

## **File note for WPQ-665 regarding staff numbers: WPQs 14952-14964 (2022)**

### **High-level reasoning for increases in staff numbers at Waka Kotahi NZ Transport Agency:**

*The increase of staff reflects the increasing and complex work programme and emerging priorities for Waka Kotahi*

### **From Select Committee Estimates response:**

As at 28 February 2022, Waka Kotahi had 2306.1 permanent and fixed-term full-time equivalent (FTE) employees, with a permanent and fixed-term headcount of 2,387. This is an increase from 2,179.5 FTE and 2,257 head-count as at 30 June 2021.

Our headcount increase is attributable to:

- Expanding mandate - The mandate of Waka Kotahi is expanding to meet government expectations and outcomes.
- Improving our capability in enterprise support services - Significant investment and resourcing is required to upgrade ageing corporate and transport IT systems.
- Investment and resourcing in the regulatory function at Waka Kotahi to further embed the fundamentals of core regulatory delivery and improving how to proactively monitor, detect and enforce safety compliance.

As at 28 February 2022, Waka Kotahi had 1,455.09 FTE Staff (63%) providing “front-line” services and 851.0 FTE employees (37%) providing “back-office” support. Frontline and back-office delineation is determined by the main purpose of the function in which an employee is located. This is the same percentage of 63% “front-line” and 37% “back office” as at 30 June 2021.

In 2022/23 Waka Kotahi expects that its workforce will continue to increase to reflect the demands of the NZ Upgrade Programme, the wider project schedule, delivering the Regulatory Strategy and transitioning all safety camera types (including red light, mobile and static speed) and the associated operations from the NZ Police.

### **How does Waka Kotahi calculate these staff numbers?**

In order to respond to these requests, Waka Kotahi has utilised the Australian and New Zealand Standard Classification of Occupations (ANZSCO) codes to help classify our workforce into functions. This classification is attributed to a position when it is established and is included in the information available as part of the new HRIS system implemented on 28 April 2022.

It is important to note that while we can use these codes to identify all positions delivering a particular function, the position may not sit within the team or Group responsible for delivering it. (e.g. A project team may have a Communications professional within their team, but they may not sit in the E&P Group). Therefore, the totals provided as part of this response, may not match previous OIA/WPQs or select committee responses as they have historically been identified through the team or group function totals.

### **WPQ-14962 (2022) re manager numbers – How does Waka Kotahi count its increase in manager numbers? By title or by responsibility?**

The totals for ‘Manager’ roles have been calculated using those staff with people leader responsibilities. So, a staff member with a ‘Manager’ title with no direct reports is not counted in the figures provided. Conversely, a Principal Advisor with direct reports is counted as part of the total figures.

**WPQ-14960 (2022) re Policy Analysts**

Traditionally Waka Kotahi has not undertaken policy work, which is the role of the Ministry of Transport. However, a small number of staff work within Operational Policy and Planning. This is distinct from policy formation and analysis of the type undertaken by the Ministry.

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