



13 August 2024

[Redacted]

Dear [Redacted]

Thank you for your request made under the Official Information Act 1982 (OIA), received on 22 July 2024. You requested the following:

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.*
  - o *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).*
  - o *For each payment, please outline the recipient, value and purpose of the payment.*
4. *Please indicate whether any Union or their staff, or any MBIE 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.*
  - o *What is the area of the office space that Unions are permitted to use.*
  - o *What rent (if any) is charged for use of the office space?*

At Inland Revenue, different unions use the term 'delegate' or 'representative'. For the purposes of this response, delegate is the term used for both.

**Item 1**

The table on the following page details Inland Revenue's Banded Pay Structure pay bands and their ranges. These cover all roles at Inland Revenue under collective agreement coverage and are the pay bands applicable to all union delegates.

**Table 1: Banded Pay Structure**

Band	Minimum	Maximum
<b>BPSC</b>	\$58,686	\$66,589
<b>BPSD</b>	\$59,560	\$73,837
<b>BPSE</b>	\$62,587	\$82,976
<b>BPSF</b>	\$69,804	\$92,985
<b>BPSG</b>	\$79,477	\$106,074
<b>BPSH</b>	\$93,257	\$124,717
<b>BPSI</b>	\$111,538	\$149,450
<b>BPSJ</b>	\$119,380	\$160,058
<b>BPSK</b>	\$128,190	\$171,980
<b>BPSL</b>	\$151,392	\$202,846

**Item 2**

Based on the current lists provided by each of Inland Revenue's three unions, there are 164 employees in union delegate roles at the date of this request. These lists fluctuate slightly with movement in and out of roles and the organisation.

Union delegate roles vary, with a smaller number of employees involved in the more active national delegate type roles and the majority of delegates in regular local delegate roles, as shown in the table below:

**Table 2: Union delegate roles**

Type of role		Total
<b>National/senior delegate</b>	These delegates typically have accountability for a national or other specific portfolio priority and sit on the national executive group.	24*
<b>Local/site delegate</b>	These delegates represent union members at the local site, attend union meetings, training etc.	140

\*plus 2 additional vacancies currently reflected in national delegate level lists.

Of these delegates, one person in a key national delegate leadership role is engaged full-time in union business (paid in band BPSG). For all other delegates, the union activity is on a part-time basis, with no specific formally allocated time.

The amount of time permitted can vary considerably based on roles and individual workload. The relationship agreements with Inland Revenue's unions provide some guidance, for example recognising that a national delegate role can be more time consuming and that at times of high demand this may mean more time is spent on the union role than their substantive role at Inland

Revenue. Those in national/senior delegate roles can be expected to be engaged more often in union-related activities and meetings. The workload will fluctuate, most notably around periods of high demand such as collective bargaining and significant structural change. It is recognised the local/site delegate role requires much less of a time commitment. As a guide, generally it could be expected that it would not exceed an hour a day. It is an expectation of leaders and delegates that they will have regular conversations about their Inland Revenue and union workloads and agree the appropriate level of release to undertake union work.

The table below outlines the numbers of delegates by their pay band. Attached as **Appendix A**, is the list of Inland Revenue staff by the type of delegate role, pay band and their role title.

**Table 3: Number of delegates by pay band**

Band	Number of union delegates
BPSC	2
BPSD	53
BPSF	52
BPSG	18
BPSH	31
BPSI	5
BPSJ	1
BPSK	2
<b>Total</b>	<b>164</b>

**Item 3**

As an outcome of collective bargaining, Inland Revenue paid money to Taxpro (one of the unions at Inland Revenue) in the period, as an agreed contribution to the Taxpro development fund. This fund was set up between Taxpro and Inland Revenue to support development opportunities for eligible Taxpro members. For administrative purposes, the money was paid to Taxpro exclusively for the purpose of administering the fund. Taxpro are not the final recipients of the money, as it is used to directly pay for member’s approved development opportunities.

Inland Revenue no longer contributes to this development fund, so no money was paid, or is planned, for 2024. Inland Revenue last contributed to the fund in May 2023. \$40,000 (net) was paid in 2022 (two payments of \$20,000), and one payment of \$23,000 (net) was paid in 2023.

**Item 4**

Inland Revenue does not provide any dedicated office space to any unions or their staff. As detailed in the response to Item 2, there is one Inland Revenue employee working on full-time union business. Inland Revenue office space is available to them as with all other employees.

**Publishing of OIA response**

We intend to publish our response to your request on Inland Revenue's website ([ird.govt.nz](http://ird.govt.nz)) as this information may be of interest to other members of the public. This letter, with your personal details removed, may be published in its entirety. Publishing responses increases the availability of information to the public and is consistent with the OIA's purpose of enabling more effective participation in the making and administration of laws and policies and promoting the accountability of officials.

Thank you again for your request.

Yours sincerely



Richard Long

**Domain Lead, People Operations & Policy**

**Appendix A: Inland Revenue union delegates by pay band and role**

<b>National/senior delegates:</b>		<b>Number of staff</b>
<b>BPSD</b>		
	Customer Service Officer (L1)	9
<b>BPSF</b>		
	Community Compliance Officer	2
	Customer Service Officer (L2)	3
<b>BPSG</b>		
	Customer Compliance Specialist (L1)	2
	Domain Specialist (L1)	1
<b>BPSH</b>		
	Analyst (L2)	1
	Capability & Outcomes Specialist (L2)	1
	Customer Compliance Specialist (L2)	1
	Technical Specialist (L1)	1
<b>BPSI</b>		
	Solicitor (L2)	1
	Team Lead (L2)	1
	Technical Specialist (L2)	1
<b>Total</b>		<b>24</b>
<b>Local/site delegates:</b>		<b>Number of staff</b>
<b>BPSC</b>		
	Customer Support Administrator	2
<b>BPSD</b>		
	Customer Service Officer (L1)	44
<b>BPSF</b>		
	Community Compliance Officer	34
	Customer Service Officer (L2)	12
<b>BPSG</b>		
	Business Lifecycle Manager	2
	Customer Compliance Specialist (L1)	9
	Domain Specialist (L1)	4
	Information Specialist (L1)	1

	<b>Local/site delegates (cont.):</b>	<b>Number of staff</b>
<b>BPSH</b>		
	Analyst (L2)	3
	Customer Compliance Specialist (L2)	16
	Domain Specialist (L2)	3
	Kaitohutohu (L2)	1
	Team Lead (L1)	3
	Technical Specialist (L1)	1
<b>BPSI</b>		
	Information Specialist (L2)	1
	Solicitor (L2)	1
<b>BPSJ</b>		
	Change Analyst (L2)	1
<b>BPSK</b>		
	Solicitor (L3)	1
	Technical Specialist (L3)	1
<b>Total</b>		<b>140</b>
<b>Grand Total</b>		<b>164</b>