



18 September 2024

Gold

fyi-request-28132-1e95ad11@requests.fyi.org.nz

Official information request

Our ref: MFR-25OIA010

Tēnā koe Gold

I refer to your request made under the Official Information Act 1982 (OIA) received on 21 August 2024. You requested:

Please provide details of:

- Internal policies, principles, rules, and guidelines for employment of staff*
- the total number of staff in the Minister [sic] for Regulation.*
- the political party affiliation of current staff as aggregated totals*
- details of the decision making process for establishing the pay for new employees at the Minister {sic} for Regulation.*

Employment policies, rules and guidelines

As the Ministry for Regulation (the Ministry) has recently been established, a number of internal policies, rules and guidelines for the employment of staff are being developed. The Public Service Commission's [Government Workforce Policy Statement](#) and [Workforce Assurance Model Standards](#) guide the development of all policies.

The Ministry's internal recruitment policy and complaints about appointments procedure have been finalised and are enclosed. Recruitment undertaken to date has met all obligations under legislation including the *Employment Relations Act 2000*, *Equal Pay Act 1972*, and the *Public Service Act 2020*.

Please also refer to the remuneration decision making process described on the next page.

Total number of staff

The number of staff working at the Ministry changes regularly as recruitment into the permanent structure continues. On 21 August 2024, the date of your request, there were 65 people working for the Ministry. This total includes people seconded from other agencies, staff on permanent and fixed term employment agreements, and a small number of people engaged as contractors.

Staff political party affiliation

The Ministry is part of the [apolitical and neutral](#) public service.¹ Unless a conflict of interest relating to political affiliation is declared by a staff member, the Ministry does not collect political affiliation information. The Ministry does not hold any information about the political party affiliation of current staff. I must therefore refuse this part of your request under section 18(e) of the OIA, as the information does not exist.

Remuneration decision-making processes

The Ministry's People team develops a job description for new permanent jobs. The job description is either sized by an external party, or compared to similar internal and external roles to decide its appropriate remuneration range and band. Remuneration ranges and bands are based on the Korn Ferry Hay methodology, which is commonly used across the Public Service.

Managers can make employment offers and set salaries within the band, with advice from the People team. The Chief Executive is required to approve any employment offer where the appointment salary is outside of the remuneration band.

Right of review

If you wish to discuss this response with us, please contact hello@regulation.govt.nz.

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.

Please note that we may publish this letter (with your details removed) on the Ministry for Regulation website.

Ngā mihi



Aisling Risdon
Head of Ministerial Services
Ministry for Regulation

¹ <https://www.publicservice.govt.nz/role-and-purpose/integrity-and-conduct/principles-guidance/politically-neutral>