

23 March 2026

By email to: [REDACTED]

Kia ora [REDACTED]

OFFICIAL INFORMATION ACT REQUEST 2026/15

On 26 February 2026, you made a request under the Official Information Act 1982 (the OIA) for the following information:

Under the Official Information Act 1982, I request the following information in relation to all properties occupied, owned, or leased by your organisation, where cleaning, security, and/or catering services are provided.

For each such property, please provide:

- 1. The physical address of the property and the total leased or occupied floor area (in square metres).*
- 2. Where cleaning services, security services (including guarding or concierge services), or catering services are delivered by an external contractor:*
 - a. the name of the contract provider;*
 - b. the contract start and expiry dates; and*
 - c. the total NZD value of the contract and the period to which that value relates (e.g. annual or total contract value).*
 - d. the headcount of staff assigned to perform the work*.*
- 3. Where cleaning services, security services, or catering services are delivered by staff directly employed by the agency, the headcount of staff* and their employment arrangement (e.g. permanent, fixed-term, casual).*

** Where staff headcount cannot be provided at a property level, please provide the total headcount for those services across the organisation (where possible).*

1. Physical address and total leased/occupied floor area

Please refer to the attached spreadsheet, which provides an overview of the Electoral Commission's permanent and temporary accommodation portfolio, including the square metres for each site. In some cases specific address information has been withheld under section 6(c) of the OIA where they may prejudice the maintenance of the law and compromise security arrangements at elections.

Permanent accommodation

Electoral Commission's National Office is based in Wellington, with regional offices in Auckland, Christchurch, Hamilton, and Whangārei. The lease for the Whangārei regional office expired on 28 February 2026.

Temporary accommodation

For each general election, the Commission secures a range of temporary accommodation to support electoral operations. For General Election 2026 (GE26), this includes:

- One central processing site in the Greater Wellington region (processing overseas, remote, and dictation votes).
- 64 electorate headquarters across New Zealand. In some instances, multiple electorates are co-located within the same premises.
- Three enrolment processing centres located in Auckland, Christchurch, and Wellington.

2. External contractors providing cleaning, security, or catering services

As a Crown entity, the Electoral Commission is mandated to use All-of-Government (AoG) suppliers, with whom established contracts and pricing agreements are in place.

Name of contract providers, contract start and expiry dates, and total NZD value

Dimeo - cleaning services

Permanent accommodation

- Contract start date: 13 March 2025
- Contract expiry date: 31 May 2028
- Total contract value: \$423,000 (total contract value for the period)

Temporary accommodation

- Cleaning arrangements align with the lease expiry dates of the relevant temporary properties. For GE26, all temporary accommodation leases expire on 31 December 2026.
- The frequency and scope of services vary by site and depend on factors such as premises size, number of staff onsite, and operational scaling throughout the election cycle.
- Services are charged at an agreed hourly rate under the AoG framework. The attached document (DIMEO hourly rates GE26) provides details of the applicable hourly rates.

Allied Security - security services

- Contract start date: 8 July 2020 (with a right of renewal option invoked on 8 July 2023 for three years)
- Contract expiry date: 7 July 2026
- Security services are engaged specifically for electoral events.
- The budget for GE26 is yet to be finalised.

Approved/actual costs for recent events:

- General Election 2023: \$816,000
- Tāmaki Makaurau By-election (25 August - 17 September 2025, including election day on 6 September 2025): \$26,843.02

Headcount of staff assigned to perform the work

Dimeo

- One cleaner is assigned per site (both permanent and temporary accommodation).
- Two cleaners are assigned to National Office.

Allied Security

- Guard numbers vary depending on the size, layout, location, and risk profile of each site and phase of the electoral event. Staffing levels are determined operationally for each event. This is agreed between the Supplier and Voting Services.

3. Services delivered by staff directly employed by the agency

The Electoral Commission does not directly employ staff to deliver cleaning or security services. These services are outsourced as outlined above. The Commission does not hold a contract for catering services. Catering is procured on an ad hoc basis.

As the information requested is not held this aspect of your request is refused under section 18(g) of the Act.

In the interests of transparency, we release responses to Official Information Act requests every 3 months. We will publish this response with your personal details redacted.

You have the right under section 28(3) of the Act to make a complaint to the Ombudsman if you are not satisfied with the response to your request. Information about how to do this is available at www.ombudsman.parliament.nz or by phoning 0800 802 602.

Yours sincerely



Lucy Brader
Deputy Chief Executive
Enterprise Services