



## DEPARTMENT OF CORRECTIONS

ARA POUTAMA AOTEAROA

### Role Description: Member of Social Impact Fund Allocation Committee

#### Background

The Social Impact Fund Allocation Committee (SIFAC) is a newly established body resulting from the Board of Inquiry (BOI) hearing relating to the planning designation for the new men's prison to be located at Wiri, Manukau. The BOI's decision included the following conditions:

Condition 55 *"The Minister shall establish a Social Impact Fund Allocation Committee whose purpose is to allocate, review and oversee the funds made available by the Minister under condition 52(d) for the purposes recommended to it from the Community Impact Forum (CIF) and/or the Tangata Whenua Committee."*

Condition 55(a) *"The SIFAC shall be chaired by the chairperson appointed to the CIF."*

Condition 55(b) *"There shall be no more than 7 members of the SIFAC of whom at least 2 shall be appointed by the Minister (one of whom shall be appointed in consultation with the Minister of Maori Affairs), at least 2 shall be appointed by the Council, and up to 2 may be co-opted by the SIFAC following its establishment."*

In establishing the SIFAC, CIF and Tangata Whenua Committee (TWC) the Board was endeavouring to establish a structure that would ensure suitable consideration and mitigation of any effects of the Prison. The Board advised in its decision:

*"We have considered the various proposals put forward and decided that a tripartite structure is most likely to be effective, being the CIF, TWC, and a committee responsible for final allocation decisions about the use of the social impact fund. That committee, to be known as the Social Impact Fund Allocation Committee (SIFAC) will be chaired by the chairperson of the CIF ..... will receive recommendations for funding from the CIF, and determine the project priorities and scheduling for allocations from the fund..."*

For more information on the new men's prison please refer to the Department's website:

[http://www.corrections.govt.nz/news-and-publications/wiri\\_project.html](http://www.corrections.govt.nz/news-and-publications/wiri_project.html)

#### Purpose of Role

The purpose of the SIFAC is to allocate, review and oversee funds made available to address social and/or cultural effects.

The establishment of this annual fund of “at least \$250,000” is for the purposes of appropriately avoiding, remedying or mitigating identified social and/or cultural effects directly attributable to the Auckland Region Women’s Corrections Facility (ARWCF) and the Men’s Corrections Facility (MCF).

Secretariat services for the SIFAC will be provided by the Community Liaison Manager (CLM), a Department employee.

### **Term of Office**

The SIFAC members shall be appointed for a term of three years.

### **Remuneration**

Under the Cabinet Office Fees Framework the SIFAC has been assessed as a Group 4, level 1 body. This equates to a daily fee for non-government SIFAC members of \$375-\$640. The Minister of Corrections has approved a daily rate of \$450.

### **Key Responsibilities**

- Evaluate and prioritise the recommendations of the CIF and TWC regarding the use of the Social Impact Fund.
- Interpret the SIMP to ensure that the decisions made will best address the social and cultural effects of the two correctional facilities.
- Communicate clearly to the CIF and TWC the reasoning for decisions made.
- Support the SIFAC Chairperson as required in preparing the annual report on the SIFAC’s activities for the Minister and the Department.
- Support the SIFAC Chairperson as required in meeting any other reporting obligations as agreed.

### **Criteria for appointment**

#### **Knowledge and experience**

- Understanding of the Conditions relevant to their duties.
- Proven ability to make balanced and reasonable decisions.
- Proven ability to write in a concise and accurate manner.
- Experience in a decision-making role.
- Ability to cope with stressful situations and balance competing needs and views.
- Demonstrate interest and experience working with community based committees.

#### **Decision-making and analytical skills**

- Demonstrate financial acumen.
- Contribute and lead to sound, balanced and defensible decision making.
- Remain open minded and be willing to put aside their own opinions.
- Assimilate and assess competing information.
- Thoroughly analyse the information and quickly identify facts, opinions and key issues.
- Recognise when further critical information is required.

## **Environmental awareness**

- An awareness, sensitivity and commitment to the principles of the Treaty of Waitangi and the role of both mana whenua and tangata whenua.
- Sensitivity and awareness of diversity within communities.
- Sensitivity and awareness of community and social issues.
- Ability to manage competing interests and work with a wide range of stakeholders with diverse and sometimes conflicting views.
- Ability to listen, articulate and understand others.