

REVIEW OF THREE YEAR FUNDING CONTRACTS

1. Purpose of Report

To seek the Strategy and Policy Committee's approval for the allocation of the three year grant funding contracts following the assessment by the Grants Subcommittee at its meeting on 25 March 2010. The Grants Subcommittee considered the levels of funding to applicant organisations for three year contracts and distributed the available funding accordingly (see Appendix One).

2. Recommendations

Officers recommend that the Strategy and Policy Committee:

1. *Receive the information.*
2. *Note that the proposed funding for community centres is subject to consultation and decision through the Draft Annual Plan.*

The Grants Subcommittee recommend that the Strategy and Policy Committee:

3. *Agree to fund the three-year grant contracts as below:*

<i>Organisation</i>	<i>Amount</i>
<i>Community Centre Contracts</i>	
<i>Aro Valley Community Centre</i>	<i>\$40,821</i>
<i>Brooklyn Community Association</i>	<i>\$38,464</i>
<i>Brooklyn Community Resource Centre</i>	<i>\$25,380</i>
<i>Churton Park</i>	<i>\$35,713</i>
<i>Hataitai Collective & Community House</i>	<i>\$37,001</i>
<i>Johnsonville Community Centre</i>	<i>\$45,000</i>
<i>Karori Community Centre</i>	<i>\$45,000</i>
<i>Khandallah Cornerstone Resource Centre</i>	<i>\$35,579</i>
<i>Kilbirnie/Lyall Bay Community Centre</i>	<i>\$45,000</i>
<i>New Crossways Community Trust</i>	<i>\$36,308</i>
<i>Newtown Community and Cultural Centre Trust</i>	
<i>Newtown Community & Cultural Centre</i>	<i>\$45,000</i>

<i>Newtown Playground Hall</i>	<i>\$31,041</i>
<i>Northland Memorial Community Centre</i>	<i>\$31,871</i>
<i>Strathmore Community Base</i>	
<i>Strathmore Park Community Base</i>	<i>\$45,000</i>
<i>Miramar Community Centre (via Strathmore)</i>	<i>\$42,572</i>
<i>Thistle Hall</i>	<i>\$45,000</i>
<i>General Contracts</i>	
<i>Age Concern Wellington Inc</i>	<i>\$10,000</i>
<i>English Language Partners Wellington Incorporated</i>	<i>\$12,000</i>
<i>Fringe Arts Trust</i>	<i>\$85,000</i>
<i>Katherine Mansfield Birthplace Soc.</i>	<i>\$68,000</i>
<i>Mokai Kainga Maori Centre Charitable Trust</i>	<i>\$42,500</i>
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<i>Wellington People's Centre Inc</i>	<i>\$0.00</i>
<i>ZEAL (Under Body & Soul Trust)</i>	<i>\$80,000</i>
<i>New Contracts</i>	
<i>Challenge 2000</i>	<i>\$40,000</i>
<i>Newtown Festival</i>	<i>\$40,000</i>
<i>Wesley Community Action (Wesley Wellington Mission Inc.)</i>	<i>\$0.00</i>
<i>The People's Times</i>	<i>\$0.00</i>
<i>Unlimited Potential ICT Professionals Network Incorporated</i>	<i>\$0.00</i>
<i>Wellington ICT</i>	<i>\$35,000</i>

3. Background

Grants are included in the Annual Plan to provide an appropriate mechanism for the Council to respond to community groups that are undertaking projects that:

- Meet a need identified by the community.
- Align with council's strategic goals and community outcomes.
- Rely to some extent on participation and engagement by community organisations.

Organisations and projects are funded through contracts and contestable grants pools. The contestable pools provide grants that are discretionary, short term and project based in nature. The Council also enters into three year contracts when it has an interest in ensuring particular activities occur that contribute to Council's strategies or policies. For example, community centres are seen as an important part of community infrastructure and their activities are important in building strong communities (the overarching theme of the Social Strategy). In addition, the Council has an ownership interest in many of the community centres.

The Strategy and Policy Committee agreed to a re-configured grants framework (April 2005) in which organisations whose activities directly contribute to Council's strategic or policy goals would be funded through a *detailed* contractual arrangement with three year reviews of the funding.

Three year funding support is of particular benefit for community organisations working towards building strong communities through strengthening capacity in Wellington's Social and Cultural sectors. There are some organisations that are critical to Wellington, contribute to Wellington's sense of place and are part of the city's infrastructure. These are organisations that are sustainable in the long term but need some financial support and some certainty. An example might be Vector Orchestra or Wellington Free Ambulance.

