

Agenda

Rārangi Take

**Kaipara Moana Remediation Joint Committee
Monday 15 November 2021 at 09:30am**



Kaipara Moana Remediation Joint Committee Agenda

Meeting to be held remotely
on Monday 15 November 2021, commencing at 09:30am

Recommendations contained in the agenda are NOT decisions of the meeting. Please refer to minutes for resolutions.

NGĀ MANA WHAKAHAERE (MEMBERSHIP OF THE KAIPARA MOANA REMEDIATION JOINT COMMITTEE)

Te Rūnanga o Ngāti Whātua Tame Te Rangi	Deputy Chair Penny Smart	NRC Councillor Amy Macdonald
Auckland Council Councillor Daniel Newman	Ngā Maunga Whakahī o Kaipara, Cherie Povey	Auckland Council Councillor Greg Sayers
Ngā Maunga Whakahī o Kaipara, Jane Sherard	Te Rūnanga o Ngāti Whātua Virginia Warriner	Te Uri o Hau Malcolm Welsh
NRC Councillor Joce Yeoman	Rodney Local Board Member Danielle Hancock	Te Uri o Hau Georgina Connelly

KARAKIA / WHAKATAU

RĪMITI (ITEM)	Page
1.0 HOUSEKEEPING	
2.0 NGĀ WHAKAPAHĀ (APOLOGIES)	
3.0 NGA WHAKAPUAKANGA (DECLARATIONS OF INTEREST)	
4.0 WHAKĀE NGĀ MINITI (CONFIRMATION OF MINUTES)	
4.1 Confirmation of Minutes - 20 September 2021	3
5.0 NGĀ RĪMITI (ITEMS)	
5.1 Procurement of the Kaipara Moana Remediation Freshwater Management Tool	8
5.2 Financial Status and Minor Budget Adjustments	15
5.3 Kaipara Moana Remediation Joint Committee Meeting Schedule February to December 2022	25
5.4 Progress Report by Acting Pou Tātaki	
Attachment 1 Progress Report by Acting Pou Tātaki	27

TITLE: Confirmation of Minutes - 20 September 2021

From: Sandra Harris, Administrator Kaipara Maurikura

Authorised by Alan Wilcox, Acting Pou Tātaki, on 09 November 2021
Group Manager/s:

Ngā mahi tūtohutia / Recommendation

That the minutes of the <<enter meeting name>> meeting held on <<enter date>>, and the <<enter meeting name>> meeting held on <<enter date>> be confirmed as a true and correct record.

Attachments/Ngā tapirihanga

Attachment 1: Confirmation of Minutes - 20 September 2021

Kaipara Moana Remediation Joint Committee
20 September 2021

Kaipara Moana Remediation Joint Committee Minutes

Meeting held in the remote capacity via Livestream
on Monday 20 September 2021, commencing at 09:30am

Tuhinga (Present):

Deputy Chair, Chair Penny Smart
Te Rūnanga o Ngāti Whātua Tame Te Rangi
NRC Councillor Amy Macdonald
Auckland Council Councillor Daniel Newman
Ngā Maunga Whakahī o Kaipara, Cherie Povey
Auckland Council Councillor Greg Sayers
Ngā Maunga Whakahī o Kaipara, Jane Sherard
Te Rūnanga o Ngāti Whātua Virginia Warriner
Te Uri o Hau Malcolm Welsh
Te Uri o Hau Willie Wright
NRC Councillor Joce Yeoman
Rodney Local Board Member Danielle Hancock

I Tae Mai (In Attendance):

Full Meeting

Alan Wilcox – Acting Pou Tātaki
John Hutton – Strategic Business Manager Kaipara Maurikura
Duncan Kervell - Land and Catchments Projects Contractor
Sandra Harris – Administrator Kaipara Maurikura

Part Meeting

Malcolm Nicolson - NRC

The Chair declared the meeting open at 10.00am.

Karakia Timatanga and Whakatau

The Chair extended a welcome to new Joint Committee member Danielle Hancock, Rodney Local Board Member.

Ngā whakapahā/Apologies (Item 1.0)

There were no apologies.

Nga whakapuakanga (Declarations of Conflicts of Interest)

It was advised that members should make declarations item-by-item as the meeting progressed.

Kaipara Moana Remediation Joint Committee
20 September 2021

Confirmation of Minutes - Kaipara Moana Remediation Joint Committee - 22 July 2021 (Item 4.1)

Report from Sandra Harris, Administration Kaipara Moana Remediation Programme

Moved (Smart / Macdonald)

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 22 July 2021, be confirmed as a true and correct record.

