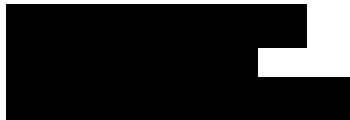


OIR: 2223/538

8 May 2023



Kia ora [REDACTED],

Request for Information under the Local Government and Official Information and Meetings Act 1987 (the Act) (the LGOIMA)

Thank you for your email of 1 May 2023 requesting the following information:

- 1. Please provide a breakdown of all the bonuses/pay awards your organisation has given out to its employees in the 2022/2023 financial year.**
 - **Please ensure this breakdown includes job title, position description, salary band and an indication of the value of the salary band.**
 - **By breakdown I mean the number of bonuses/pay awards given out and the value of each bonus.**
- 2. For the Executive/Senior Leadership team, I would like the same information in a separate summary.**

On 3 May Council contacted you to request clarification around the meaning of **'bonuses/pay awards'**. On 4 May you clarified that **"Pay award was essentially another way of asking about a 'bonus' or any performance related reward given to staff"**.

The Council does not pay bonuses. The annual remuneration review is conducted at the beginning of each financial year and pay bands are published in our Annual Reports on our website here: [Annual reports - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](https://www.kapiticoast.govt.nz/annual-reports)

Managers have discretion to allocate one-off additional paid annual leave days to staff where recognition is deserved for completion of over and above delivery. This is not recorded as a monetary value.

On this basis I must decline this part of your request as the documents alleged to contain the information requested do not exist, despite reasonable efforts to locate them, they cannot be found, section 17(e) of the LGOIMA refers.

You have the right to request the Ombudsman to review this decision. Complaints can be sent by email to info@ombudsman.parliament.nz, by fax to (04) 471 2254, or by post to The Ombudsman, PO Box 10152, Wellington 6143.

Ngā mihi



Dianne Andrew

Organisational Development Manager
Te Kaihautū mo te Hunga Mahi