

Our Ref DOIA 25 022

5 August 2024

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Tēnā koe ██████████

### Response to your official information request

Thank you for your official information request received on 22 July 2024 for

1. A table/list of your organisation's pay bands with the Step Range (Band), Minimum and Maximum salaries
2. 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.
  - a. Please do not include information where the only involvement is regular staff who are union members being entitled to attend occasional union meetings.
3. 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).
  - a. For each payment, please outline the recipient, value and purpose of the payment.
4. Please indicate whether any Union or their staff, or any LINZ 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).
  - a. What is the area of the office space that Unions are permitted to use.
  - b. What rent (if any) is charged for use of the office space?

Please see **Appendix A** for a table of Toitū Te Whenua Land Information's pay bands outlining the step range and minimum and maximum salaries.

In respect of staff permitted to spend salaried time for the purpose of union organisation, advocacy or other union activity, information has been provided in **Appendix A**. Toitū Te Whenua Land Information New Zealand has 14 delegates and 1 National Delegates Convenor representing Public Service Association members. Those staff are permitted to spend salaried time for the purpose of other union activity. This includes:

- Supporting union members with policy, collective agreement and employment conditions interpretation.
- Raising with management and HR any issues or concerns relayed by union members.
- Reviewing and providing feedback on policies, processes, and participation in organisational working groups.
- Supporting union members in employment relations matters.

No money was paid by Toitū Te Whenua to any unions in 2022, 2023, 2024 nor any planned for the remainder of 2024.

Our Union Convenor, who is a Toitū Te Whenua staff member, is able to use office space to undertake their role. This is confined to the desk they are allocated for their every-day work, and as their union activity is infrequent, there is no tangible impact, and therefore no rent is charged. Aside from this, no Union or their staff, are permitted to use any office space owned or leased by Toitū Te Whenua for the purpose of union organisation or administration.

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](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Please note, this response letter outlining our decision on your request, **with your personal details withheld**, and any attached documentation will be published on the Toitū Te Whenua Land Information New Zealand website. This is likely to be published by 30 September 2024

Nāku noa nā

**Claire Richardson**

Kaihautū Organisational Effectiveness