

Kaupapa-here | Remuneration Policy

Mō wai me te whānuitanga | Audience and scope

This Policy applies to Te Pūkenga Council members, Te Pūkenga advisory committee members and all employees of Te Pūkenga, including contracted staff, consultants and secondees providing services for Te Pūkenga, and those on fixed term contracts (collectively referred to as **Employees** in this policy document).

Mokamoka whakaaetanga | Approval details

Version number	2	Issue date	1 June 2022
Approval authority	Te Pūkenga Council	Date of approval	30 May 2022
Policy sponsor (has authority to make minor amendments)	Director People, Culture and Wellbeing	Policy owner	Chief Executive
Contact person	Keri-Anne Tane	Date of next review	1 December 2022

Ngā whakatikatika | Amendment history

Version	Effective date	Created/reviewed by	Reason for review/comment
1	1 April 2020		New policy
2	1 June 2022	Legal and Risk	High-level review and rollover pending confirmation of operating model and structure

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1. Pūtake | Purpose

The purpose of this policy is to establish remuneration principles for Te Pūkenga that support the recruitment and retention of talented, skilled, and motivated people.

2. Te Pae Tawhiti | Te Tiriti o Waitangi Excellence Framework

The Council of Te Pūkenga acknowledges that this Policy has been adopted while there is ongoing work being carried out to consider how Te Pae Tawhiti - Te Tiriti o Waitangi Excellence Framework should be fully embedded in the Policy. The Council notes that Te Pūkenga is still on its transition journey and, as it matures, this Policy and others will be reviewed to ensure they align with the new Operating Model and reflect Te Pae Tawhiti best practice.

3. Ngā Mātāpono | Principles

3.1. Te Pūkenga remuneration policy and system will be maintained in a way that reflects the following principles and values:

- a) Fairness and equity.
- b) Consistency of approach and application.
- c) Internal equity based on government expectations. Affordability.
- d) Flexibility.
- e) Ability to recruit, retain and motivate people with the required expertise.

3.2. Remuneration will be applied as detailed in each employee's employment agreement.

Remuneration Reviews

3.3. Remuneration will be reviewed at least annually in accordance with an employee's employment agreement. A remuneration review will not necessarily result in an increase in remuneration.

Remuneration Changes

3.4. Changes to an employee's remuneration outside of the annual review cycle may only occur with the approval of a person in a Tier Two position and the Chief People Officer.