

Kaiārahi i te reo Pay Equity Claim **Settlement Implementation**

Translation point-to-point rules
Kaiārahi i te Reo and Therapists'
Collective Agreement

Use this guide to understand how the point-to-point
translation works

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Kaiārahi i te reo pay equity settlement

The pay equity claim settlement negotiated between NZEI Te Riu Roa and the Ministry of Education includes a new pay scale which will see significant pay increase for kaiārahi i te reo. The claim settlement is a culmination of more than three years' of mahi to investigate this claim raised under the Equal Pay Act 1972 and it recognises the historic sex-based undervaluation of the mahi done by kaiārahi i te reo in schools and kura. This claim settlement seeks to correct this.

What is point-to-point translation?

Point-to-point translation is the automatic transfer of the current point a kaiārahi i te reo is on the pay scale to the equivalent point on the new pay equity pay scale, as agreed in the Kaiārahi i te Reo Pay Equity Claim Settlement.

Those employees covered by the claim who are employed on the *Kaiārahi i te Reo and Therapists' Collective Agreement* or an individual employment agreement (IEA) based on that agreement, will be translated automatically. That is, schools and kura will not have to offer those on IEAs new employment agreements.

Will Education Payroll just do this for us?

Education Payroll will look at existing employees' current grades and steps and convert them to the equivalent grades and steps on the new pay equity scale.

We do not anticipate that Education Payroll will need to seek information from you about the current grades and steps of your covered employees. However, there may be a few instances where Education Payroll will be in touch to clarify information. The most important thing right now is that your kaiārahi i te reo have the correct designation code (S57).

If your school does not use Education Payroll Limited as a payroll administrator/provider, you will need to manage the translation rates using your own payroll system.

Who funds the difference?

Translation to the new pay equity rate increases the pay rate of your employees and schools will be provided additional funding for this. See [Funding Guide 101](#).



Translation rules

Kaiārahi i te reo employed under the *Kaiārahi i te Reo and Therapists' Collective Agreement* or those on an IEA based on that collective agreement, will translate to the applicable pay equity rate based on the step they held on 20 August 2021 as set out in the table below. The new pay rates will apply from 20 August 2021. See the new rates on page 8.

The pay equity translation is additional to, not a replacement, for annual progression.

Therefore, everyone translates to the new pay equity rate scale effective from 20 August 2021 or from their start date if it is after 20 August 2021. They then progress within the new scale on their anniversary date. This applies to an employee whose anniversary date is 20 August, just as it does to an employee whose anniversary date is 3 March. If no anniversary date is known, it is taken to be 12 months from the effective date of the new rates (20 August 2021), so the first progression for such an employee would be 20 August 2022.

Employers may agree a pay rate above the stated maximum rate for each grade specified in the pay rate table. ***Any agreement made between an employer and employee to pay a rate above the stated maximum rate for each grade (also sometimes called salary loading) will not be funded by the claim settlement.***

Kaiārahi i te reo staff whose pay rate upon translation exceeds the applicable translated grade and step maximum will retain that higher rate. No employee will be disadvantaged through the pay equity translation process.

Examples of translations with annual progressions or salary loading are included in the case studies later in this guide.

Current step	Current hourly Rate	Pay equity grade	Pay equity step	Pay equity hourly rate
1	\$21.78	1	2	\$38.50
2	\$21.97	1	3	\$39.44
3	\$22.54	1	4	\$40.37
4	\$23.03	1	5	\$41.31
5	\$23.59	1	6	\$42.25
6	\$24.11	2	2	\$44.13
7	\$25.19	2	3	\$45.07
8	\$25.79	2	4	\$46.01

Notes:

- i. To calculate the indicative annual salary rate for a 40-hour/week, 52-week/year employee, the hourly rate will be multiplied by 2,080.
- ii. To calculate the indicative annual salary rate for a 37.5-hour/week 52-week/year employee, the hourly rate will be multiplied by 1,950.



Examples of how the current steps translate to the new rates

The following case studies are intended to describe common scenarios that will apply to many employees and how they will be translated to their new pay equity rate.

