

23 June 2023

Sue Garden

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Kid ora Sue,

**Your request for information under the Local Government Official Information and Meetings Act 1987  
(LGOIMA) - CAS-732724-K8P1G3**

I refer to your LGOIMA request dated the 22<sup>nd</sup> of May 2023 in relation to staff attendance & expenditure on office facilities.

I have answered your questions in the order you have asked them.

**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.**

Attendance at Auckland Transport offices reflect the varies nature of the workforce employed. ~85% of all staff access the office weekly with peak days, Tuesdays to Thursdays, consistent with corporate sector.

Average attendance has been calculated as a percentage of employees working in a building compared to building capacity, averaged across a working week. This does not identify maximum and minimum daily levels.

Prior to the lockdown in mid August 2021, occupancy in our office averaged at or above 80%.

Throughout 2022 occupancy increased aligned to the reduction in Alert levels, recording averages of just below 60% attendance over the final 3 months of the year.

2023 has seen occupancy increase slightly to just above 60% for the most recent 3 months period. Weekly trends see peak occupancy across Tuesdays, Wednesday & Thursdays with Monday & Fridays lower.

Trend graphs for our 2 main offices at Viaduct Harbour Avenue and Corinthian Drive, Albany provided below.



### Viaduct Harbour Occupancy



Our Albany office provides back up contingency space for a third party crown entity reflecting in a more varied occupancy pattern. Only 50% of the total office space is available for staff at all times.

### Albany Occupancy



- 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.

Attendance of Auckland Transports Executive Leadership team, including Chief Executive are detailed below.

Information is presented by Function not individual to allow for changes in personnel over the timeframe requested.

Function	FY 21/22												FY 22/23										
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Business Technology	88%	27%	0%	0%	9%	0%	6%	5%	0%	6%	36%	40%	29%	17%	50%	34%	34%	50%	21%	58%	57%	82%	73%
Chief Executive Office	50%	45%	0%	5%	0%	10%	56%	26%	22%	11%	23%	55%	95%	70%	86%	90%	86%	70%	63%	84%	48%	76%	47%
Culture & Transformation	50%	36%	5%	0%	0%	0%	0%	11%	4%	44%	45%	50%	24%	57%						74%	87%	82%	100%
Customer Experience	50%	41%	0%	0%	0%	0%	22%	16%	0%	28%	73%	55%	38%	57%	36%	29%	50%	40%	32%	47%	65%	53%	73%
Finance Division	95%	41%	0%	0%	0%	0%	22%	0%	0%	6%	32%	85%	19%	39%	55%	43%	45%	0%	0%	11%	52%	35%	73%
Governance	50%	32%	0%	0%	0%	0%	11%	0%	0%	0%	23%	40%	33%	35%	32%	34%	32%	15%	16%	42%	52%	59%	80%
Integrated Networks	55%	55%	0%	0%	0%	10%	30%	47%	13%	50%	68%	85%	57%	70%	91%	81%	68%	30%	37%	74%	100%	76%	73%
Planning & Investment	95%	45%	0%	0%	0%	0%	17%	5%	13%	6%	68%	80%	71%	57%	59%	48%	73%	65%	26%	74%	65%	88%	100%
Risk & Assurance / Governance	88%	41%	0%	0%	0%	10%	11%	0%	4%	17%	36%	75%	48%	52%	45%	52%	64%	45%	26%	58%	52%	71%	60%
Safety	82%	50%	5%				28%	16%	9%	39%	55%	30%	38%	57%	55%	67%	68%	70%	42%	58%	74%	82%	87%
Service Delivery	64%	45%	9%	0%	0%	0%	11%	0%	13%	28%	41%	75%	38%	52%	23%	48%	50%	40%	37%	32%	65%	59%	67%
Stakeholder, Communities & Communication	64%	36%											24%	26%	32%	19%	18%	65%	26%	53%	83%	76%	100%

Calculation of No. of days in the office divided by the number of workdays in the month  
 May 2023 only part month data

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



Total costs for both Viaduct Harbour Avenue and Corinthian Drive, Albany. Costs are provided as aggregate as this may contain commercial sensitive information.

Month	VHA	Corinthian Drive
Jul-21	\$ 610,373.70	\$ 29,044.07
Aug-21	\$ 785,211.96	\$ 29,187.58
Sep-21	\$ 758,856.95	\$ 29,193.64
Oct-21	\$ 644,073.71	\$ 29,190.68
Nov-21	\$ 788,745.44	\$ 29,109.19
Dec-21	\$ 672,419.24	\$ 29,193.26
Jan-22	\$ 614,024.62	\$ 29,140.25
Feb-22	\$ 680,157.67	\$ 28,993.06
Mar-22	\$ 763,076.67	\$ 29,129.04
Apr-22	\$ 666,131.18	\$ 28,968.36
May-22	\$ 719,675.31	\$ 29,000.81
Jun-22	\$ 677,282.87	\$ 29,047.80
Jul-22	\$ 767,274.50	\$ 29,087.24
Aug-22	\$ 640,828.65	\$ 28,898.86
Sep-22	\$ 852,124.07	\$ 28,920.86
Oct-22	\$ 661,063.67	\$ 28,923.23
Nov-22	\$ 709,745.32	\$ 28,756.99
Dec-22	\$ 815,755.72	\$ 28,752.45
Jan-23	\$ 730,739.76	\$ 28,764.69
Feb-23	\$ 814,413.04	\$ 28,647.21
Mar-23	\$ 788,597.08	\$ 29,199.19
Apr-23	\$ 821,977.28	\$ 27,422.00
May-23	\$ 734,720.64	\$ 27,422.00 Forecast

Financials include Rent, OPEX, Utilities and cleaning.  
Cleaning costs for both locations are included in 20VHA financials

We trust this clarifies your request, but should you believe that we have not dealt with your request appropriately, you are able to make a complaint to the Office of the Ombudsman in accordance with section 27(3) of the LGOIMA Act and seek an investigation and review in regard to this matter.

Ngā mihi,

Caryn Dawson  
Head of People Experience Delivery