

85

This PUBLIC BILL originated in the HOUSE OF REPRESENTATIVES, and, having this day passed as now printed, is transmitted to the LEGISLATIVE COUNCIL for its concurrence.

House of Representatives,

14th November, 1907.

[AS AMENDED BY THE LEGISLATIVE COUNCIL.]

18th November, 1907.

Right Hon. Sir J. G. Ward.

PUBLIC SERVICE CLASSIFICATION.

ANALYSIS.

Title.	
1. Short Title.	12. Maximum number of officers in each Department in Third Division.
2. Interpretation.	13. Increment to be subject to efficiency and good conduct.
3. Act not to apply to certain officers.	14. Travelling-allowances.
4. Classification of Service.	15. Persons who have been continuously employed for five years deemed to be permanently appointed.
5. Classification of Third Division.	16. Temporary appointments.
6. Public Service Classification Board.	17. Legislative Officers Salaries Act amended.
7. Board to classify positions in Service.	18. Regulations.
8. Salaries to be determined by classification.	19. Repeal.
9. Revision of classification.	Schedules.
10. No reduction of present salary because of classification.	
11. Appointments after classification to be at minimum salary attached to position.	

A BILL INTITULED

AN ACT to provide for the Classification of the Public Service. Title.

BE IT ENACTED by the General Assembly of New Zealand in Parliament assembled, and by the authority of the same, as follows:—

1. This Act may be cited as the Public Service Classification Act, 1907. Short Title.

2. In this Act—

10 “Board” means the Public Service Classification Board constituted under this Act: Interpretation.

15 “Public Service” means all Departments of the service of the Government of New Zealand, except those Departments which are subject to the Government Railways Department Classification and Regulation Act, 1901, and the Post and Telegraph Classification and Regulation Act, 1890:

“Officer” means a person permanently employed in the Public Service:

“Prescribed” means prescribed by this Act or by regulations:

20 “Regulations” means regulations made by the Governor by Order in Council gazetted.

3. Except where otherwise expressly provided, this Act shall not apply to the following persons or to the offices held by them:— Act not to apply to certain officers.

Any responsible Minister of the Crown:

Any Judge of the Supreme Court or Court of Arbitration:

Any person whose salary is permanently appropriated by any Act :

Any person employed in the naval or military defence forces :

Any person employed in the Police Force :

Any officer of either House of Parliament :

Any person temporarily employed in the Public Service.

5

Classification of Service.

4. (1.) All positions held by officers of the Public Service shall be classified in accordance with this Act into ~~four~~ three divisions.

Struck out.

(2.) The First Division shall consist of the positions held by officers of the First Division as set forth in the *First Schedule* hereto.

10

(3.) The ~~Second First~~ Division shall consist of all ~~other~~ positions to which there is attached, under the scheme of classification provided by this Act, a maximum salary of five hundred pounds or more, except such positions as the Board considers to be more suitably classified in the ~~Third~~ *Second* Division.

15

(4.) The ~~Third~~ *Second* Division shall consist of all positions that that the Board classifies as belonging thereto.

(5.) The ~~Fourth~~ *Third* Division shall consist of all positions to which there is attached a maximum salary less than five hundred pounds, and which the Board does not consider suitable for classification in the ~~Third~~ *Second* Division.

20

Classification of Third Division.

5. (1.) All positions belonging to the ~~Third~~ *Second* Division shall be classified into eight classes, with the maximum and minimum limits of salary and the annual increments set out in the *First* Schedule hereto.

25

(2.) The same position may be classified as belonging to two or more classes of the ~~Third~~ *Second* Division at the same time, and in such case the minimum salary attached to such position shall be the minimum salary appropriate to the lowest of those classes, and the maximum salary shall be the maximum salary appropriate to the highest of those classes. After any officer has reached the maximum salary in any of those classes, his next annual increment shall be the difference between that maximum and the minimum of the next succeeding class to which he so belongs.

30

35

Public Service Classification Board.

6. (1.) For the purpose of classifying the Public Service in accordance with this Act a Board shall be constituted to be called the Public Service Classification Board, which shall consist of a Minister of the Crown and of such officers ~~of the First Division~~, (*being permanent heads of Departments of the Public Service, and not exceeding ten in number*) as the Governor from time to time appoints as members of the said Board.

40

(2.) During the illness or absence from New Zealand of any member of the Board the Governor may appoint any other officer ~~of the First Division~~ *who is the permanent head of any such Department* to act temporarily as a member of the Board.

45

(3.) The Minister shall be the Chairman of the Board, but in his absence from any meeting of the Board the members present may elect one of their number to act as Chairman at that meeting instead of the Minister.

50

Board to classify positions in Service.

7. (1.) It shall be the duty of the Board to prepare a scheme for the classification of all the positions in the Public Service in accordance with the provisions of this Act.

