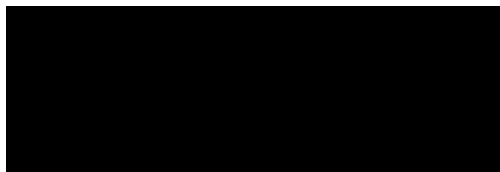


Our ref: OIA 22-60

Date: 28 November 2022



**Re: OIA Request: Staff Leave**

I refer to your request, under the Official Information Act, of 8 November 2022 for the following information:

- 1. How many days' of annual leave or paid time off (such as departmental holidays or supplementary leave), in excess of the statutory four weeks leave, do your staff receive?*
- 2. When was the amount of annual leave or paid time off (in excess of four weeks) allocated to each employee last increased?*
- 3. If any additional leave or paid time off entitlements have been given in the past two years, please provide a reason as to why.*
- 4. Please indicate whether they above additional entitlements are temporary or will continue next year and/or for the foreseeable future.*
- 5. If different employees receive different entitlements to additional leave, please indicate the number of staff receiving each entitlement.  
E.g., 5 Days - XX employees, 6 days - XX employees, 7 Days XX employees*
- 6. What is the total annual cost of providing leave entitlements beyond the four weeks required by law?*
- 7. If there has been additional entitlements in the past two years (e.g., an extra paid day off over the Christmas break), what is the estimated cost of providing this?*

ERO's responses are as follows:

1. Our permanent employees receive an extra week of annual leave in addition to the four weeks statutory requirement, which incorporates the public service departmental holidays between Christmas and New year.
2. The entitlement provided to employees has not changed since 2009.
3. No changes have been made to leave entitlements provided to ERO staff in the last two years.
4. The leave entitlements are contractual and so will continue for the foreseeable future.
5. Permanent employees have 5 weeks annual leave, temporary staff have four weeks.
6. The extra week of leave incorporates what was previously Departmental days that applied, so the additional leave cost for ERO is two days per year. The cost of a day's leave is approximately \$380 per employee ( based on ERO's average salary in June 2022).

7. There has been no additional entitlements in the past two years so no additional costs.

Ngā mihi

A handwritten signature in blue ink, appearing to read 'J. France', with a large, stylized initial 'J'.

Jeremy France  
Deputy Chief Executive Corporate Services  
Education Review Office | Te Tari Arotake Mātauranga  
National Office | Tari Matua