Carried

Secretarial Note: Amendments were noted on Mover and Seconder 4.1, 5.1

Whenua Whānui Fund (Item 5.1)

Report from Emily Peng, Alan Wilcox Associates

Ngā tūtohu / Recommendation(s)

Moved (Sherard / Smart)

1. That the report 'Whenua Whānui Fund' by Emily Peng, Alan Wilcox Associates and dated 13 September 2021, be received.
2. That the revised name for the grant scheme, 'Whenua Whānui Fund', be adopted, formerly known as 'Hapu and Community partnership Scheme'.
3. That the key principles and criteria for the Whenua Whānui Fund are adopted.
4. That for the current financial Year all applications for funding under this scheme will be brought to the Joint Committee for its approval.

Carried

Secretarial Note: Amendments were made to resolutions 2, and 4 following conversation of the Joint Committee members.

Kaipara Moana Remediation Joint Committee
20 September 2021

In-Kind Contribution Process (Item 5.2)

Report from Sana Lavai Motlagh, Alan Wilcox Associates

Moved (Wright / Warriner)

1. That the report 'In-Kind Contribution Process' by Sana Lavai Motlagh, Alan Wilcox Associates and dated 13 September 2021, be received.
2. That the 'Qualifying In-kind Contributions' under Appendix 1 be approved.
3. That a set of rules be developed for a graduated system to quantify in-kind contributions.
4. That the KMR consults representatives of contributor groups to ensure the in-kind contribution process is effective and equitable.
5. That the approach taken be submitted to the Ministry for the Environment for its consideration and feedback.
6. That approval by the Kaipara Moana Remediation Joint Committee to amend the in-kind contribution process will be sought if changes are proposed.

Secretarial Note: Amendments were made to resolutions 4 following conversation of the Joint Committee members.

Secretarial Note: the Chair in putting the motion called for an expression of opinion by show of hands.

(Joint Committee members Te Rangi, Smart, Macdonald, Newman, Povey, Sherard, Warriner, Welsh, Wright, Yeoman and Hancock voted in favour. Councillor Sayers voted against)

Kaipara Moana Remediation Programme draft Annual Report (Item 5.3)

Report from John Hutton, Strategic Business Manager, Kaipara Maurikura

Ngā tūtohu / Recommendation(s)

Moved (Macdonald / Sherard)

1. That the report 'Kaipara Moana Remediation Programme draft Annual Report' by John Hutton, Strategic Business Manager, Kaipara Maurikura and dated 13 September 2021, be received.
2. That the 'Draft Annual Report' document, tabled on 20 September 2021, be approved in principle.
3. Delegate to the Chair and Deputy Chair power to approve a final draft of the Annual Report for provision to the Ministry for the Environment, with the ability of the Pou Tātaki to make minor editorial changes prior to publication if required.

Carried

Kaipara Moana Remediation Joint Committee
20 September 2021

Progress Report by Acting Pou Tātaki (Item 5.4)

Report from Alan Wilcox, Acting Pou Tātaki

This report by Alan Wilcox, Acting Pou Tātaki was tabled and discussed at the meeting.

Karakia Mutunga

Whakamutunga (Conclusion)

The meeting concluded at 12.06pm.

UNCONFIRMED

**TITLE: Procurement of the Kaipara Moana Remediation
Freshwater Management Tool**

ID:

From: Tom Stephens, Principal Integrated Catchment, Healthy Waters; Nic Conland, Taiao Natural Resource Management and John Hutton, Strategic Business Manager, Kaipara Maurikura

**Authorised by
Group Manager:** Alan Wilcox, Acting Pou Tātaki, on 08 November 2021

He Rāpopoto hautū / Executive summary

Under the Year 1 Work Plan budget of \$1.544 million was approved to develop a water quality accounting framework tool for the Kaipara Moana Remediation programme (KMR), with an estimated timeframe for delivery of June 2022 (ID: A1382391).

The project capitalises on the development by Auckland Council of the Freshwater Management Tool (FWMT), which presently covers the Kaipara Moana catchment in the Auckland Council area, by expanding that tool to include the balance of the catchment in the Northland Regional Council area. The planned expansion of the FWMT would focus on KMR needs and objectives, particularly reducing sediment loss into Kaipara Moana, with minimal modification of the underlying structure of the FWMT being required.

In the period to 30 June 2021 preliminary work, including formation of a project team, was undertaken with a focus on taking the required build to procurement.

