

10 July 2023

Official information request No.
8140011957 (Please quote this in any
correspondence)

Sue Garden

By email: fyi-request-22840-00207209@requests.fyi.org.nz

Tēnā koe Sue

Local Government Official Information and Meetings Act 1987

Re: Employee Attendance at Auckland Council

Thank you for your email of 18 May 2023 about employee attendance at Auckland Council. Your specific request and our response are set out below.

1. Average staff attendance rates at Auckland Council, Auckland Transport, Tātaki Auckland Unlimited and Eke Panuku Office Buildings:

a) The average attendance rate of staff for the last and current financial year.

Most large organisations occupy space around a 60 to 65 per cent ratio at any one time (percentage of staff in the office at any one time). In the current financial year Auckland Council and Council Controlled Organisations (CCOs) including Auckland Transport, Tātaki Auckland Unlimited and Eke Panuku's occupied space consistent with these levels on average. The primary reason for these occupancy ratios (generally consistent across other organisations) is normal out of office requirements including staff leave, training and meetings, fieldwork, rostered staff, remote and on-site activities that takes staff away from their office-based activities.

For the previous financial year July 2021 to June 2022, the average staff attendance rate across Auckland Council and the CCOs was below 50 per cent. Like all organisations, lower than usual attendance rates were caused by the Covid-19 frameworks, alert levels, Covid-related self-isolation, and traffic light setting shutdown periods, as well as normal out of office requirements. It should also be noted that for the period of August 2021 to the end of November 2021, Auckland was at either Alert Level 4 or Alert Level 3. On 2 December 2021, all of New Zealand moved to the Covid-19 traffic light system. During this period, most staff worked from home when they were unable to enter the corporate buildings.

Auckland Council and the CCOs have similar flexible workplace practices in place, which includes smart desking and flexitime for some staff. These practices ensure best use of our corporate space. For example, at Auckland Council's Auckland House building around 3500

Auckland Council employees identify Auckland House as their 'home' work location. However, there is provision for only around 2500 desks in the building as not all staff require a desk at the same time.

It is also important to note that Auckland Council and the CCOs do not have a typical office worker profile - there is a range of different working styles to accommodate our business requirements. For example, many staff have a corporate office building as their base but spend a good portion of their days carrying out site visits or field work. Smart desking in the office buildings means that people can come and go throughout the day, depending on meetings. Smart desking also supports some staff who either start very early in the day or are rostered to work evenings, overnight and weekends without the need to carry surplus space.

Our frontline staff, who make up a large proportion of our workforce, work in community-based buildings and facilities like libraries, pools and leisure centres, and in open spaces, like parks.

Finally, it is worth noting is that Auckland Council and the CCOs are in the process of completing a portfolio optimisation programme targeting an overall reduction in Auckland Council and CCO corporate office footprint from 128,000 sqm that we occupied in 2020 to under 70,000 sqm overall by the end of June 2024.

b) The average attendance rate of the executive team members, including the chief executive at the Auckland Council and CCO offices, for the last and current financial year.

Auckland Council and CCO executive team members and chief executives engage in various activities both inside and outside of the office that impacts their office attendance, including community engagements, business engagements and operational site visits, as well as usual leave and sickness.

For the previous financial year being July 2021 to June 2022, the average attendance rate at our corporate buildings of the executive team members and chief executives across Auckland Council and the CCOs was around 50 per cent. Like all organisations, lower than usual attendance rates were caused by normal business requirements and leave as well as the Covid-19 frameworks, alert levels, covid related self-isolation, and traffic light setting restriction periods. Like most of our other staff, the chief executives and executive teams mainly worked from home during the period of Covid-19 restrictions when they were not able to enter the corporate buildings.

In the current financial year, the council and CCOs have largely returned to normalised work patterns. Occupancy levels for the Auckland Council and CCO executive team members and chief executives across is now between 65 and 75 percent office attendance, with much of their work involving meetings with other agencies, attendance at Committee and Governing Body meetings three days per week and site visits to projects and community-based services.

2. Average staff attendance rates at Council-Controlled Organisation (CCO) Offices:

- a) **The average attendance rate of staff at the offices of the following CCOs affiliated with Auckland Council for the last and current financial year.**

Answer included in item 1a above.

- b) **The average attendance rate of executive team members, including the Chief Executives, at the offices of the aforementioned CCOs for the last and current financial year.**

Answer included in item 1b above.

3. Expenditure on office facilities:

- a) **The total expenditure incurred by Auckland Council and CCO's for office facilities (including rates, maintenance, lease/rental costs, utilities, and related expenses).**

Organisation (\$ million)	FY22 Actual Expenditure	FY23 year to date
Auckland Council	\$9.2	\$8.3
Auckland Transport	\$8.7	\$8.7
Tataki Auckland Unlimited	\$ 1.4	\$1.3
Eke Panuku	\$1.8	\$1.8

- a) **The total expenditure incurred by each of the CCOs listed above for office facilities (including rates, maintenance, lease/rental costs, utilities, and related expenses). Please provide this information separately for each CCO.**

Answer included in item 3a above.

Decisions relating to the information that is being released to you were made by **Richard Jarrett, Director Group Services.**

Should you believe Auckland Council has not responded appropriately to your request, you have the right by way of complaint, under section 27(3) of the LGOIMA, to apply to the Ombudsman to seek an investigation and review of the decision.

Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you have any further queries, please contact me on 09 301 0101 quoting official information request number 8140011957.

Ngā mihi

A handwritten signature in black ink, appearing to read 'Angela Hare', written in a cursive style.

Angela Hare
Senior Privacy & LGOIMA Business Partner
Governance Services