

21 September 2022

9(2)(a)

Tēnā koe 9(2)(a)

OFFICIAL INFORMATION ACT REQUEST

I refer to your official information request of 25 August 2022 for:

- *Your organisation's current salary bands;*
- *Which jobs fall into which of those salary bands;*
- *If your organisation has negotiated a collective agreement that provides for new salary bands that are not yet in effect, those salary bands; and*
- *If so, which jobs will fall into which of those not yet in effect salary bands;*
- *Any policy your organisation has re the position within a band at which a new appointee to a role will typically be placed.*

The information you have requested is enclosed as Appendix One. In addition to this information, and in order to provide you with further context in terms of the information you have requested, please note:

- the Ministry for Women operate a “salary band” system and a band for a role which is defined as a minimum and maximum rates of pay
- direct comparisons with other agencies across salary bands could be misleading for a range of reasons including effective dates and review dates, variation in hours of work or variation in size of similarly named roles.

Please note that this response, with your personal details redacted, may be published on the Ministry's website. If you have any concerns or comments related to this, please let us know by emailing ministerialservicing@women.govt.nz, within two weeks of the date of this letter.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Nāku noa, nā

A handwritten signature in black ink, appearing to read 'Kellie Coombes', with a stylized, cursive script.

Kellie Coombes

Secretary for Women

APPENDIX ONE:

Question One: Your organisation's current salary bands;

In Appendix 3 of Manatū Wāhine's Collective Agreement:

Band 2

	2021	From 1 July 2022	From 1 July 2023
Step 1	57,208	58,508	59,808
Step 2	60,286	61,586	62,886
Step 3	63,364	64,664	65,964
Step 4	64,903	66,203	67,503
Step 5	66,481	67,781	69,081
Step 6	67,904	69,204	70,504
Step 7	69,521	70,821	72,121

Band 3

	2021	From 1 July 2022	From 1 July 2023
Step 1	62,716	64,016	65,316
Step 2	63,914	65,214	66,514
Step 3	67,183	68,483	69,783
Step 4	69,484	70,784	72,084
Step 5	71,176	72,476	73,776
Step 6	72,911	74,211	75,511
Step 7	74,511	75,811	77,111
Step 8	76,253	77,553	78,853

Band 4

	2021	From 1 July 2022	From 1 July 2023
Step 1	71,437	72,737	74,037
Step 2	73,526	74,826	76,126
Step 3	75,678	76,978	78,278
Step 4	77,894	79,194	80,494
Step 5	79,416	80,716	82,016
Step 6	80,968	82,268	83,568
Step 7	82,552	83,852	85,152
Step 8	83,763	85,063	86,363
Step 9	84,992	86,292	87,592
Step 10	86,240	87,540	88,840
Step 11	87,507	88,807	90,107

Band 5

	2021	From 1 July 2022	From 1 July 2023
Step 1	92,642	93,942	95,242
Step 2	94,686	95,986	97,286
Step 3	96,776	98,076	99,376
Step 4	98,771	100,071	101,371
Step 5	100,759	102,059	103,359
Step 6	102,736	104,036	105,336
Step 7	104,250	105,550	106,850
Step 8	105,787	107,087	108,387
Step 9	107,087	108,387	109,687
Step 10	108,403	109,703	111,003
Step 11	109,629	110,929	112,229
Step 12	110,707	112,007	113,307
Step 13	111,796	113,096	114,396
Step 14	112,830	114,130	115,430

Band 6

	2021	From 1 July 2022	From 1 July 2023
Step 1	114,123	115,023	115,923
Step 2	116,370	117,270	118,170
Step 3	118,661	119,561	120,461
Step 4	120,707	121,607	122,507
Step 5	122,787	123,687	124,587
Step 6	124,723	125,623	126,523
Step 7	126,604	127,504	128,404
Step 8	128,351	129,251	130,151
Step 9	130,123	131,023	131,923
Step 10	131,791	132,691	133,591
Step 11	133,481	134,381	135,281
Step 12	135,062	135,962	136,862
Step 13	136,661	137,561	138,461
Step 14	138,144	139,044	139,944
Step 15	139,644	140,544	141,444
Step 16	141,160	142,060	142,960
Step 17	142,554	143,454	144,354
Step 18	143,962	144,862	145,762
Step 19	145,383	146,283	147,183

Question Two: Which jobs fall into which of those salary bands;

Salary Band	Position Titles
2	<ul style="list-style-type: none"> Team Administrator
3	<ul style="list-style-type: none"> Coordinator/HR Support Kairuruku, Coordinator
4	<ul style="list-style-type: none"> Communications Advisor HR Advisor Implementation Advisor Kaiārahi Hōtaka, Programme Co-ordinator Policy Analyst Executive Assistant Advisor Nominations
5	<ul style="list-style-type: none"> Senior Advisor Data and Evidence Senior Communications Advisor Senior Ministerial Advisor Senior Policy Analyst Senior Nominations Advisor Senior Corporate Services Advisor
6	<ul style="list-style-type: none"> Chief Finance Officer Kaiārahi Kaupapahere, Policy Lead Lead Principal Advisor Nominations Manager Ministerial Services Manager Principal Advisor Principal Advisor, Data and Evidence Principal Advisor, Human Resources Principal Advisor, Engagement Principal Policy Analyst
8*	<ul style="list-style-type: none"> Director, Policy x 2 Kaiwhakahaere Matua, Director Hautū Māori, Director Māori Capability & Engagement Director, Communications and Stakeholder Engagement Chief People Officer Director, Corporate Services

*Salary band 8 is not included in the Manatū Wāhine Collective Agreement. Salary band 8 is currently being reviewed as the Ministry is changing remuneration provider.

Question Three: If your organisation has negotiated a collective agreement that provides for new salary bands that are not yet in effect, those salary bands;

The Ministry has not negotiated a collective agreement that provides for new salary bands that are not yet in effect.

Question Four: If so, which jobs will fall into which of those not yet in effect salary bands;

Not applicable. Please refer to the response to question three.

Question Five: Any policy your organisation has re the position within a band at which a new appointee to a role will typically be placed.

Under section 15.7 of Manatū Wāhine's Collective Agreement:

15.7 Placement in Bands

- 15.7.1 Employees may upon appointment be placed at any step within the appropriate upper and lower total remuneration range in the band applicable to the position and advised of the rate applicable to the position at the time of their appointment.
- 15.7.2 Factors to be taken into consideration by the Ministry in deciding the total remuneration are:
- i) previous work experience (paid or unpaid) and other relevant experience;
 - ii) relevant educational or other qualifications;
 - iii) the skills and experience required for the job, e.g. knowledge of Tikanga Māori, and gender equity issues;
 - iv) the ease or difficulty of recruiting;
 - v) salary relativities with other staff in like roles;
 - vi) Te Kawa Mataaho guidance on gender or ethnic pay gaps.