Under the Year 2 Work Plan the project was reconfirmed and budget of \$1.537 million was carried forward into FY2021-22, with a revised timeframe for delivery to December 2022 approved (ID: A1450792). Within the budget are Crown grant contributions of \$1.27 million and Council contributions of \$0.267 million.

The project team have now identified a preferred approach to procurement, which is to negotiate a contract with suppliers Auckland Council presently uses for the development of the FWMT: Morphem Environmental Limited and Paradigm Environmental Limited.

Taking this approach would be an exception to the procurement policy adopted by the Joint Committee for projects over \$250,000, which requires a formal tender and request for quote to be invited by public advertisement, and referral of tenders over \$250,000 to the Joint Committee for approval (ID: A1377614). Approval is therefore sought to negotiate directly with Morphem Environmental Limited and Paradigm Environmental Limited without going to market, noting that procurement processes have been developed to ensure a negotiated contract price is fair and reflects market costs.

Clear benefits have been identified with this approach. The suppliers have worked extensively on the FWMT to date, understand the tool intimately, and have proven capability and success in delivering for Auckland Council. Significant time-saving and cost-saving benefits will result, as new providers would require time and resource to come up to speed with the existing build.

If supported, it is recommended the Chief Executive of the Northland Regional Council is delegated the task of finalising commercial contracts with the preferred suppliers.

It is also recommended the total cost of the build and implementation phase of the project is capped at \$1.2 million, with the balance of the budgeted Crown grant contribution (\$70,000) being held as a contingency. Council contributions (\$267,000) will cover staff time to project manage and provide expert technical advice for the build, and may provide further contingency depending on the

outcome of detailed budget planning. It is also recommended the Pou Tātaki develop a long-term agreement with Auckland Council (Healthy Waters) for the hosting, operation and compatibility of the KMR tool with the broader FWMT programme.

Ngā tūtohu / Recommendation(s)

1. That the report 'Procurement of the Kaipara Moana Remediation Freshwater Management Tool' by Tom Stephens, Principal Integrated Catchment, Healthy Waters; Nic Conland, Taiao Natural Resource Management and John Hutton, Strategic Business Manager, Kaipara Maurikura and dated 8 November 2021, be received.
 2. That a budget cap of \$1.2 million for the development, configuration, and deployment of a digital system for integrated catchment management (the Kaipara Moana Remediation Freshwater Management Tool) is approved.
 3. That the Chief Executive of the Northland Regional Council is delegated the task of finalising commercial contracts with the preferred suppliers Morphem Environmental Limited and Paradigm Environmental Limited.
 4. That the Pou Tātaki develop a long-term agreement with Auckland Council (Healthy Waters) for hosting, operation and maintenance costs associated with the Kaipara Moana Remediation Freshwater Management Tool.
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Horopaki / Context

Under the Year 1 Work Plan budget of \$1.544 million was approved to develop a water quality accounting framework tool for the Kaipara Moana Remediation programme (KMR), with an estimated timeframe for delivery of June 2022 (ID: A1382391).

Under the Year 2 Work Plan the project was reconfirmed and budget of \$1.537 million was carried forward into FY2021-22, with a revised timeframe for delivery to December 2022 approved (ID: A1450792). Within the budget are Crown grant contributions of \$1.27 million and Council contributions of \$0.267 million.

Project overview

The project is designed to capitalise on the development by Auckland Council of the Freshwater Management Tool (FWMT), which presently covers the Kaipara Moana catchment in the Auckland Council area, by expanding the tool to include the balance of the catchment in the Northland Regional Council area. In essence, a KMR version of the Freshwater Management Tool would be developed, or "KMR-FWMT" for short. (It should be noted the project team are keen to work with Kaipara Uri to provide the tool a Kaipara Moana name to recognise the tool's design for and use by KMR).

The planned expansion of the FWMT will focus on KMR needs and objectives, particularly reducing sediment loss into Kaipara Moana, with minimal modification of the underlying structure of the FWMT being required. KMR would build from the existing investment by Auckland Council at no additional cost.

The KMR-FWMT is one of a suite of digital tools being developed for KMR, including a grants management tool (SmartyGrants) and a farm planning tool (Media Suite). The KMR-FWMT will support the farm planning tool and engagement with landowners (and community, marae and hapū groups) by supplying information on:

- "catchment context", being information on existing water quality instream and links between land use activity and coastal outcome; and
 - "catchment priorities", being information on targeted actions of least-cost and feasible, to achieving targeted reductions in contaminant loads to the Kaipara Moana.
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The farm planning tool will, in turn, provide the KMR-FWMT information on where remediation works such as fencing, planting and wetland restoration have been completed. This will allow the KMR-FWMT to supply KMR with “catchment performance” information (i.e., changes to water quality and progress to KMR environmental outcomes from actions in sediment reduction plans). It will also help build the case to continue the KMR programme after the first six years of Crown funding.