Case Study 1

Ripeka | Step 4 >> will translate to Grade 1, step 5.

Ripeka works 40 hours per week during term time only. Prior to 20 August 2021, Ripeka was on Step 4 at \$23.03 per hour. Following the settlement, her grade will be translated to Grade 1, step 5 and she will be earning \$41.31 per hour from 20 August 2021.

Current step	Current hourly rate	Pay equity grade	Pay equity step	Pay equity hourly rate
3	\$22.54	1	4	\$40.37
4	\$23.03	1	5	\$41.31
5	\$23.59	1	6	\$42.25

Note: These hourly rates are minimum rates and do not include any salary loading.

Case Study 2: Employee has two or more roles

Amiria | Step 3 >> will translate to Grade 1, step 4.

Amiria is a kaiārahi i te reo who works 35 hours per week but only in term time (or 40 weeks of the year). She works as a Teacher Aide every week for 10 out of her 35 hours. She is currently on Step 3 for her role as kaiārahi i te reo. Amiria will translate to Grade 1, step 4 for the 25 hours per week for the kaiārahi i te reo role.

Amiria will have two distinct designation codes, one for her role as a kaiārahi i te reo and one for her role as a teacher aide. The 10 hours Amiria works as a teacher aide ought to have previously been assessed against the Teacher Aide Work Matrix to place her in the appropriate pay equity grade and step for that role. If this has not already occurred, it should happen now.

Current Step	Current hourly rate	Pay equity grade	Pay equity step	Pay equity hourly rate
2	\$21.97	1	3	\$39.44
3	\$22.54	1	4	\$40.37
4	\$23.03	1	5	\$41.31

Note: These hourly rates are minimum rates and do not include any salary loading.



Case Study 3: Annual progression

Any anniversary date that falls after 20 August 2021 and before the payment date will be taken into account when calculating the money due to the employee.

Tia | step 2 at \$21.97 an hour. Her next work anniversary is 30 March 2022.

From 20 August 2021 up until 29 March 2022, Tia will automatically translate from step 2 at \$21.97 per hour to Grade 1, step 3 at \$39.44 per hour.

Tia's performance was assessed by her employer against the job description and she was found to be meeting standards of performance. She was eligible for her annual progression.

On 30 March 2022, she progressed to step 3 at \$22.54 per hour which translates to the new pay equity rate of Grade 1, step 4 at \$40.37 per hour.

Date	Current grade and step	Current hourly rate	Reason for change	Translation grade and step	New hourly rate	Paid
20 August 2021 – 29 March 2022	2	\$21.97	Pay equity translation	Grade 1, step 3	\$39.44	Difference paid by 30 November 2022
From 30 March 2022	3	\$22.54	Annual progression with pay equity translation	Grade 1, step 4	\$40.37	Difference paid by 30 November 2022

Note: These hourly rates are minimum rates and do not include any salary loading.

Tia's current step is now Grade 1, step 4. She will progress to Grade 1, step 5 on her next anniversary date of 30 March 2023 (provided she meets progression requirements).

If no anniversary date is known, it is taken to be 12 months from the effective date of the new rates (20 August 2021), so the first progression for such an employee would be 20 August 2022.



Leading into implementation of a pay equity settlement

It is important that all employment documents – specifically for those on IEAs – are current and the employee has had regular appraisals including an annually updated and signed job description.

Your kaiārahi i te reo should be on the correct designation code: S57. This is business as usual.

How new employees will know what grade they will be on

Many schools and kura will not have to do anything as **most** employees will be translated automatically by Education Payroll. The translation will be from their old grade to the new applicable grade and pay rate as agreed in the Kaiārahi i te Reo Pay Equity Claim Settlement agreement.

If, however, both parties agree that the automatic point-to-point translation does not reflect the routine and ongoing skills/demands/responsibilities of the role that the employee is performing, and the majority of the employee's role sits within a higher grade on the new Work Matrix, then the employer can submit an application for pay equity regrading. Employers can apply using the new [pay equity regrade online application form](#), and not the Novopay form (NOVO2nt) normally used to change the grade of an employee.

