

27 June 2023

Section (9)(2)(a)

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Our ref: OIA 104955

Tēnā koe

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### Official Information Act request: Court Security Officers

Thank you for your email of 30 May 2023, requesting, under the Official Information Act 1982 (the Act), information regarding the employment of Court Security Officers by the Ministry of Justice (the Ministry).

For clarity, I have split your request into seven individual questions. I have provided answers to each of your questions below.

1. *The total number of court security officers employed by the Ministry (FTE equivalent), and a breakdown of how many CSOs are based at each distinct courthouse or tribunals unit.*

In order to provide the number of Court Security staff employed by the Ministry based on location, we have provided a headcount number rather than full-time equivalent (FTE) information<sup>1</sup>. I can advise that as of 30 May 2023, the Ministry employed a total of 328 Court Security staff. The total headcount includes permanent Court Security Officers, Senior Court Security Officers, and Court Security Managers.

It is important to note the Ministry operates a national Court Security service. In response to the changing security environment and to ensure the safety and security of everyone who visits our sites, the Ministry will deploy Court Security staff to cover courts in different locations. Table 1 reflects this information, where applicable.

2. *A total figure of how many CSOs have been under the employment of the Ministry each year between 2015-2022, broken down by year.*

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<sup>1</sup> *Full-time equivalent provides an FTE value between 0 and 1 depending on the proportion of full-time hours employees in permanent and fixed term positions work. Headcount provides the number of employees working with the organisation in permanent and fixed term positions so relates to the total number of people.*

The total number of Court Security Officers, Senior Court Security Officers, and Court Security Managers employed by the Ministry on 30 June each year is provided in Table 2.

- 3. The total number of vacancies for CSOs currently advertised by the Ministry. What is the average length of time it is taking for these roles to be filled from advertisement to the signing of an employment agreement, and is the Ministry having difficulty recruiting staff?*

As at 7 June 2023 two Court Security Officer roles were advertised or in the recruitment process. For May 2023, the average length of time from advertisement to appointment of a Court Security Officer role was 13 weeks. The Ministry does not consider it difficult to recruit Court Security Officers.

- 4. The total percentage of staff turnover of court security officers each year, since 2015. I ask that a gender split of this staff turnover is also provided.*

Table 3 below shows turnover of Court Security Officers, Senior Court Security Officers and Court Security Managers. This information has been provided to you from 2014/15 to 2022/23 and is split by gender.

- 5. The average length of service of a court security officer.*

As at 30 May 2023, the average length of service of a Court Security Officer is 3.49 years.

- 6. The gender split of current court security officers, broken down by male, female or other.*

I can advise that as of 30 May 2023 the Ministry employed 61 female and 260 male Court Security Officers. Gender is self-identified, those who do not wish to disclose are not included in the gender split above.

- 7. The salary bands for court security officers based on length of service/experience.*

The Ministry does not base remuneration on length of service. Therefore, this part of your request is refused under section 18(e) of the Act as the information does not exist. Employees are appointed to set salary bands based on their skills and prior experience. Employees can progress through the salary ranges on an annual basis, subject to their performance. Table 4 shows the salary bands and salary range for Court Security Officers, Senior Court Security Officers, and Court Security Managers.

If you require any further information, please contact Media & Social Media Manager Joe Locke at [media@justice.govt.nz](mailto:media@justice.govt.nz).

Please note that this response, with your personal details removed, may be published on the Ministry website at: [justice.govt.nz/about/official-information-act-requests/oia-responses/](https://justice.govt.nz/about/official-information-act-requests/oia-responses/).

If you are not satisfied with this response, you have the right to make a complaint to the Office of the Ombudsman under section 28(3) of the Act. The Office of the Ombudsman may be contacted by email to [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz) or by phone on 0800 802 602.

Nāku noa, nā

A handwritten signature in blue ink that reads "Tina Wakefield". The signature is written in a cursive style with a large initial 'T'.