In summary, the integrated catchment management solution (KMR-FWMT) looks to provide the core operational and strategic planning functionality needed by KMR to allocate investment efficiently, prove outcome from investment, and deliver robust evidence of future water quality outcomes years before their detection through traditional monitoring-based approaches.

Procurement design steps

In the period to 30 June 2021 preliminary work, including formation of a project team, was undertaken with a focus on taking the KMR-FWMT project to procurement. The project team is led by Nic Conland of Taiao Consulting, and includes the broader FWMT team in Auckland Council’s Healthy Waters, and KMR technical advisor Duncan Kervell.

Work on procurement strategy and design continued from 1 July 2021, involving interviews with KMR, Northland Regional Council and Auckland Council teams to refine FWMT scope to KMR objectives. The procurement team are confident KMR needs will be met, efficiently and with limited risk, through expansion of the FWMT as envisaged.

The project team have also identified a preferred approach to procurement – to negotiate a contract with the suppliers Auckland Council presently uses for the development of the tool: Morphum Environmental Limited and Paradigm Environmental Limited.

This approach does not, however, meet the procurement policy adopted by the Joint Committee for projects over \$250,000, which requires a formal tender and request for quote to be invited by public advertisement, and referral of tenders over \$250,000 to the Joint Committee for approval (ID: A1377614).

Approval is therefore sought to negotiate directly with Morphum Environmental Limited and Paradigm Environmental Limited, and not go more widely to market, noting that procurement processes will be undertaken to ensure a negotiated contract price is fair and reflects market costs (discussed later below).

Tātari me ngā tūtohu / Analysis and advice

Auckland Council development of the Freshwater Management Tool

The FWMT has been developed by Auckland Council to prioritise, account and report on investment for managing improved quality of freshwater and coastal environments. The FWMT supports operational water management requirements, including decisions for investment, consenting, and adaptive management, by helping determine the suite of rural and urban interventions are best suited to achieve water quality targets. It also supports statutory planning under the Resource Management Act and Local Government Act by informing objective, target and limit setting through assessment of ongoing causes of degradation and future outcomes of regulatory decisions.

The Healthy Waters department of Auckland Council leads the FWMT programme. Core development has been undertaken through a long-term contract with a United States-based company (Paradigm Environmental) and New Zealand-based modelling consortium (Morphum Environmental). Funding for the FWMT is provided through Auckland Council’s Long-Term Plan and is planned to run for a decade. This funding is linked to the \$452 million water quality targeted rate budget that Healthy Waters administers. The FWMT programme is also supported by tertiary, Crown and industry researchers across New Zealand with continuous improvement anticipated over

the next decade (e.g., expanded scope, capabilities, resolution and links to coastal, ecological and cultural decision-making).

To date the FWMT development exercise has been split into two components: (1) existing (baseline) state (now completed, reported and reviewed); and (2) future and managed future state (work ongoing, with completion in FY21-22). The FWMT is supported by a wealth of reporting and rigorous external peer review.

The FWMT advances knowledge of catchment water quality and management choices in the Auckland Council area by supplementing State of Environment monitoring (36 locations tested monthly) with region-wide, catchment-based continuous modelling (5,465 catchments with daily records, integrated from mountains to sea). For rural environments, the FWMT will help address the effects of farming intensification, land-use change, development and climate change, as well as legacy degradation of water quality. When its build is completed, the FWMT will identify the optimal mix of feasible interventions to reach water quality targets. That functionality is part of the anticipated delivery for KMR.

KMR-FWMT project requirements

The project team have defined key requirements for the KMR-FWMT, including to:

- Frame purposes and needs of KMR (e.g., deliver robust catchment context, catchment priorities and credible future water quality information for/from sediment reduction plans);
- Ensure the architecture of the build does not preclude future additional needs (e.g., decision-making for improved cultural health, managing future climate change, integration with harbour models);
- Align and leverage from existing FWMT programme outcomes (e.g., datasets, modelling effort, peer-review, reporting and engagement / visualisation platforms);
- Adopt a modular development process, with key deliverable and milestones linked to fixed-cost / timeframe.

