

9 April 2024

File Ref: OIA 48351

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Tēnā koe

### Official Information Act request

Thank you for your information request dated 16 March 2024. You asked for the following information:

- “1) How many of your staff work from home on a permanent basis.*
- 2) Approximately what proportion of your staff are in the office each day, on average.*

*If you do not have the above information, please provide any information you have created within the last 12 months (including but not limited to internal emails) discussing the extent to which Ministry staff attend the office versus working from home.”*

Your request has been considered in accordance with the Official Information Act 1982 (the Act).

### Background

Te Puni Kōkiri has a *Flexible Working Arrangements Policy* which provides guidance for flexible working at Te Puni Kōkiri. There is an established practice of enabling kaimahi to work flexibly, in accordance with the Public Service Commissions flexible-work-by-default approach. For your information, our *Flexible Working Arrangements Policy* has been previously released and is available on our Official Information Act responses webpage (refer to OIA response 47787 dated 5 October 2023) at:

[www.tpk.govt.nz/en/mo-te-puni-kokiri/corporate-documents/official-information-act](http://www.tpk.govt.nz/en/mo-te-puni-kokiri/corporate-documents/official-information-act)

Te Puni Kōkiri does not hold records centrally for working from home. Agreements for working from home, consistent with the guidance, are made between a staff member and their manager.

### Response to your request

- “1) How many of your staff work from home on a permanent basis.*

Te Puni Kōkiri are aware of two employees who work from home on a permanent basis.

- 2) Approximately what proportion of your staff are in the office each day, on average.*

As Te Puni Kōkiri does not hold records centrally for working from home arrangements, we are unable to provide an approximate proportion of staff in the office each day. Therefore, this part of your request is refused under section 18(g)(i) of the Act as the information requested is not held and we have no grounds for believing the information is held by another department.

*If you do not have the above information, please provide any information you have created within the last 12 months (including but not limited to internal emails) discussing the extent to which Ministry staff attend the office versus working from home."*

No information has been created within the last 12 months which specifically discusses the extent to which Te Puni Kōkiri staff attend the office versus working from home.

However, in an effort to assist we can confirm that information has been provided to the Māori Affairs Select Committee about working from home. This information is publicly available at the following links.

- 2023/24 Estimates for Vote Māori Development (Pages 40-41, Question 69 refers) [www.parliament.nz/en/pb/sc/submissions-and-advice/document/53SCMA\\_EVI\\_f52fc806-3ade-4095-da53-08db57de42b0\\_MA14716/minister-for-m%C4%81%C5%8Dri-development-responses-to-written-questions](http://www.parliament.nz/en/pb/sc/submissions-and-advice/document/53SCMA_EVI_f52fc806-3ade-4095-da53-08db57de42b0_MA14716/minister-for-m%C4%81%C5%8Dri-development-responses-to-written-questions)
- 2022/23 Annual review of Te Puni Kōkiri (Page 68, Question 122 refers) [www.parliament.nz/en/pb/sc/submissions-and-advice/document/54SCMAOC\\_EVI\\_6f37a59f-5a11-4faf-933d-08dc17a169c8\\_MAOC791/te-puni-k%C5%8Dkiri-responses-to-written-questions](http://www.parliament.nz/en/pb/sc/submissions-and-advice/document/54SCMAOC_EVI_6f37a59f-5a11-4faf-933d-08dc17a169c8_MAOC791/te-puni-k%C5%8Dkiri-responses-to-written-questions)

I trust my response satisfies your request.

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Please note that Te Puni Kōkiri publishes some of its OIA responses on its website, after the response is sent to the requester. The responses published are those that are considered to have a high level of public interest. We will not publish your name, address or contact details.

If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact us at [uia@tpk.govt.nz](mailto:uia@tpk.govt.nz).

Ngā mihi



Manaia King  
Hautū, Te Puni Tautoko Whakahaere | Deputy Secretary, Organisational Support