

7 August 2024

File Ref: OIA 49213

Tēnā koe

**Official Information Act request**

Thank you for your information request dated 22 July 2024. Your request has been considered in accordance with the Official Information Act 1982 (the Act). Your questions and our responses are set out below.

- *A table/list of your organisation's pay bands with the Step Range (Band), Minimum and Maximum salaries (See attached for an example).*

Below are the pay grades for Te Puni Kōkiri as at 2 August 2024.

Pay Grades as of 02 August 2024			
Grade	Min	Mid	Max
12	\$49,854	\$60,818	\$72,357
13	\$54,428	\$66,535	\$78,832
14	\$60,462	\$74,240	\$88,541
15	\$68,406	\$84,468	\$101,162
16	\$77,753	\$96,161	\$116,192
17	\$93,317	\$115,617	\$138,356
18	\$110,165	\$136,676	\$163,904
19	\$133,248	\$166,560	\$199,872
20	\$153,574	\$191,967	\$230,360
21	\$180,014	\$225,018	\$270,022
22	\$214,378	\$267,973	\$321,568
23	\$248,766	\$310,957	\$373,148
24	\$287,067	\$358,834	\$430,601

- *A table/list of each staff member (by job title) who is permitted to spend salaried time for the purpose of union organisation, advocacy or other union activity,*

*whether on a full time or part-time basis. Please include the number of paid hours per month permitted for such activity, the job title and the salary band (or step range band, e.g., B, D, E, F etc) for each role.*

- *Please do not include information where the only involvement is regular staff who are union members being entitled to attend occasional union meetings.*

As at 2 August 2024 Te Puni Kōkiri has eight Public Service Association (PSA) Delegates. Their titles and pay grades are as follows:

- 1x Senior Administrator – Grade 14
- 1x Regional Business Analyst – Grade 16
- 3x Senior Advisor – Grade 17
- 1x Senior Analyst – Grade 17
- 2x Principal Advisor – Grade 18

Te Puni Kōkiri PSA members are eligible for a total of 31 days Employment Relations Education Leave (EREL) for the year beginning 1 March 2024.

In regard to *“Please include the number of paid hours per month permitted for such activity”*. Te Puni Kōkiri does not have a formal agreement for the number of paid hours per month permitted for such activity, therefore, we have refused your request for information under section 18(e) of the Act as the information requested does not exist.

- *Please indicate how much money was paid to any unions by your organisation in 2022, 2023, 2024 so far, and any planned payments for the remainder of 2024. (Do not include payroll deductions of Union membership dues).*
- *For each payment, please outline the recipient, value and purpose of the payment.*

Outside of Union membership dues, no money was paid to unions by Te Puni Kōkiri in 2022, 2023 or 2024 and there are no planned payments for the remainder of 2024.

- *Please indicate whether any Union or their staff, or any TPK staff member employed for the purpose of union organisation or administration is permitted to use any office space owned/leased by your organisation, if so how often are they permitted to use it (ie is it on an ad hoc basis, part time (how many hours per week/month), or full time.*
- *What is the area of the office space that Unions are permitted to use.*
- *What rent (if any) is charged for use of the office space?”*

Section 14.2. of the Te Puni Kōkiri Collective Employment Agreement 2022-2024 states:

*“In accordance with the Employment Relations Act 2000 officials of the PSA are entitled to have access to Te Puni Kōkiri workplaces. In recognition of the relationship between the parties, when entering premises union representatives must give reasonable notification to the Employer prior to such meeting or visit. Union representatives must comply with health and safety requirements.”*

The area of the office space that Unions are permitted to use is by agreement with Te Puni Kōkiri. No rent is charged for use of the office space.

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

A handwritten signature in blue ink, appearing to read 'Manaia King', with a stylized flourish at the end.

Manaia King  
Hautū, Te Puni Rangatōpū | Deputy Secretary, Corporate