As noted, planning for procurement and an approach to build has been undertaken. A request for quote (RFQ) based on Local Government New Zealand templates has been drafted which details requirements of the KMR-FWMT development exercise. The draft RFQ specifies a modular approach to development, centred on: (1) data preparation, (2) model configuration, (3) baseline calibration and validation, (4) scenario optimisation and evaluation, (5) reporting, and (6) training and support. A modular approach helps manage risk of the proposed contract failing to deliver.

The RFQ is accompanied by a risk register and baseline data inventory.

Preferred supplier approach to procurement

As noted, the majority of the development of the FWMT to date has been undertaken by Auckland Council through a long-term contract with Paradigm Environmental and Morphum Environmental. The project team recommend a contract for the KMR is negotiated with these suppliers directly, rather than going more broadly to market as procurement policy requires.

The proposed approach would require the contractors to submit a development quote (“methodology”) in response to the RFQ, which sets out modular costs, staff resourcing, timeframes and deliverables, and which will be subject to commercial negotiation. The methodology will serve as a schedule in a services agreement for the KMR-FWMT development. It should be noted the December 2022 timeframe for completion will need to be negotiated, and it is possible some adjustment to that may be required.

Contracting is recommended in a single agreement, although this will need to be negotiated. A single agreement should help ensure the development exercise suffers minimal interruption, whilst affording contractors and project management team flexibility to respond to challenges.

Contracting is also planned to include resource for modelling contractors to engage in briefings and responses to the Joint Committee, particularly in later stages of model development involving integration with the farm planning tool and broader KMR programme direction.

Cost and value for money

Clear benefits have been identified with the proposed procurement approach. Both suppliers have worked together extensively on the FWMT, understand the tool intimately, and have proven capability and success in delivering for Auckland Council.

Significant time-saving and cost-saving benefits will likely result, as new providers would require time and resource to come up to speed with the existing build. In addition, providers with equivalent skills and experience are not available within the New Zealand market. Building trusted relationships with overseas expert suppliers, particularly in a Covid-19 environment which restricts travel, are problematic.

The cost of services by the providers has been previously tested with the market by Auckland Council, both at the outset of the FWMT build, and on an ongoing basis in relation to other digital build projects Auckland Council is undertaking. If approved, negotiations on cost with the preferred suppliers will take these bench-marked prices into account.

A capped-cost and timeframe requirement is also recommended to strike a reasonable balance between preferred contractor status for the consultants and delivery in time and on-budget.

Technical reference group

A technical reference group is being established to help track and coordinate the different KMR digital build projects, as well as to coordinate across the two councils and Kaipara Uri. The reference group will include representation from the KMR-FWMT development team. Ensuring connectivity, timely and cost-effective delivery of projects, and project integration will be a key focus for the reference group.

Budget cap and apportionment

Project budget of \$1.537 million was set aside under the Year 2 Work Plan, with a timeframe for delivery of December 2022 identified (ID: A1450792). Within this budget are Crown grant contributions of \$1.27 million and Council contributions of \$0.267 million.

It is recommended the total cost of services for the build and implementation phase of the project is capped at \$1.2 million, and that the balance of the budgeted Crown grant contribution (\$70,000) is held as a contingency.

Budgeted Council contributions to the project (\$267,000) will cover in-kind staff time to project manage and provide expert technical advice for the build. Some of this budget may be required for specialist contracted advice, such as peer review and product testing. In addition, some of the Council contribution can be held as contingency for the build. Detailed budget planning to confirm this will depend on negotiation outcomes with the preferred suppliers.

Next steps

If the proposed procurement approach is approved, it is recommended the Chief Executive of the Northland Regional Council is delegated the task of finalising commercial contracts with the preferred suppliers, with support by the project team.

It is also recommended the Pou Tātaki develop a long-term agreement with Auckland Council (Healthy Waters) for the future hosting, operation and maintenance of the tool.

Considerations

1. **Aromātai whāinga haumi mō te oranga / Wellbeing Investment objectives and assessment**

The proposed digital build is assessed as being vital to provide efficiency and effectiveness for KMR. Having effective digital tools available for catchment planning and strategic investment decision making is essential to target sediment reduction plans, farm advisory and engagement programmes for the KMR. By supporting sediment reduction plans and investment decision-making, the KMR-FWMT will maximise environmental and employment and related social and cultural outcomes.

