

19 February 2020

James

Via email: fyi-request-12050-7a5d9c87@requests.fyi.org.nz

Dear James

Response to official information request for use of a system of standard salary bands for full-time salaried staff.

I refer to your request for official information received 21 January 2020 relating to use of a system of standard salary bands for full-time salaried staff. We have processed your request under the Local Government Official Information and Meetings Act (LGOIMA) 1987.

The information you requested is enclosed. The questions you specified have been included as numbered headings in bold below, with our response following each heading.

1. **What are those bands for the current year, including minimum, 100%, and maximum pay values, and the average amount actually paid?**
 - Please refer to attachment one.
2. **What are the job titles in use for full-time salaried staff?**
 - Please refer to attachment wo. Please note that this covers all permanent staff positions.
3. **Which band or bands does each of those job titles fall into, and for each job title+band how many people fall into that combination?**
 - This information has been withheld on privacy grounds under s7(2)(a) of the Local Government Official Information and Meetings Act 1987, to protect the privacy of natural persons.

You have the right to seek an investigation and review by the Ombudsman of our decision to refuse the part of your request relating to which band each job title falls into. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602. The address for the Office of the Ombudsman is PO Box 10152, Wellington 6143.

If you wish to discuss this decision with us, please feel free to contact Fiona Kirkwood, Fiona.kirkwood@porirua.govt.nz.

Ngā mihi



Wendy Walker
Chief Executive
Kaiwhakahaere Matua

APPENDIX ONE

PORIRUA CITY COUNCIL STANDARD SALARY BANDS AT 3 FEBRUARY 2020

Grade/salary band	Min \$	PCC Midpoint (100%)	Max \$	Average FTE Salary permanent staff
6	40,090	42,200	46,420	42,039
7	40,500	45,000	49,500	44,158
8	43,380	48,200	53,020	47,098
9	46,890	52,100	57,310	51,510
10	52,020	57,800	63,580	56,207
11	54,990	61,100	67,210	61,803
12	59,490	66,100	72,710	66,879
13	64,260	71,400	78,540	73,648
14	70,920	78,800	86,680	77,793
15	76,590	85,100	93,610	88,886
16	83,610	92,900	102,190	93,867
17	92,700	103,000	113,300	103,433
18	99,630	110,700	121,770	114,632
19	110,340	122,600	134,860	122,979
20	120,060	133,400	146,740	138,422
21	128,070	142,300	156,530	146,830**
22	140,490	156,100	171,710	**

** This figure is the average for all those in grades 21 and 22 as there is only one person in grade 22.

Permanent Positions 3 February 2020

Principal Advisor, Chief Executive's Office
Executive Assistants
Personal Assistants
Manager City Partnerships
Manager Commercial & Economic Development
Manager Communications & Marketing
Manager Democratic Services
Senior Advisor Partnerships
Senior Advisor Partnerships – Maori
Senior Advisor Partnerships – Pacific
Senior Advisor Partnerships – Porirua Harbour & Catchment
Senior Commercial Advisor
Village Projects Co-ordinator
Principal Advisor Brand & Marketing
Principal Communications Advisor (Design & Digital)
Principal Communications Advisor (Media & Messaging)
Senior Committee Advisor
Manager Transport
Manager Water & Waste
Manager Property
Development Engineer
Maintenance & Operations Engineer
Manager Operations Support
Planning and Programme Engineer – Transport
Customer Liaison Manager Transport
Development Project Engineer
Facilities Maintenance Officer (Projects)
Maintenance Project Engineer
Manager Facilities Maintenance & Energy
Solid Waste Officer
Traffic & Safety Engineer
Commercial Advisor
Zero Waste Co-ordinator
Committee Advisor
Graphic Designer
Graffiti Management Co-ordinator
Marketing Coordinator
Social Media Co-ordinator
DLC Office r/Committee Advisor
Asset Management Technician
Corridor Access Manager
Corridor Access Officer
Supervisor Streetworks
Facilities Maintenance Officer
Road Safety Co-ordinator
Facilities Contract Officer
Operations Engineering Assistant – Transport