(2.) Such classification shall fix the salary or the maximum and minimum limit of the salary attached to each position so classified, together with the annual increments (if any) of such salary, and the allowances (if any) to be received by the holder of such position.

5 (3.) The classification so prepared by the Board shall be submitted to the Governor, and if approved by him shall be published in the *Gazette* under the title of "Provisional Classification of the Public Service."

10 (4.) Within one month after the publication of such classification in the *Gazette*, or within such further time as the Board may appoint, any officer may apply to the Board in manner prescribed for a reconsideration of such classification so far as he is affected thereby, and the Board shall thereupon reconsider the same, and may amend the said classification. If, in the opinion of the Board, any such
15 amendment prejudicially affects any other officer than the applicant, notice of the intention to make the same shall be given by the Board to the officer so affected, and the Board shall afford such officer a sufficient opportunity of objecting to the amendment.

20 (5.) So soon as all such applications for reconsideration have been heard and determined, the Board shall deliver to the Governor a statement of the classification so made by it. The Governor in Council may thereupon either approve of the same or may remit the same to the Board for reconsideration and amendment, and in the latter case the Board may amend the same accordingly, in the
25 manner and to the extent indicated by the Governor in Council, without notice to the officers affected by any such amendment, and shall deliver such amended statement to the Governor for approval.

New subclause.

30 (5A.) When such classification has been approved by the Governor in Council, a statement thereof shall be laid before Parliament; and if the House of Representatives passes a resolution approving of such classification, it shall come into force and take effect in accordance with this Act on a date to be specified in that behalf in the said resolution.

Struck out.

35 (6.) So soon as such classification has been approved by the Governor in Council it shall come into force and take effect in accordance with this Act.

40 (7.) After the Governor in Council has approved of such classification, a statement thereof shall, within fourteen days after such approval, if Parliament is then sitting, or if not, then within fourteen days after the commencement of the next ensuing session of Parliament, be laid before both Houses of Parliament.

45 (8.) Such classification shall have no effect unless the House of Representatives passes a resolution approving of such classification, and fixing a date on which it shall come into force.

50 8. So long as any classification made under this Act remains in force the salaries and allowances of all officers holding any of the positions so classified shall, subject to the necessary provision being from time to time made therefor by Parliament, be determined in accordance with the said classification.

Salaries to be determined by classification.

tion of
classification.

9. The Board shall from time to time, when required so to do by the Governor, revise and reconsider any part of the classification then in force, and may prepare for submission to the Governor such amendments or additions thereto as the Board thinks fit, after giving to any officer who in the opinion of the Board is prejudicially affected thereby a sufficient opportunity of objecting to the same. All such amendments and additions, when approved in manner aforesaid by the Governor in Council *and by the House of Representatives*, shall come into force accordingly—~~subject, however, to the provisions hereinbefore contained as to the approval of the House of Representatives on a date to be specified in that behalf in the resolution of the said House.~~ 5

No reduction of
present salary
because of
classification.

10. No classification of any position made under the provisions of this Act shall have the effect of reducing the salary of any officer holding such position below the rate at which he is remunerated at the date when such classification comes into force. 15

Appointments after
classification to be
at minimum salary
attached to position.

11. Every officer appointed to any position in the Public Service which is at the time of his appointment classified in accordance with this Act shall be appointed at the minimum salary attached to such office by the classification then in force, save when he is transferred from another position in which he received a salary greater than such minimum, in which case he may be appointed at the same salary which he so formerly received. 20

Maximum number
of officers in each
Department in
Third Division.

12. (1.) In classifying the Public Service in accordance with this Act the Board may, so far as it thinks fit, determine the maximum number of officers who may in any Department of the said Service be employed in positions which are classified in any class of the ~~Third~~ *Second* Division. 25

(2.) The maximum number so determined may be from time to time increased or diminished by regulations made by the Governor in Council. 30

Increment to be
subject to efficiency
and good conduct.

13. (1.) The right of any officer to receive in any year the increment of salary attached to his position shall depend upon his efficiency and good conduct.

(2.) It shall be the duty of the permanent head of each Department of the Public Service to certify in each year, with respect to every officer under his control, whether such officer is entitled by virtue of his good conduct and efficiency to receive any such increment. 35

Travelling-
allowances.

14. (1.) Travelling-allowances may be paid to officers at the rates prescribed by regulations, but such rates shall not exceed— 40

(a.) In the case of officers whose salaries are not less than five hundred pounds, twenty shillings a day:

(b.) In the case of officers whose salaries are less than five hundred pounds but not less than three hundred pounds, fifteen shillings a day: 45

(c.) In the case of all other officers, twelve shillings and sixpence a day.