2. **Ngā ritenga take pūtea / Financial implications**

Project budget of \$1.537 million has been set aside under the Year 2 Work Plan, comprising Crown grant contributions of \$1.27 million and Council contributions of \$0.267 million. No further budget is sought. It should be noted project timeframes to the end of 2022 (and therefore into FY2022-23) are anticipated and will require some budget to be carried forward into the Year 3 Work Plan. Having budget set aside now provides project certainty.

3. **Ngā hiranga me ngā hononga / Significance and Engagement**

In relation to section 79 of the Local Government Act 2002, the decisions arising from this report are considered to be of low significance when assessed against Northland Regional Council's significance and engagement policy. This does not mean that this matter is not of significance to tangata whenua and/or individual communities, but that the joint committee is able to make these decisions without undertaking further consultation or engagement.¹

4. **Ngā tūraru me ngā mauru / Risks and mitigation**

There are a number of risks in any digital build project which need to be managed. Capitalising on and expanding an existing and successful investment by Auckland Council, underpinned by a modular development process with oversight by a technical reference group, offers a robust risk management processes.

The preferred providers Morphum Environmental and Paradigm Environmental have proven capability and experience at delivering the FWMT for Auckland Council. Healthy Waters staff are actively involved in supporting the KMR and will continue to be closely involved in the project team.

5. **Ngā whāinga mō āmuri / Next steps**

If approved, and if contractual arrangements can be finalised with the preferred providers in December 2021, it is anticipated a relatively rapid development can be undertaken with baseline output of current environmental state anticipated by mid-2022. Completion of optimised action planning – i.e., being able to model the best type and location for remediation works in the catchment – will depend on the completion of that functionality for Auckland Council in the parent FWMT, which is well progressed. Provide that functionality to the KMR by the end of 2022 is possible, but a revision of timeframes into early 2023 may be required depending on negotiations with the preferred providers.

¹ This joint committee operating under the Local Government Act which requires a significance and engagement policy (which identifies when matters require special consultation with tangata whenua and the community) and to have regard to that policy when making decisions. As the administrative support for the joint committee is provided by the Northland Regional Council, it is that council's Significant and Engagement Policy that will apply to joint committee decision making.

Ngā tapirihanga / Attachments

Nil

TITLE: Financial Status and Minor Budget Adjustments

ID:

From: Alan Wilcox, Acting Pou Tātaki

Authorised by Alan Wilcox, Acting Pou Tātaki, on 08 November 2021
Group Manager:

He Rāpopoto hautū / Executive summary

This report advises on the current state of finances for the Kaipara Moana Remediation Programme and makes recommendations for some minor adjustments to categories within the budget for the Joint Committee to consider.

The KMR program holds funds of some \$9,130,762 for the 2021-2022 financial year and has expended some \$617,334 as at 30 September 2021. All sub-categories of expenditure and commitments are well within the approved budget envelopes.

As a result of budgeting for tertiary sector involvement in training, and the subsequent reduction in costs as a result of a different delivery system, the training of KMR Field Advisors now is costed at least \$350,000 less than originally budgeted. It is recommended this money is reallocated to the following projects: \$70,000 to Te Paiaka Native Root Project to cover staff and contractor costs where two Covid-19 lockdowns have restricted work from being completed; \$50,000 as a contingency for the Wetland Features information and analysis; \$50,000 as a contingency for the Eroding Land Features information and analysis; \$120,000 to the Kaipara Nursery Strategy to support the accreditation process to bring nurseries onboard with the KMR programme, provision of a planting guide, and other tasks; and \$60,000 to Catchment Reference Group Projects (to be met with an equivalent in kind basis by groups receiving support under the Whenua Whānui Fund).

These changes are considered minor under the Deed of Funding and do not require a formal change control process. The Ministry of the Environment has been consulted and has raised no concerns with the proposed adjustments.

Ngā tūtohu / Recommendation(s)

1. That the report 'Financial Status and Minor Budget Adjustments' by Alan Wilcox, Acting Pou Tātaki and dated 8 November 2021, be received.
2. That the financial position of the Programme as at 30 September 2021 be noted.
3. That a reduction of \$350,000 from the Advisor Training and Accreditation budget be approved, with this money being re-allocated as follows:
 - a) \$70,000 to Te Paiaka Native Root Project;
 - b) \$50,000 as a contingency for the Wetland Features information and analysis;
 - c) \$50,000 as a contingency for the Eroding Land Features information and analysis;
 - d) \$120,000 to the Kaipara Nursery Work for planting and fencing guides and pricing.
 - e) \$60,000 to Catchment Reference Group Projects (to be met with an equivalent in kind basis by groups receiving support under the Whenua Whānui Fund)

Horopaki / Context

As stated, this report advises on the current state of finances for the Kaipara Moana Remediation Programme and makes recommendations for some minor adjustments to categories within the budget for the Joint Committee to consider.