Organisations funded by the Council through three year contracts need to meet the general grants criteria and also that:

- The organisation is well-established and with some Council funding is sustainable in the long-term.
- The organisation is generally regarded as a feature of Wellington's infrastructure or unique sense of place.
- The Council does not wish to influence its day to day activities but has a strong interest in the outcomes of the organisation.
- A partner relationship is beneficial.

As part of the implementation of the grants framework contracts are fully reviewed every three years. It was also agreed that in some cases a long term project that is facing serious financial or governance challenges would be moved to the contestable pool while solutions are found.

Community ICT

In June 2009 the Council decided to change the way it supported community ICT and agreed not to renew the existing contract with the Wellington 2020 Trust (beyond 30 June 2010), for delivery of a web platform (Wellington Community Net). At the same time Council ring-fenced \$50,000 per annum, within the grants pool, to ensure a continued web presence for Wellington City community organisations. The changed funding provision required that alternative models of support be considered and favoured the voluntary sector making more effective use of other providers.

Expressions of interests were sought from organisations (via public notices) to deliver services that would assist Wellington based not for profit community groups to develop and maintain a web presence.

A number of expressions of interest were received which translated into three firm applications for funding. These applications are from The Peoples Times, Unlimited Potential and Wellington ICT.

Applicants for community ICT contract funding were asked to consider how they could provide tools and support for groups to develop and manage their own web presence. In particular they were asked to outline what activities partnerships they already have in place to bring to the project. Activities could include training, workshops, and seminars or web based tools. Officers also considered technical capabilities required and where and for whom the organisations proposed to deliver the programmes.

Council officers recommended to the Grants Subcommittee that they allocate \$35,000 to Wellington ICT to develop and support a Web-rider project and that \$15,000 is available for future ICT projects that support a web presence for community groups.

Community Centres

The Council is proposing (through the draft Annual Plan) to amend the way funding is allocated to community centres during the current contracts review process (see Appendix 4). In this proposal no centre will receive less under the proposed methodology but allocation of funding would be considered on a more equitable basis compared to the current historical ad hoc allocations.

We currently allocate \$418,192 to 16 community centres through contract funding and are proposing and increase the funding to \$622,058. This proposed allocation also considers operational funding for community facilities in Churton Park and new funding for the New Crossways Trust.

The proposed allocation of funding is part of the draft Annual Plan deliberations and will not be confirmed until adoption of the Annual Plan (June 2010)

General Contracts

Overall there are 52 organisations that are funded through contracts for service with 9 organisations being reviewed as their contracts expire 30 June 2010. Three organisations are seeking new funding through the general contracts (Newtown Festival, Wesley Community Action and Challenge 2000).

Council officers are recommending moving two organisations to the contestable pool for consideration as a better fit.

This paper makes recommendations as to which organisations should be funded through negotiated agreements for 2010-2013 financial years.

4. Discussion

4.1 Rationale for decision making

The following principles and criteria have been derived from the framework and its rationale. They have been developed as a guide for the recommendations contained in this paper, officers applied the following rationale in their decision making.

Health Check

The organisations completed a self-assessed health check as part of the application process. Officers ratified this self-assessment by reviewing the supporting documentation provided by the applicants and through asking questions at a meeting with each organisation. Before recommending an organisation for contract funding, officers satisfied themselves that each organisation scored a rating of at least '3' in each assessment area. Officers also looked to see that organisations were addressing any areas that they had identified as weaknesses.

Contract funding criteria

In November 2005, Council reviewed and made changes to the Grants Framework. One of those changes was to establish the provision to fund organisations on the basis of a three-year contract. A number of organisations that the Council had an existing funding relationship with were invited to enter into such a contract. These came into effect from July 2007 and would be reviewed in 2010. Under the Grants Framework, the rationale for funding an organisation on a three-year contract centres on the following two criteria:

- Activities that represent core business of the Council or directly contribute to Council's strategic or policy goals.
- This includes activities that the Council has an interest in influencing

4.2 Application Assessment

Officers assessed whether the each organisation qualified for contract funding using the above criteria and the information contained in Appendix Three.

Meeting strategic priorities

In the application form, organisations were asked to specify the activities that they would deliver with Council funding over the period of the three year contract. These activities were assessed against the Council's three-year priorities in its' 2009-19 Long Term Council Community Plan.

Other criteria

In the application form, organisations were asked to demonstrate how they do or will work in partnership with other organisations and the Council, how they evaluate their activities and their commitment to the Treaty of Waitangi.

