

# NMIT REMUNERATION POLICY

## MOKAMOKA WHAKAAETANGA | APPROVAL DETAILS

<b>Section</b>	People and Culture		
<b>Approval Date</b>	18.06.2026	<b>Sponsor</b>	People and Wellbeing Manager
<b>Next Review</b>	01.01.2029	<b>Approved by</b>	SLT

## NGĀ WHAKATIKATIKA | AMENDMENT HISTORY

Version	Effective Date	Created/ Reviewed by	Reason for review / comment
1	01.01.2026	Transition Lead	New

## Mō wai me te whānuitanga | Audience and scope

This policy applies to:

- All employees of NMIT, including contracted staff and secondees providing services for NMIT; and those on fixed term contracts (may be collectively referred to as kaimahi in this policy).

This policy should be read in conjunction with [NMIT Remuneration Procedure](#), which provides detailed procedures and guidance to support implementation of this policy.

## Te Pūtaki | Purpose

The purpose of this policy is to enable NMIT to attract and retain talented, skilled and motivated kaimahi, ensuring that kaimahi receive a fair and equitable level of remuneration that is relative, but not limited to:

- their role
- the relevant labour markets
- affordability
- individual contribution
- other relevant external and internal factors

## Ngā Mātāpono | Principles

### Equity, Consistency and Fairness

We commit to internal pay equity, providing equal pay for different jobs that hold the same or similar value, skill, responsibility, and effort. Our salary structures and practices are consistent, transparent, non-discriminatory, and avoid gender or any other bias.

### Our Values

NMIT values guide our behaviour as an organisation and establish a foundation for how we all work as part of the NMIT community. Ākonga and kaimahi alike have an individual and collective responsibility to behave in ways that uphold our values and maintain integrity and quality in everything we do.

## Kaupapa Here | Policy Statements

### Remuneration Framework

Roles at NMIT are evaluated against a range of criteria to ensure they are placed within the Remuneration Framework in a fair and consistent way. This approach uses the SP10 methodology as a guiding framework and philosophy, supporting alignment with NMIT remuneration bands and, where applicable, relevant union rates and agreements.

Remuneration bands are reviewed annually and adjusted to reflect agreed salary movements on the 1<sup>st</sup> of September by the People and Wellbeing team.

### Kaimahi Salaries and Reviews

All NMIT roles are assigned to a salary band that reflects the level of skill, accountability and complexity of the role.

On appointment, individuals are assigned a base salary within the band based on an assessment of their experience, expertise and qualifications.

The KiwiSaver employer contribution is applied over and above the base salary.

Salaries are reviewed annually. Individual salary movements may be applied by general wage increase, increments, progression or promotion, as applicable.

Changes to kaimahi remuneration outside the annual review cycle may occur only with approval as per the [NMIT Delegations Register](#).

### Allowances and Bonuses

Kaimahi are entitled to allowances in accordance with the relevant collective employment agreement, responsibilities held (eg. first aider, higher duties) and the specific requirements of a role.

NMIT may award a bonus in recognition of extraordinary work and in exceptional circumstances only with approval as per [NMIT Delegations Register](#).

### Non-monetary Recognition and Rewards

NMIT's employment package may include a range of non-monetary benefits in line with applicable collective employment agreements, such as annual leave, long service leave, discretionary leave, and professional development leave. In some circumstances, these benefits may be varied as part of an overall remuneration package with approval from the CEO.

All NMIT employees may also access staff discounts and benefits negotiated by NMIT.

## Pūrongo me te Whakapūmau | Reporting and Assurance

Regular reports will be submitted to Council and/or a committee of Council:	
Submitted by	People and Wellbeing Manager
Submitted to	NMIT Council
What must be reported	People costs, negotiated union rates, updates to remuneration and job sizing.
Reporting cadence	Included in monthly report
Is immediate escalation required for material events?	No

## Ngā Haepapa | Responsibilities

Role	Responsibilities
People and Wellbeing team	Provide guidance, training, templates and advice to support managers to implement robust remuneration processes.
Manager	Implement and manage staff remuneration in accordance with this policy. Manage records in accordance with the Public Records Act.

## Ngā Hononga ki Tuhinga kē | Links to other documents

### NGĀ KAUPAPA-HERE E HANGAI ANA | RELATED POLICIES

[NMIT Delegations Register](#)

[NMIT Recruitment, Selection and Appointment Policy](#)

[NMIT Information and Records Management Policy](#)

### NGĀ TUKANGA ME NGĀ HĀTEPE | RELATED PROCESSES, PROCEDURES

NMIT Remuneration Procedure

### TURE WHAI TAKE | RELEVANT LEGISLATION