

From: [BDC_Lgoima](#)
To: [REDACTED]
Subject: Official Information Request for Teams Projects - Further information Ref: OIA 063/23
Date: Tuesday, 15 August 2023 2:56:00 pm
Attachments: [image002.png](#)
[image005.png](#)

Dear [REDACTED]

Further to our below email of Thursday 10 August, please find answers to questions 1 and 2 as follows:

1. Has all of the \$1,183,209 paid to Team Projects come from external funding? If not, how much has come from ratepayers?
 - A total of \$65,657.00 has been paid from budgets that are ratepayer funded:
 - i. PMO GAP Analysis \$18,468.00.
 - ii. PMO services to various ratepayer funded projects \$47,189.00
2. The council says no procurement plan was approved before Team Projects was engaged. However, the second part of my question was not answered: **If there was no approved procurement plan, why not?**
 - This query has been answered previously (Ref: 026/23)

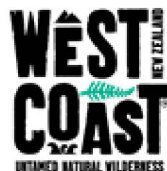
Kind regards

Sean Judd | Acting Chief Executive Officer
DDI 03 788 9614 | Mobile 022 31 00 883 | Email sean.judd@bdc.govt.nz

Buller District Council | Phone 0800 807 239 | bullerdc.govt.nz
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From: BDC_Lgoima
Sent: Thursday, August 10, 2023 4:59 PM
To: [REDACTED]
Subject: Official Information Request for Teams Projects - Further information Ref: OIA 063/23

Dear [REDACTED]

We refer to your official information request dated 14 June 2023 for further questions around

the Project Management Office.

Buller District Council are granting your request in part, namely information which relates to Questions 3 - 13.

The remaining information regarding Question 1 and 2 will be sent to you in a reasonable timeframe.

1. Has all of the \$1,183,209 paid to Team Projects come from external funding? If not, how much has come from ratepayers?
 - Requires further information and context for completeness
2. The council says no procurement plan was approved before Team Projects was engaged. However, the second part of my question was not answered: **If there was no approved procurement plan, why not?**
 - Requires further information and context for completeness
3. Why was no contract signed with Team Projects until two months after they began working for council?
 - Teams Projects have had various SFA's from 2021 through until now.
4. The contract estimated Team Projects would work for council two to three days a week, for about three months. Clearly this has been extended. Has the contract been updated? If not why not?
 - Your assumption is correct, and the contract was extended.
5. Why do 24 invoices from Team Projects have no details of the projects they were charged to?
 - All invoices have details including the summary supplied.
6. Why were there no order numbers on invoices until almost a year after Team Projects started working for council?
 - This is due to our new Electronic Purchasing Order (EPO) system only being integrated in 01/09/2022, as prior to this BDC had a manual system that included using a standing PO for some contracts.
7. Why does Team Projects provide no work plans to council? Without work plans, how does council control what Team Projects plans to do?
 - Work plans are not the sole control mechanism for consultants/contractors. Council uses SFA's that outline the scope and nature of services for each consultant/contractor, ensuring effective control and deliverables.
8. Why did council provide no performance requirements to Team Projects?
 - All consultants/contractors, including Team Projects, have a scope and nature of services that are outlined in their SFA's or Contracts. these managed by their reporting managers.
9. Are the Projects in Partnership reports provided to council compiled just by Team Projects or collectively by the Project Management Office/council staff?
 - Team Projects staff and consultant/contractors collectively contribute to the Projects in Partnership (PiP) reports presented to the PiP committee.
10. When and where did council last advertise for a PMO lead and how many applications did it receive? Why did it make no appointment?
 - Manager Project Management Office – November 2021.
 - Manager Project Management Office – April 2022.
 - PMO Lead – November 2022.
 - No appoint was made due to the poor calibre of applicants.
11. When and where did council last advertise for an RTS manager and how many applications did it receive? Why did it make no appointment?

- The RTS manager role wasn't advertised due to the low quality of past applicants for similar positions. Instead, consultants have been hired at different times to fill the role.
12. Council says budgets have been established as part of various funded projects, but I'm unclear whether council has any budget for Team Projects' work on these projects. If it doesn't, why not?
- BDC fund the PMO through a fixed percentage charge across all projects.
13. Is a cost of more than \$59,000 a month for Team Projects justifiable, compared to the cost of employing permanent staff?

There are advantages and disadvantages when it comes to employing permanent staff or utilising contractors.

BDC like many other council's often struggle to attract suitably qualified staff for specialised roles.

Whilst a contractor rate is often higher than that of a permanent staff member, council does not have to consider costs such as Kiwi Saver contributions, holiday or sick leave balances and we are able to target specific skills sets.

Another advantage being that much of the work being undertaken by the PMO is only for a finite time and as this work comes to an end, so do the relevant contracts

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact the Buller District Council by return email to lgoima@bdc.govt.nz.

Please note that it is our policy to proactively release our responses to official information requests where possible. Our response to your request will be published shortly at <https://bullerdc.govt.nz/district-council/your-council/request-for-official-information/responses-to-lgoima-requests/> with your personal information removed.

Kind regards

Sean Judd | Acting Chief Executive Officer
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From: [Steve Gibling](#)
To: [REDACTED]
Cc: [BDC Lgoima](#); [REDACTED]
Subject: LGOIMA response 063/23
Date: Thursday, 19 October 2023 2:26:37 pm
Attachments: [image002.png](#)

Kia ora [REDACTED]

As discussed this morning, it appears as there was a simple oversight on the lack of a response. My apologies for this on behalf of the team and I hope this concludes your request.

- Did we go to market ?
 - Yes

- Who did we advertise with and when?
 - We ran four recruitment rounds in July 2021, November/December 2021, February and March/April 2022
 - Westport News – 8 and 21 July 2021
 - Seek Website – 8 July 2021, 17 Nov 2021, 22 March 2022
 - BDC website – 16 Nov 2021, 17 Jan 2022, 22 March 2022

- How many applications did we receive?
 - July 2021 – 8 Applications
 - December 2021 – 6 Applications
 - Feb 2022 – 3 Applications
 - April 2022 – 7 Applications

Regards,

Steve

Steve Gibling | Chief Executive Officer
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