(2.) Such allowances shall be in addition to the actual cost of horse-hire, and of railway, steamer, coach, cab, and other fares. 50

(3.) No travelling-allowance shall be paid to any officer except for the periods during which he is absent from his headquarters in

the discharge of his duties. The headquarters of any officer shall be determined for this purpose by the Minister in charge of the Department to which such officer belongs.

(4.) The limit of travelling-allowances prescribed by this section shall not apply to private secretaries to Ministers of the Crown.

15. (1.) All persons who are employed in any Department of the Public Service at the time of the passing of this Act, and have been continuously employed in one or more branches of the Government service for a period of five years next before the passing of this Act, shall be deemed for all purposes to be officers of the Public Service permanently appointed, as from the date of the passing of this Act, to that Department of the said service in which they are employed at the said date.

Persons who have been continuously employed for five years deemed to be permanently appointed.

(2.) All persons who are employed in any Department of the Public Service at the time of the passing of this Act, and continue thereafter in the employment of the Public Service until they have completed five years' continuous service in one or more branches of the Government service, shall be deemed for all purposes to be officers of the Public Service permanently appointed, as from the completion of the said period of five years, to that Department of the said service in which they are employed at the end of the said period.

16. (1.) No person who is temporarily appointed to the Public Service after the passing of this Act, and is disqualified for permanent appointment to the same position, shall be continuously employed in such Service for more than six months at any one time, or shall be temporarily reappointed to such Service within six months after ceasing to be employed therein.

Temporary appointments.

New subclause.

(2.) The Governor may by Order in Council, in any case in which he considers that the public interest so requires, authorise the temporary employment of any person or any class of persons for a longer period than is permitted by the *preceding* subsection.

17. (1.) The Schedule to the Legislative Officers' Salaries Act, 1867, is hereby amended by increasing the salary of the Clerk of the House of Representatives to six hundred and fifty pounds, and the salary of the Clerk-Assistant of the said House to four hundred and fifty pounds.

Legislative Officers' Salaries Act amended.

(2.) This section shall take effect as from the last day of March, nineteen hundred and *eight*.

18. Subject to this Act the constitution, procedure, and powers of the Board shall be determined by regulations.

Regulations.

19. The Acts and parts of Acts mentioned in the *Second* Schedule hereto are hereby repealed.

Repeal.

dules.

SCHEDULES.

FIRST SCHEDULE.

Struck out.

OFFICERS OF THE FIRST DIVISION.	
Secretary of Agriculture.	Under-Secretary of Public Works.
Under-Secretary, Colonial Secretary's Department.	Engineer-in-Chief (Public Works).
Solicitor-General.	Registrar-General.
Secretary to the Customs.	Chief Engineer of Roads.
Inspector-General of Schools.	Commissioner of Stamps.
Secretary of Education.	General Manager, State Fire Insurance Department.
Inspector-General of Hospitals.	Commissioner of Taxes.
Inspector-General of Mental Hospitals.	General Manager of Tourist and Health Resorts.
Government Life Insurance Commissioner.	Secretary to the Treasury.
Under-Secretary of Justice.	Valuer-General.
Secretary for Labour.	Under-Secretary to the Native Department.
Under-Secretary of Lands and Survey.	Registrar of Old-age Pensions.
Surveyor-General.	Chief Veterinarian.
Counsel to the Law Drafting Office.	Chief Inspector of Stock.
Land Purchase Inspector.	Judges of the Native Land Court.
Secretary to the Marine Department.	District Court Judges.
Under-Secretary of Mines.	Stipendiary Magistrates.
Director of Geological Surveys.	Registrar of Friendly Societies.
Government Printer.	Colonial Analyst.
Inspector of Prisons.	Chief Inspector of Machinery.
Chief Health Officer.	Law Draftsman.
Public Trustee.	

OFFICERS OF THE SECOND DIVISION.

~~As determined by the Board.~~

Officers of the Third Division.

As classified by the Board in accordance with the following scheme:—

- Class 1. Minimum, £470; maximum, £500. Two annual increments of £15.
 Class 2. Minimum, £420; maximum, £450. Two annual increments of £15.
 Class 3. Minimum, £365; maximum, £400. Two annual increments of £10, and one of £15.
 Class 4. Minimum, £315; maximum, £350. Two annual increments of £10, and one of £15.
 Class 5. Minimum, £265; maximum, £300. One annual increment of £15, and two of £10.
 Class 6. Minimum, £210; maximum, £250. Four annual increments of £10.
 Class 7. Minimum, £170; maximum, £200. Three annual increments of £10.
 Class 8. Minimum, £40; maximum, £160. One annual increment of £30, and six of £15.

Officers of the Fourth Division.

~~As determined by the Board.~~

SECOND SCHEDULE.

REPEALS.

- 1866, No. 59.—The Civil Service Act, 1866: Sections 13 to 19; sections 44, 45, and 46; Schedule B.
 1905, No. 61.—The Civil Service Classification Act, 1905.