The KMR program holds funds of some \$9,130,762 for the 2021-2022 financial year and has expended some \$617,334 as at 30 September 2021. All sub-categories of expenditure and commitments are well within the approved budget envelopes.

Attached are two spreadsheets. The first is a variance analysis identifying expenditure for the KMR program as at 30 September 2021. The second is a summary of the Year Two Work Plan and budget, with recommended changes highlighted.

Tātari me ngā tūtohu / Analysis and advice

As can be seen from the variance analysis, the KMR program holds funds of some \$9,130,762 in the financial year and has expended \$617,334 as at 30 September 2021. All expenditure and commitments are well within the budget envelopes.

It should be noted the landowner in-kind and actual expenditure or commitments have not been identified as part of this report. We have not at this stage transferred information from the Sediment Reduction Plans to the Financial Reporting System. This feature will be available once the Smarty Grants platform is running, which is expected before the end of the calendar year.

The second spreadsheet provides the Year Two Work Program and Budget and highlights areas for alteration. The first of these is in line 27, Advisor Training & Accreditation (K2020-009). As can be seen some \$565,000 is budgeted for this in this financial year. At the time of developing budget it was assumed tertiary education institutions would be contracted to develop and provide training. However, we have now developed a program for KMR Field Advisors, which we believe to be appropriate, that uses well recognised experts to assist. Training courses will be run in two sessions prior to Christmas, and likely two sessions in the new calendar year. The cost of this is considerably reduced and will fit within a \$215,000 envelope, thereby releasing \$350,000 for use elsewhere in the program.

While it is envisaged that the majority of projects will run within their allocated budget envelopes, there are four areas that the \$350,000 could be allocated to.

Te Paiaka – Native Root Project (K2020-004).

Joint Committee members will recall that this project trials different plants common along streambanks to test root tensile strength and identify those which have the most traction to retain sediment under various conditions. The project was due to be completed in October 2021 but has been significantly impacted by Covid-19 lockdowns in the Auckland region. The increase in costs comes mainly as a result of delays from two Covid-19 lockdowns, meaning that staff and contractor costs have been carried but little work was able to be completed. There was also some under-scoping of the field-work that needed to be done, which proved to be more time-consuming than anticipated. A reallocation of some \$70,000 is sought to enable the project to be completed, noting fieldwork is almost complete and what is now required is final peer review of the data.

Nursery Strategy (Implementation) (K2020-002)

Allocation of \$120,000 to the Nursery Strategy budget will significantly assist the implementation of strategy recommendations, including supporting the accreditation process to bring nurseries onboard with the KMR programme, providing technical guidance for the seed-bank and database of Kaipara-sourced stock, and completing work on a planting guide for landowners, community groups, and marae and hapū.

Wetland Features (K2020-018) and Eroding Land Features (K2020-017)

It is recommended that \$50,000 be allocated to each of the Eroding Land Features and Wetland Features projects. These projects provide scientific and GIS-based information relating to wetlands and detailed erosion prone areas, desirable for effective remediation purposes. Tenders have currently been called for from appropriate contractors to complete this week. At this stage we do not know the outcome of the tender process; it is suggested that \$50,000 allocated to each of these as a contingency measure. If not required, budget will obviously not be used, and can be carried forward to into the 2022-23 financial year or otherwise repurposed.

Catchment Reference Group Projects (K2021-003)

Finally, it is suggested the remaining \$60,000 from this transfer is allocated to the budget for Catchment Reference Group Projects. This will help enable marae and other community groups to meet overhead in management expenses for sediment reduction projects (to be met on a 50/50 basis by tracked in-kind contributions), including under the Whenua Whānui Fund.

Consultation with Ministry for the Environment.

Under the Kaipara Moana Remediation Deed of Funding (Schedule 6), minor changes were allowed, including the reallocation of grant funding from one project activity or deliverable to another. Changes can be made as long as a change to the Deed of Funding is not required, if the change does not impact overall project costs (including the amount of grant money), or result in a change to an activity that would likely prevent the project from substantially meeting its objectives, or affect the likely Expiry Date of the project. None of these circumstances arise with the changes proposed here.

The Ministry of the Environment has been consulted and has raised no concerns with the proposed adjustments.