Tina Wakefield  
**Deputy Secretary Corporate & Digital Services**

Table 1: The number of Court Security Officers employed at each location, as of 30 May 2023

Primary Court	Satellite courts	Court Security Managers	Senior Court Security Officer	Court Security Officer
Kaikohe District Court	Kaitaia District Court	1	1	10
Whangarei High/District Court	Dargaville District Court Hearing Centre	1	1	10
North Shore District Court	-	1	1	5
Waitakere District Court	-	1	1	10
Auckland District Court	-	2	2	11
Auckland High Court	Newmarket District Court Hearing Centre	1	1	4
Manukau District Court	-	3	3	15
Papakura District Court	Pukekohe District Court	1	1	8
Hamilton High/District Court	Thames District Court	3	4	17
	Huntly District Court			
	Morrinsville District Court			
	Te Awamutu District Court			
Te Kuiti District Court				
Rotorua High/District Court	-	2	2	13
Tokoroa District Court	Taupo District Court	1	1	5
Tauranga High/District Court	Waihi District Court Hearing Centre	2	2	11
Whakatane District Court	Opotiki District Court Hearing Centre	1	1	3
Gisborne High/District Court	Ruatoria District Court Hearing Centre	1	1	6
Napier High/District Court	-	1	0	7
Hastings District Court	Wairoa District Court	1	1	6
	Waipukurau District Court Hearing Centre			
New Plymouth High/District Court	Hawera District Court	1	1	9
Whanganui High/District Court	Taumarunui District Court	1	1	9
	Ohakune District Court Hearing Centre			
	Taihape District Court			
Palmerston North High/District Court	Dannevirke District Court	1	1	9
	Marton District Court			

Primary Court	Satellite courts	Court Security Managers	Senior Court Security Officer	Court Security Officer
Levin District Court	-	1	0	2
Hutt Valley District Court	Masterton District Court	1	2	8
Porirua District Court	-	1	1	5
Wellington District Court	-	1	1	5
Wellington High Court	Wellington Court of Appeal	1	1	7
	Wellington Supreme Court			
Nelson High/District Court	-	1	1	6
Blenheim High/District Court	Greymouth High/District Court	1	2	7
	Kaikoura District Court Hearing Centre			
	Westport District Court			
Christchurch High/District Court	-	2	2	21
Timaru High/District Court	Oamaru District Court Hearing Centre	1	1	6
	Ashburton District Court			
Dunedin High/District Court	-	1	1	8
Invercargill High/District Court	Gore District Court	1	2	10
	Alexandra District Court			
	Queenstown District Court			

**Notes for Table 1:**

- Some Court Security staff are deployed to cover courts in different locations. This has been reflected in the table above.
- The number of employed Court Security staff in the table above is accurate as of 30 May 2023.

**Table 2: Table 2 details the total number (FTE) of Court Security Staff employed by the Ministry for the 2014/15 to 2023 financial years**

Financial Year	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023
<b>Total Full-Time Equivalent (FTE)</b>	96.9	99.2	121.9	208.3	217.8	228.2	252.8	313.2	327.7

**Notes for Table 2:**

- The data above includes the permanent roles of Court Security Officers, Senior Court Security Officers, and Court Security Managers.
- The table shows the number of FTE employed as at 30 June each year except for 2022/23, which is as at 30 May 2023.

**Table 3: Table 3 provides the total percentage of staff turnover for Court Security staff for the financial years 2014/15 to 2022/23, split by gender**

Year	Turnover Female	Turnover Male	Turnover Total
2014/15	33%	8%	11%
2015/16	0%	6%	6%
2016/17	7%	6%	6%
2017/18	16%	5%	7%
2018/19	29%	9%	12%
2019/20	11%	5%	5%
2020/21	15%	19%	18%
2021/22	31%	19%	20%
2022/23	23%	15%	16%

**Notes for Table 3:**

- The data above includes the permanent roles of Court Security Officers, Senior Court Security Officers, and Court Security Managers.
- For 2022/23, the table shows turnover for the period from 1 July to 30 May. Other financial years are for the period from 1 July to 30 June.
- Please note the number of female CSOs, especially in earlier years, was small and the percentages should be considered with caution.

**Table 4: Current salary bands and salary ranges for Court Security Officers, Senior Court Security Officers, and Court Security Managers.**

Salary Band	Salary Range
J03 – Court Security Officers	\$56,729-\$78,441
J04 – Senior Court Security Officers	\$63,066-\$87,387
J05 – Court Security Managers	\$70,518-\$97,908