4.3 Allocation of funding

The recommendations from the Grants Subcommittee are included in recommendation three.

There was no increased funding to the contracts pool for distribution in this contract round and significant changes in the level of funding for organisations were not possible. In distributing the available funds, officers took the following approach:

1. Firstly, organisations needed to pass the health check, meet the criteria of contract funding and be requesting funding for activities that have a strong fit with Council's strategic priorities.
2. Secondly, for the remaining organisations, officers recommended funding levels that they believe was appropriate for each organisation, given the total funding available. In some cases, organisations were funded to the level that they requested. In the case of cultural organisations, it was decided that each qualifying organisation would be offered a 10% increase of their existing funding level.
3. Thirdly, organisations that were invited to apply for funding for the first time were assessed against the above criteria alongside the other organisations. Officers have recommended that several of these organisations do receive contract funding.

Overall there are 28 organisation requesting funding through three year contracts with \$1,318,091 available for allocation (this includes \$50,000 ring-fences for community ICT and \$680,451 for community centres).

The Grants Subcommittee recommends moving two organisations to the contestable pool and to hold \$15,000 for possible future funding bids to support groups to have a web presence.

5. Conclusion

The Strategy and Policy Committee is asked to approve the decisions of the Grants Subcommittee in the allocation of the three year grant funding contracts by Wellington City Council.

Contact: *Councillor Stephanie Cook, Chair of the Grants Subcommittee*
Contact Officer: *Jenny Rains, Manager, City Communities and Grants*

Supporting Information

1) Strategic Fit / Strategic Outcome

WCC grants are allocated to support outcomes from the Cultural, Social, Economic and Environmental strategic areas.

2) LTCCP/Annual Plan reference and long term financial impact

The Cultural grants come under project C661, the Environmental grants under project C652, the Social & Recreational grants under C678

3) Treaty of Waitangi considerations

Any grants application that could have implications for Maori are referred to WCC Treaty Relations Staff for recommendations.

4) Decision-Making

This is not a significant decision.

5) Consultation

a) General Consultation

The Grants Team have discussed with appropriate Council officers prior to presentation to the Subcommittee. Applicants and persons or organisations referred to in the applications and others may be spoken to for comments where appropriate.

b) Consultation with Maori

No external consultation has occurred

6) Legal Implications

N/A

7) Consistency with existing policy

Grants have been created to assist community initiatives in line with Council strategy.

Appendix 1: Extract from the draft minutes of the Grants Subcommittee meeting of 25 March 2010



GRANTS SUBCOMMITTEE

MINUTES

THURSDAY 25 MARCH 2010

9.15AM – 10.33AM
10.47AM – 12.45PM
1.05PM – 1.33PM

Committee Room Two
Ground Floor, Council Offices
101 Wakefield Street
Wellington

PRESENT:

Councillor Ahipene-Mercer (9.17am-10.33am, 10.47am-12.45pm, 1.08pm-1.09pm, 1.12pm-1.33pm)
Councillor Cook (Chair) (9.15am-10.33am, 10.47am-12.45pm, 1.05pm-1.33pm)
Councillor Gill (9.15am-10.33am, 10.47am-12.45pm, 1.10pm-1.11pm, 1.13pm-1.33pm)
Councillor Pannett (9.15am-10.33am, 10.47am-12.45pm, 1.05pm-1.33pm)
Councillor Wain (9.15am-10.33am, 10.47am-12.45pm, 1.05pm-1.33pm)

APOLOGIES:

Mayor Prendergast

IN ATTENDANCE:

Councillor Best (9.15am-10.33am, 10.50am-11.47am)

IN ATTENDANCE (DEMOCRATIC SERVICES):

Keegan Bartlett, Committee Advisor

004/10KG **DEPUTATIONS**
(1215/52/03/IM)

NOTED:

1. Ross Davis and a delegation from the Boys and Girls Institute New Zealand provided the Subcommittee with an introduction to its services and their individual roles within the organisation.

TABLED, presentation containing photographs of the Boys and Girls Institute, labelled 004/10KGA.

TABLED, 'BGI 117th Annual Report 2008/09', labelled 004/10KGB.

2. Anne Dunlop representing the Karori Community Centre addressed the Subcommittee in relation to their community centre grant funding application. Mrs Dunlop noted that the centre is looking for funding to support its youth activities.

TABLED, supplementary material, labelled 004/10KGC.

