

Reference Number: 2024/1144

17 October 2024

[REDACTED]  
[REDACTED]

Tēnā koe [REDACTED]

Thank you for email of 30 September 2024 requesting under the Local Government Official Information and Meetings Act 1987 (LGOIMA), information relating to discrepancies in information on salary bands contained within the Council's Annual Report 2022-2023 (link below), and LGOIMA 2023/962. Please see outlined below a response to each part of your request.

***In your 22/23 Annual Report (p.226) you claim that the Executive Leadership Team, of which there is only one person in this band, receives between \$260,000-359,999 with a disclaimer that the disclosure in 2022 of \$260,000-\$339,000 was incorrect and had to be updated to reflect the actual band for both 2022 and 2023.***

***Yet in a published LGOIMA response (reference 2023/962) the band stated was again different at \$190,995-\$322,624.***

***Could you please provide explanations as to why the stated salary bands are vastly different and confusing?***

The LGOIMA response (***reference 2023/962***) dated 25 May 2023 uses the 2021 market data from Strategic Pay. The 2020/23 Annual Report page 226 references pay ranges used for annual reporting only and is not a reference to the specific Strategic Pay Bands/Grades that are used for assessing individual roles.

***Why are there three versions of the Executive Leadership Team's salary band reported in 2022, 2023, and in the LGOIMA response 2023/962? Why was there a disclaimer in 2022? How did the numbers end up vastly different?***

Market data is received from Strategic Pay approximately June each year and pay ranges used are then updated accordingly for the following financial year and used to help support and determine pay increases for each role.

The range in the annual report was extended to include enough range to cover the salary for the role of the Chief Executive.

**Can you supply the actual salary ranges, including band numbers and band payment amounts, out of the different information provided in these conflicting reports.**

See below for specific grade information provided by Strategic Pay and used for assessing pay levels for each role for 2021,2022 and 2023. These ranges are different to those used for annual reporting purposes.

Band	Grade	2021 Ranges	2022 Ranges	2023 Ranges	2024 Ranges
C	7	39,773 - 46,791	39,335 - 46,276	43,930 - 51,683	45,902 - 54,002
	8		42,424 - 49,910	46,623 - 54,851	49,022 - 57,674
D	9	46,164 - 54,310	45,653 - 53,709	49,439 - 58,163	52,285 - 61,512
	10		49,162 - 57,838	52,499 - 61,763	55,831 - 65,684
E	11	53,098 - 62,468	52,812 - 62,132	55,681 - 65,507	59,519 - 70,023
	12		57,087 - 67,161	59,848 - 70,409	63,952 - 75,238
F	13	62,679 - 73,739	61,393 - 72,227	64,059 - 75,364	68,422 - 80,496
	14		66,560 - 78,306	69,114 - 81,311	73,786 - 86,807
G	15	73,847 - 86,878	71,585 - 84,218	74,097 - 87,173	78,909 - 92,834
	16		77,817 - 91,549	80,492 - 94,696	84,970 - 99,965
H	17	86,626 - 101,913	84,451 - 99,354	87,298 - 102,704	91,423 - 107,556
	18		90,947 - 106,996	93,986 - 110,572	97,758 - 115,010
I	19	102,010 - 120,011	98,272 - 115,614	101,744 - 119,699	105,078 - 123,621
	20		106,264 - 125,017	110,208 - 129,656	113,063 - 133,016
J	21	121,077 - 142,443	115,488 - 135,868	119,928 - 141,092	122,405 - 144,006
	22		126,012 - 148,249	130,911 - 154,013	133,363 - 156,898
K	23	144,880 - 170,447	137,539 - 161,810	142,939 - 168,164	145,365 - 171,018
	24		149,817 - 176,255	155,753 - 183,239	158,150 - 186,059

**Since 2022, have the Executive Leadership team and bands I and H had salary increases in 2023 and in 2024? Did their positions within band ranges move relative to the new band upper limit? If so, can you please provide a separate breakdown of the Executive Leadership team and bands I and H, along with the increases received within these margins.**

For the FY23 year individuals did not all move relative to the increases across the Strategic Pay Grades. A 3.5% increase was budgeted and many of the grades moved more than this from 2023 to 2024. Average increase for band H being 17 and 18 and band I being grades 19 and 20 was 3.2% across 45 people.

**How much have the salaries increased for the above mentioned teams and bands and how many people received this increase, and the total these increases amount to?**

As above 3.5% was budgeted for salary increases overall and this is what was allocated. This was an increase of \$731k. This increase was shared across 238 full time equivalents. This number includes aquatics who have a separate competency framework, union members and budget available for vacant positions.

