discuss this reply with Waka Kotahi, please contact Leanne Hartshorne, Manager Business Operations, by email to leanne.hartshorne@nzta.govt.nz or by phone on 09 967 9921.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Jake Rance', written in a cursive style.

Jake Rance

Senior Manager Business Support