3. Richard Wyles representing the People's Times provided the Subcommittee with additional details on their grant funding application. Mr Wyles noted that the People's Times was launched following the Government's digital strategy work and has continued with funding from Auckland and Christchurch City Councils. Mr Wyles provided the Subcommittee with details of the different online community spaces available through their service. Mr Wyles noted that 132 communities are currently engaged in the Wellington-based service.

TABLED, supplementary material, labelled 004/10KGD.

TABLED, PowerPoint presentation, labelled 004/10KGE.

4. Bill Southworth and Patrick McCombs representing the New Crossways Community Centre addressed the Subcommittee in relation to their community centre grant funding application. Mr Southworth provided the Subcommittee with an explanation of the specific challenges faced by the New Crossways Community Centre and noted that unlike other community centres, New Crossways is required to pay rates as part of its commercial rent. Mr Southworth and Mr McCombs asked that these issues be taken into account in the community centre grant funding criteria.

5. Mike Collett representing the Johnsonville Community Centre addressed the Subcommittee in relation to their community centre grant funding application. Mr Collett provided the Subcommittee with feedback on the process by which Wellington City Council Officers had supported the Johnsonville Community Centre. Mr Collett advised that though the building is Council-owned, it has been extended by the community centre to support their operations. The Johnsonville Community Centre operates a child care centre and an after-school care programme. Mr Collett noted that the funding would contribute to the wage bill arising from these programmes.
6. Greg Thomas and Mary Morris representing the Katherine Mansfield Birthplace Trust addressed the Subcommittee in relation to their grant funding application. Mr Thomas explained the significance for New Zealand literature of Katherine Mansfield's Birthplace at 25 Tinakori Road. Mr Thomas noted the heritage building has extensive maintenance cost and will be in need of a new roof. Mr Thomas and Ms Morris discussed the contribution to Wellington's Rugby World Cup 2011 tourism programme.
7. Kitty McKinley and a delegation from Challenge 2000 addressed the Subcommittee in relation to their grant funding application. Ms McKinley noted that the organisation works with 2000-2500 young people from across Wellington, including intensive work with about 125 young people involved in Challenge 2000's respite care programme. Ms McKinley and several young people who participate in Challenge 2000 provided the Subcommittee with a background to the services offered by Challenge 2000 and its involvement with community organisations and local businesses.
8. Jonathan Cobb representing the Wellington Activity Centre addressed the Subcommittee in relation to their grant funding application. Mr Cobb thanked the Wellington City Council for their support over the previous three years. Mr Cobb provided the Subcommittee with examples of stories and poetry written by students at Wellington Activity Centre. The Subcommittee discussed with Mr Cobb the risks to alternative education funding from central government as has recently been reported in the media, and how this might affect the centre.

TABLED, supplementary material, labelled 004/10KGF.

(The meeting adjourned for morning tea at 10.33am.)

(The meeting reconvened at 10.47am.)

(Councillors Ahipene-Mercer, Cook, Gill, Pannett and Wain were present when the meeting reconvened.)

(Councillor Best returned to the meeting at 10.50am.)

9. Martin Hanley representing the Newtown Festival Committee addressed the Subcommittee in relation to their grant funding application. Mr Hanley shared a video and photographs from the 2010 Newtown Festival, where an estimated crowd of about 70,000 people attended. Mr Hanley discussed the multi-cultural and socio-economic diversity present in the Newtown area and how the Newtown Festival encapsulates this. Mr Hanley provided the Subcommittee with details on how to encourage more local businesses to cooperate with the Newtown Festival.

TABLED, supplementary material, labelled 004/10KGG.

TABLED, presentation containing photographs of the Newtown Festival 2010, labelled 004/10KGH.

005/10KG PUBLIC PARTICIPATION
(1215/52/03/IM)

NOTED:

1. Bernie Harris representing the Federation of Wellington Residents' and Progressive Associations addressed the Subcommittee in relation to the overall grants funding policy. Mr Harris suggested ways that Wellington City Council could utilise existing community resources and reflected on existing Council funding mechanisms for residents' and progressive associations. Mr Harris explained how the Subcommittee should be taking into account the effectiveness and outcomes of the services provided by grant applicants, rather than focusing on its finances.
2. Tom Law and Peter Frater representing the Newtown Community and Cultural Centre addressed the Subcommittee in relation to their grant funding application. Mr Law briefed the Subcommittee on the operations of the Newtown Community and Cultural Centre, including how a structure of governance and management has been put in place by the centre's management committee. Mr Frater provided the Subcommittee with background on some of the programmes run by the Newtown Community and Cultural Centre. Mr Frater noted the importance of business acumen in meeting the administrative requirements of centres like in Newtown.