**How was this increase determined and what was the reasoning behind this increase?**

Each year we implement an approach to pay increases that aligns with the Strategic Pay Market data increases and our Pay and Performance Policy.

**Are there any teams or groups working within the Council, Libraries and Aquatic centres that have not received a pay increase this year? Out of these teams, how many of them have not received a pay increase in either 2022, 2023 or 2024? How many have not received a pay increase in all three? Can you please break down these years, so it is clear what teams did not receive a pay increase in which years. What band and what teams were they? Why did they not receive an increase?**

Aquatics teams have a competency framework that determines their pay increases. Pay for this team is determined throughout the year based on criteria met to move to the next pay rate. All other teams come under the pay and performance policy and are eligible based on performance, start date or prior increase during the financial year.

**In LGOIMA response 2023/962, you wrote “the one-off performance payments were an affordable option to recognise high performance without further increasing base salary.” Outside of band E, F, G, H, I and senior leadership team, are there any bands that have not received “high performance” financial recognition? If so, what bands are they and why?**

The pay approach adopted provides a one-off payment for any high performers across the Organisation or where an employee may be high in the grade where an increase on their base salary may not be appropriate, or takes them outside of the pay range.

**Has any band never received similar high-performance recognition in terms of financial remuneration regardless of the amount, outside their contractual remuneration package or salary? If not, why?**

As above, all bands are considered when deciding whether a high performing individual qualifies for a higher increase than the average. Below is the approach that was applied across the Council. No one off lump sum payments were provided.

**FY24 – Approach to Pay Reviews**

The below table outlines the maximum increase possible based on:

- 1. Performance rating
- 2. Market movement
- 3. Position in range (PIR)

Not eligible – Pay increase, change of role, or new to the organisation on or after 1 July 2024

The Chief Executive and Group Managers have the discretion to provide further increases for people with low PIR

Performance Rating	Increase
8	Market Movement plus Performance Increase up to 2.5% or PIR to at least 105%. Over 115% PIR no increase and lump sum payment of \$2000
7	Market Movement plus Performance Increase up to 2% or PIR to at least 100%. Over 110% PIR no increase and lump sum payment of \$1500
6	Market Movement plus Performance Increase up to 1.5%, or PIR to at least 95%. Over 105% PIR no increase and lump sum \$1000
5	Market Movement plus performance Increase up to 1% or PIR to at least 90%. Over 100% PIR no increase
4	Market Movement to at least 85% PIR. Over 90% PIR no increase
3	No increase
2	No increase
1	No increase

***In a recent LGOIMA request (ref. LGOIMA 2024/113) you were asked: "In this constrained financial environment, what measures have the senior leadership team taken to cut costs and find savings within their own budget areas, as other parts of the council have been instructed to do?"***

***You responded with examples of savings and revenues taken from other streams in the council, but nothing directly from the senior leadership teams despite having set those expectations within the council.***

***Can you confirm that the senior leadership team have made no personal financial adjustments, benefit adjustments or wage adjustments despite requesting and implementing these across the board within the council, community and staff? This does not include pay awards and bonuses.***

The Chief Executive did not receive a remuneration increase for the 2024/25 financial year. The Leadership team however, received remuneration increases in line with the standard remuneration approach applied to all staff.

***Can you please confirm if those within band I have made no personal financial adjustments or wage adjustments despite requesting and implementing these across the board within the council, community and staff? This does not include pay awards and bonuses.***

We think we have answered this question in the responses above. However, if you feel we haven't please reach out to Jacinta for further clarification.

Part of the information you have requested is enclosed. However, we have decided to refuse your request for information which relates to specific increases under s7(2)(a) of the LGOIMA to protect individual privacy.

You are entitled to seek an investigation and review by the Office of the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Horowhenua District Council publishes responses to Local Government Official Information and Meetings Act 1987 (LGOIMA) requests that we consider to be of wider public interest, or which relate to a subject that has been widely requested. To protect your privacy, we will not generally publish personal information about you, or information that identifies you. We will publish the LGOIMA response along with a summary of the request on our website. Requests and responses may be paraphrased.

If you would like to discuss this decision or any of the information provided as part of this request, please contact Jacinta Straker (Group Manager Organisation Performance) on [jacintas@horowhenua.govt.nz](mailto:jacintas@horowhenua.govt.nz), or [LGOIMAOfficer@horowhenua.govt.nz](mailto:LGOIMAOfficer@horowhenua.govt.nz).

Ngā mihi



Brent Harvey  
**Acting Chief Executive**