The regrading process associated with the pay equity claim settlement is to provide only for those employees who have been incorrectly placed on the new Work Matrix after the automatic point-to-point translation. An employee must raise their concern with their employer between the start of **Term 3, 2022** and **15 March 2023**. See [Pay Equity Regrade Funding Guide](#) for further details.

Note: Historic employment errors will not be covered by the pay equity regrading funding.

NZEI members can seek further advice from NZEI Te Riu Roa. Non-NZEI members can speak to their employer (schools and principals).



Salary loading and paying above the minimum rate in the collective agreement

Some employees are paid a salary loading (SALLO). This is a discretionary agreement between the employer and employee. It allows the employee to be paid above the rate stated in the *Kaiārahi i te Reo and Therapists' Collective Agreement*. As the collective agreement is a minimum rates document, employees cannot be paid below the printed minimum rate but they can be paid above it.

Upon the settlement of the pay equity claim, Education Payroll will automatically adjust any salary loadings to the employee's new pay rate. In some cases, the new pay equity rate may be higher than the previous rate (salary + SALLO), which will result in the SALLO being 'absorbed' into the new pay equity rate the employee will receive.

Where the new pay equity rate is not higher than the previous rate (salary + SALLO), the SALLO is reduced so that the total remains the same as the employee currently receives.

Any payment or SALLO above the maximum rate in any grade is for discussion and agreement between the employee and employer. SALLO payments are not covered by the pay equity funding.

A key principle is that no employee will be paid less post-settlement.

Example 1

Ihipera is currently on step 2 and receives a SALLO of \$5 an hour. Her total hourly rate is therefore $\$21.97 + \$5 = \$26.97$ per hour. Her pay rate will automatically translate on 20 August 2021 to the pay equity rate of Grade 1, step 3 at an hourly rate of \$39.44 per hour.

As the pay equity rate is higher than Ihipera's previous total hourly rate (minimum rate + SALLO), the SALLO is absorbed into the new pay equity rate.

Ihipera will no longer receive SALLO unless she and her employer negotiate a new SALLO.



Key takeaways

- » Employers should ensure that the kaiārahi i te reo are on the correct designation code so they will move smoothly to the correct new grade and step on the pay equity scale.
- » Point-to-point translation to the employee's new grade and step under the pay equity claim settlement agreement will occur automatically through Education Payroll.
- » Progression through the grades and steps happens on the anniversary date of when each employee started, or where no anniversary date is established, 12 calendar months from the effective date of the new rates (20 August 2021).
- » If a kaiārahi i te reo finds they are translated to a grade which does not accurately reflect their current work on the Work Matrix, and the employer agrees the grading is too low, the employer can submit an application for pay equity regrading. Additional funding is available on an application basis if specific criteria are met. Not all application requests will be approved.
- » Pay equity regrade applications must be completed on the [new pay equity regrade online application form](#), and not the Novopay form (NOVO2nt).
- » Employees covered by the claim settlement agreement who are on IEAs will be automatically translated to the new pay equity scale. Schools and kura do not have to change IEAs, nor do employees need to sign them.
- » No employee will be paid less post-settlement.

Who to contact for further advice

- » Ministry of Education – Ohumahi Support Team, email ohumahi.support@education.govt.nz, log an enquiry on your Taku portal at education.govt.nz/taku, or call **0800 114 117**
- » NZSTA (for employers), email eradvice@nzsta.org.nz or call **0800 782 435 (#2)**
- » NZEI TE Riu Roa (for NZEI members), email nzei@nzei.org.nz, or call **0800 693 443**
- » Citizens Advice Bureau, call **0800 367 222**
- » Employment advocate of your choice.



New pay equity rates

Grade	Step	Hourly rate
1	1	\$37.56
	2	\$38.50
	3	\$39.44
	4	\$40.37
	5	\$41.31
	6	\$42.25
2	1	\$43.19
	2	\$44.13
	3	\$45.07
	4	\$46.01
	5	\$46.94

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kia **rangatira** ai, kia **mana taurite** ai ōna **huanga**