006/10KG **REVIEW OF THREE YEAR FUNDING CONTRACTS** (11.20am-1.21pm)
 Report of Jenny Rains, Manager – City Communities and Grants.
 (1215/52/03/IM) (REPORT 1)

(Councillor Best left the meeting at 11.47am.)

(The meeting adjourned for lunch at 12.45pm.)

(The meeting reconvened at 1.05pm.)

(Councillors Cook, Pannett and Wain were present when the meeting reconvened.)

(Councillor Ahipene-Mercer returned to the meeting at 1.08pm.)

(Councillor Ahipene-Mercer left the meeting at 1.09pm.)

(Councillor Gill returned to the meeting at 1.10pm.)

(Councillor Gill left the meeting at 1.11pm.)

(Councillor Ahipene-Mercer returned to the meeting at 1.12pm.)

(Councillor Gill returned to the meeting at 1.13pm.)

Moved Councillor Cook, seconded Councillor Pannett, the substantive motion with the following amendment:

2. Agree to fund the applicants as listed in Appendix Five of the officer's report.
Recommend that the Strategy and Policy Committee:
 - a) Agree to fund the three-year grant contracts as below:

Organisation	Amount
Community Centre Contracts	
Aro Valley Community Centre	\$40,821
Brooklyn Community Association	\$38,464
Brooklyn Community Resource Centre	\$25,380
Churton Park	\$35,713
Hataitai Collective & Community House	\$37,001
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Wellington Boys and Girls Institute Inc	\$90,000
Wellington People's Centre Inc	\$ 0.00
ZEAL (Under Body & Soul Trust)	\$80,000
New Contracts	
Challenge 2000	\$40,000
Newtown Festival	\$40,000
Wesley Community Action (Wesley Wellington Mission Inc.)	\$ 0.00
The People's Times	\$ 0.00
Unlimited Potential ICT Professionals Network Incorporated	\$ 0.00
Wellington ICT	\$35,000

The substantive motion, as amended, was put and declared **CARRIED**.

RESOLVED:

THAT the Grants Subcommittee:

1. *Receive the information.*
2. *Recommend that the Strategy and Policy Committee:*
 - a) *Agree to fund the three-year grant contracts as below:*

<i>Organisation</i>	<i>Amount</i>
<i>Community Centre Contracts</i>	
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<i>Wesley Community Action (Wesley Wellington Mission Inc.)</i>	<i>\$ 0.00</i>
<i>The People's Times</i>	<i>\$ 0.00</i>
<i>Unlimited Potential ICT Professionals Network Incorporated</i>	<i>\$ 0.00</i>
<i>Wellington ICT</i>	<i>\$35,000</i>

NOTED:

The resolution differs from the recommendations in the officer's report as follows:

The Committee added the text in **bold**.

007/10KG **C. H. IZARD BEQUEST** (1.21pm-1.33pm)
 Report of Mark Farrar, Senior Advisor and Team Leader, Grants
 (1215/52/03/IM) (REPORT 2)

Moved Councillor Cook, seconded Councillor Ahipene-Mercer, the substantive motion with the following amendment:

Appendix 2: Generic Grants Criteria

1. Project makes a positive contribution to achieving the Council's Strategic Outcomes and Points of Difference as listed in the Council's current Annual Plan.
2. Project is Wellington based and primarily benefits the people of Wellington (exceptions may be made for projects based elsewhere in the region but which significantly benefit residents of Wellington City).
3. Applicant is a legally constituted community group or organisation, not an individual or individuals.
4. Applicant group provides evidence of (or, if a new group, systems for): sound financial management, good employment practice (where applicable), clear and detailed planning, clear performance measures, demonstrated ability to report back on past funding as appropriate.
5. Projects will not be funded for the same purpose more than once in any financial year.
6. Failure to report adequately on past Council funding can result in a group being considered ineligible for future funding.
7. Project is physically and financially accessible either by a wide range of persons or by the intended users.
8. Project shows evidence of community support, collaboration and building partnerships with other organisations (e.g. letters of support from other organisations/leaders).
9. Applicant must demonstrate that the project expands the capacity, range or level of similar types of services in the community and that there was user input into identifying the need for the project.
10. The principal intent of the project is not for private or commercial pecuniary gain, though it may be that such gains occur as a side effect of the project.
11. Application demonstrates an awareness of the Treaty of Waitangi, in particular when involving Mana whenua and Taura Here.