Senior Administration Officer (Operations)
Supervisor Mechanical
Mechanic
Property Facilities Co-ordinator
Administration Officer (Operations Support)
Senior Serviceperson Streetworks
Water & Waste Administrator
Serviceperson (Maintenance)
Serviceperson (Playgrounds & General Maintenance)
Office Assistant (Transport)
Serviceperson (Litter & Maintenance)
Serviceperson (Litter)
Serviceperson (Mechanical)
Catering Assistant
Chief Technology Officer
Manager Commercial
Manager Financial Services
Manager Planning & Review
Manager Programme & Project Management
Manager Business Applications
Manager Business & Technology Operations
Manager Finance Systems
Development Agreement Advisor
Financial Systems Accountant
Manager Risk & Assurance
Management Accountant
Senior Project Coordinator
Business & Technology Technical Analyst
Financial Accountant
Manager Corporate Support
Manager GIS
Business & Technology Learning Specialist
Business & Technology Support Analyst
Business Systems Analyst
Procurement Advisor
Senior GIS Analyst
Team Leader Transactions
Web Developer
Accountant
Team Leader Records & Information
Finance Officer (Accounts Payable)
Finance Officer (Rates)
Finance Officer (Revenue)
Finance Officer (Credit Control)
Information Support Officer
LIM Officer
Records & Scanning Officer
Reprographics & Administration Officer Scanning Officer
Administration Assistant (Corporate)
Services Assistant

Catering Assistant
Manager Parks
Manager Recreation Porirua
Director of Pataka
Manger of City Libraries
Manager Business Services Recreation
Manager Contracts & Operations
Manager Customer Experience
Operations Manager (Recreation)
Senior Asset Planner
Senior Resource Planner Parks
Landscape Architect
Manager Client Services (Library)
Project Manager Parks
Curator Maori Pacific
Manager Customer & Business (Rec)
Resource Planner Parks
Team Leader Curatoria Contemporary Art
Manager Cemeteries
Manager Horticulture
Manager Nursery
Manager Public Outreach & Education
Manager Technical Services (Library)
Manager Turf
Project Coordinator Parks
Registrar
Senior Events Coordinator
Team Leader Customer Services
Education Officer
Librarian, Children's
Manager Visitor Experience
Administrator Automated Systems
Librarian Reference
Librarian, Reference Interloans
Library Supervisor – weekday
Library Supervisor
Team Leader Customer Services (Recreation)
Team Leader Fitness
Team Leader Gardens & Reserves
Team Leader Mowing
Team Leader Sportsfields
Team Leader Tracks & Coastal
Finance & Reporting Co-ordinator (Pataka)
Senior Cemetery Technician
Senior Nursery Technician
Senior Turf Specialist
Team Leader Group Fitness & Administrator
Aquatic Programmer
Customer Services Officer (Contact Centre)
Customer Services Officer (Core Services)

Fitness Customer Services & Membership
Consultant
Pool Supervisor
Senior Gardener
Senior Machine Operator Sports Fields
Senior Set Up Crew
Acquisitions Officer, Library
Administration Officer
Administration Officer (Parks)
Customer Services Officer (Cannons Creek)
Customer Services Officer (Pataka)
Customer Services Officer (Recreation)
Gardener Qualified
Library Assistant (Cataloguing)
Operations Co-ordinator (Recreation)
Branch Library Assistant
Cemetery Technician
Fitness Attendant
Library Assistant
Mobile Groundsperson
Nursery Technician
Programme Facilitator (pre school)
Senior Machine Operator
Swim Instructor
Cleaner (Recreation)
Gallery Assistant
Gardener
Library Shelver
Lifeguard
Machine Operator
Machine Operator Sportsfields
Set up crew
Track & Coastal Ranger
Manager HR Services
Manager Health, Safety & Emergency Management
Principal Advisor Organisational Development
Senior HR Advisor
Payroll Supervisor
Senior Health & Safety Advisor
Advisor OD
Payroll Administrator
HR Administrator
Office Administrator (PAC)
Manager Environment & City Planning
Manager Building Assurance
Manager Resources Consents & Monitoring
Manager Strategy & Policy
Regulatory Commercial Analyst
Manager Monitoring & Compliance
Principal Policy Planner

Senior Corporate & Strategic Planner
Team Leader Building Assurance
Senior Policy Advisor
Senior Policy Planner
Senior Resource Consents Planner
Senior Strategy Advisor
Team Leader Monitoring & Compliance
Team Leader Monitoring & Enforcement
Senior Environmental Health Officer
Senior Building Assurance Officer
Senior Monitoring Enforcement Officer
Team Leader Business Support (Building Assurance)
Senior Environmental Health Officer
Senior Building Assurance Officer
Senior Monitoring Enforcement Officer
Team Leader Business Support (Building Assurance)
Environmental Health Officer
Intermediate Policy Planner
Intermediate Resource Consents Planner
Performance & Planning Advisor
Building Assurance Officer
Licensing Inspector
Monitoring & Enforcement Officer
Policy Advisor
Senior Monitoring & Compliance Officer
Graduate Resource Consents Planner
Environmental Inspector (Parking & Bylaws)
Monitoring & Compliance Officer
Senior Customer Services Officer (Animal Control)
Business Support Officer (Building Assurance)
Business Support Officer (Resource Consents & Monitoring)

