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Committee       Ara Tahi  
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## Administrative funding contract review

### 1. Purpose

To provide feedback on a review of the administrative capacity funding for the 2002-03 financial year.

### 2. Background

Over the past few years the Council has undertaken a number of initiatives to help strengthen relationships with iwi of the Region. These were in response to indications from iwi representatives that they lacked sufficient resources to pursue a more beneficial relationship with Council.

In the 2002/03 financial year, the Council committed \$105,000 to support iwi to improve their administrative capacity and thereby increase their ability to interact with the Council in an effective manner.

The contracts required iwi groups to:

- be available for general consultation with Council officers without any additional funds/putea;
- use the funds/putea provided to assist them to meet the Goals and Objectives set out in clauses 11 and 12 of *The Charter of Understanding/Te Tūtohinga o Te Whakaaetanga* (revised version November 2000);
- provide the Council with two reports during the year by 15 February 2003 and 15 July 2003. The reports will detail how the funds/putea has been used during the year 1 July 2002 to 30 January 2003 and 30 January 2003 to 30 June 2003 respectively
- return any unused portion of the funds/putea at the end of the financial year, if requested to do so by the Council.

The funding could cover:

- staff salaries;

- the purchase of capital items; and
- office equipment.

The funding could not cover:

- the provision of advice on non-notified consents;
- the commissioning of work by the Council; and
- any regular and on-going commitments to participate in a Council advisory group, including but not limited to Ara Tahi, iwi technical workshops, and Floodplain Advisory Committees.

It was noted in report 01.339 (Assisting Iwi to assist the Council) to the Policy and Finance Committee that the funding would be reviewed after the first year and every year thereafter.

### **3. Findings**

It has been extremely difficult to accurately review the contracts and assess their effectiveness. The reason for this is that six monthly and end of year reports were seldom submitted or were of a standard that did not fulfil the requirements of the contract. In addition, the reports often contained information that was not relevant to the intent or purpose of the contract.

Greater Wellington has received a number of verbal concerns from iwi that the contract funding has been insufficient in meeting their needs. However, without adequate feedback on what the funding has been used for, it is impossible to assess the need for additional funding.

The Council cannot continue to pay for contracts or contract work in the absence of adequate reporting. Greater Wellington is audited on an annual basis, and is required to monitor contracts to ensure that their performance measures are met.

The administrative capacity funding has provided an opportunity for the Council to expand its relationships with iwi groups in the Region. It has also allowed Council staff to call on iwi contacts for general advice, without putting too much pressure on iwi. However, better reporting is required.

### **4. Suggested Changes**

The following changes to the administrative capacity funding are suggested:

- Payments will now be made on receipt of written reports and an invoice. This would be done on a quarterly basis;
- The written reports should have a breakdown of expenditure including what meetings have been held with Greater Wellington staff and resulting work; and

- The level of funding will remain the same for the 2003/04 financial year.

## 5. Recommendations

It is recommended that Ara Tahi:

1. *notes and approves the suggested changes in section 4 of this report; and*
2. *recommends that the administrative capacity funding be continued for the 2003/04 financial year.*

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