

18 March 2022



Dear 

**LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT Request: 2022-14**

Thank you for your email of 20 October 2021 to the Carterton District Council, attached as **Appendix A**.

On 14 March 2022, you clarified your request as:

- *“Information (including but not limited to reports, briefings, memos, policy documents) on equal employment opportunities (gender and ethnicity) at the council*
- *Data on complaints of discrimination (based on gender, ethnicity, race, sexual orientation or gender identity, age, disability) by employees at the council, broken down by year, department the complainant works in and the outcome of the complaint (upheld, not upheld), and whether anyone was disciplined.*

*On the time window for the request, I would like information from 2010 until the most recent date for which information can be provided.*

*If information is not easily accessible back to 2010, I would prefer to have data from the years for which information is easily accessible (with most recent years as highest priority). We are hoping to get a picture of the overall trend here, so would appreciate data from the earliest year which is accessible to you if that's possible.”*

Your request has been considered under the Local Government Official Information and Meeting Act 1987 (the Act).

In response to the first point of your request, attached is a copy of the CDC Equal Employment Opportunities Policy, as **Appendix B** is the only information that we have.

In response to the second point of your request, the Council have had no complaints.

Please note, the Council now proactively publishes LGOIMA responses on our website. As such, we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz) or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely

A handwritten signature in blue ink that reads "Geoff Hamilton". The signature is fluid and cursive, with a long horizontal stroke at the end.

Geoff Hamilton  
**Chief Executive**  
**Carterton District Council**

RELEASED UNDER LGOIMA

## Appendix A

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**From:** [REDACTED]  
**Sent:** Wednesday, 20 October 2021 2:32 pm  
**To:** Council Info Mailbox <[info@cdc.govt.nz](mailto:info@cdc.govt.nz)>  
**Subject:** Carterton Council message #2447 for Contact CDC

You have a new website form submission:

1. **Your Name**

[REDACTED]

2. **Email Address**

[REDACTED]

3. **Phone Number**

[REDACTED]

4. **Your message:**

To whom it may concern,

With respect, I request the following information under the terms of the Local Government Official Information and Meetings Act:

- Data on the number of employees employed by the council (on permanent contracts), broken down by gender and ethnicity and year and whether they work fulltime or part time, per year, since 2010
- Data on the number of employees employed by the council (on permanent contracts), in senior management positions and whether they work fulltime or part time, broken down, broken down by gender and ethnicity and year, per year, since 2010
- Data on the number of employees employed by the council (on permanent contracts), in executive positions and whether they work fulltime or part time, broken down, broken down by gender and ethnicity and year, per year, since 2010
- Data on the median wage of employees employed by the council (on permanent contracts), broken down by gender and ethnicity and year, per year, since 2010
- Data on the median wage of employees employed by the council (on permanent contracts), in senior management positions, broken down, broken down by gender and ethnicity and year, per year, since 2010
- Data on the median wage of employees in executive positions, broken down, broken down by gender and ethnicity and year, per year, since 2010
- Data on the median wage of employees, broken down by department, gender and ethnicity and year, per year, since 2010
- Data on the number of employees, broken down by department, gender and ethnicity and year, per year, since 2010

- Information (including but not limited to reports, briefings, memos, policy documents) on equal employment opportunities (gender and ethnicity) at the council
- Data on complaints of discrimination (based on gender, ethnicity, race, sexual orientation or gender identity, age, disability) by employees at the council, broken down by year, department the complainant works in and the outcome of the complaint (upheld, not upheld), and whether anyone was disciplined

As the information will be of public interest, I ask that any fee is waived.

I anticipate receiving the information under the terms of the act, which stimulates a maximum period of 20 business days. Written confirmation of receipt of this request would be appreciated.

If I can be of any assistance, please call me on [REDACTED]

Sincerely,

5. **Prove you're a human! 1+1 =**

Two

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This message was sent from <https://cdc.govt.nz>.

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### **Equal Employment Opportunities Policy**

The Carterton District Council is committed to equality in the work place and a policy of providing equal employment opportunities.

In adopting the policy of EEO the Council provides for positive action in the following areas:-

- Staff appointments
- Staff training
- The working environment of all staff
- Any possible sources of inequality
- Redundancy and termination of employment

Carterton District Council is conscious of:-

Local Government Act 2002

Human Rights Act 1993

Principles of the Treaty of Waitangi recognising Maori and Bi-Culturalism issues

Quite apart from the requirements of law, it is the belief of the Council that decisions to appoint, promote, reward or discipline should always be made on the grounds of effectiveness and that the sorts of discrimination that are the subjects of the Acts are unfair at the human level and poor business practice. They are detrimental for employee morale and lead to poor use of the human resources available to us.

The Council will ensure that for any given position the most suitable person will be appointed irrespective of gender, race ethnic or national origins, religious or ethical beliefs, disability, material status, sexual orientation or any other factor not related to the position. The responsibility for this rests with the Departmental Managers. They must also make sure that all staff in supervisory positions understand and apply the programme as part of their regular duties.

Staff training will be provided to ensure development and realisation of potential relevant to the workplace.

Employees will be able to work at their place of employment free from harassment, victimisation or discrimination with procedures in place for solution of difference or disputes.

This Policy Statement shows that Council and senior management will continue to provide a positive climate in the workplace, which recognises many different backgrounds and individual contributions and encourages employees to develop their potential.

**This Policy will next be reviewed in December 2022**