Considerations

1. Aromātai whāinga haumi mō te oranga / Wellbeing Investment objectives and assessment

There is no change to the well-being and investment implications of the budgetary changes than was considered in the approval of the initial budget.

2. Ngā ritenga take pūtea / Financial implications

There are no more financial implications from this report than a minor shift of funds within the overall KMR budget envelope. There are no implications for remediation works proposed in the Year 2 Work Plan.

3. Ngā tūraru me ngā mauru / Risks and mitigation

The decisions sought in this report are a refinement of the budget to offset risk.

4. Ngā hiranga me ngā hononga / Significance and Engagement

In relation to section 79 of the Local Government Act 2002, the decisions arising from this report are not considered to be of significance when assessed against Northland Regional Council's significance and engagement policy and for this reason only a consultation process with the Ministry for the Environment is suggested.

5. Ngā whāinga mō āmuri / Next steps

If supported, project budgets will be altered and reported on for the remainder of the financial year.

Ngā tapirihanga / Attachments

Attachment 1: Budget Report

Attachment 2: Year Two Work Programme and Budget

Attachment 1: Variance Analysis Report

KMR Financial Variance Report at 30 September 2021

Funding received

Northland Regional Council	0
Auckland Council	0
MFE	9,121,600
<u>Interest earned on unspent funds</u>	<u>9,162</u>
Sub Total	9,130,762

Total KMR Opex costs 436,294

Funding Remaining 8,694,468

NRC in kind labour 72,717

NRC in kind Opex costs 49,863

AC in kind labour 32,380

AC in kind Opex costs 26,080

Total in kind expenditure 181,040

Note: includes finance time to be charged per SLA. Will remove afterward SLA costs are incurred.

Note: this includes salaries and non salary cost are planned to be charged back to KMR in October

Total Expenditure 617,334

Description	Year to Date	Commitments	Council in Kind	Year Two budget			Total
	Actual			Crown	Council	Landowner / Other	
KM Remediation Implementation							
3150 - Fonterra Tiaki Partnership							
Non-payroll works	0	300,000					
NRC In Kind Opex costs	0	0					
NRC in kind labour			1,082				
AC in kind labour		0	0				
Sub Total	0	300,000	1,082	1,455,000	91,556	1,350,000	2,896,556
3151 - Waterway / Wetland Remediation - Forest Bridge Trust							
Non-payroll works	83,333	0					
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour		0	4,360				
Sub Total	83,333	0	4,360	278,333	280	482,692	761,305
3152 - Waioitu Catchment Care Group							
Non-payroll works	0	0					
NRC In Kind Opex costs	4,908	0					
NRC in kind labour			5,665				

AC in kind labour		0	0				
Sub Total	4,908	0	5,665	865,000	73,003	750,000	1,688,003
3153 - NRC Grants Funding							
Non-payroll works	12,000	28,800					
NRC In Kind Opex costs	16,708	0					
NRC in kind labour			16,429				
AC in kind labour		0	0				
Sub Total	28,708	28,800	16,429	0	278,016	260,018	538,034
3154 - Remediation Grants through Sediment Reduction Plans							
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	2,700,000	300,000	3,000,000	6,000,000
3155 - Kaipara Uri Partnership							
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	300,000	300,000	0	600,000
3156 - Catchment Reference Group Projects							
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	500,000	100,000	500,000	1,100,000
KM Remediation Implementation Total	116,949	328,800	27,535	6,098,333	1,142,855	6,342,710	13,583,898
KM Engagement & Communications							
3110 - Engagement and Communications							
Non-payroll works	13,500	21,805					
NRC In Kind Opex costs	0	0					
NRC in kind labour			4,492				
AC in kind labour			0				
Sub Total	13,500	26,711	4,492	130,000	130,000	0	260,000
KM Engagement & Communications Total	13,500	26,711	4,492	130,000	130,000	0	260,000
Governance, Management & Planning							
KM Governance and Administration							

3100 - KMR Joint committee							
Non-payroll works	8,951	0					
NRC In Kind Opex costs	11,188	0					
NRC in kind labour			4,410				
AC in kind labour			0				
Sub Total	20,140	0	4,410	0	200,000	0	200,000
3101 - Kaipara Maurikura Operating Costs							
Non-payroll works	230,804	5,000					
NRC In Kind Opex costs	17,060	0					
NRC in kind labour			40,023				
AC in kind labour			22,820				
Sub Total	247,864	109,147	62,843	1,100,000	1,100,000	0	2,200,000
KM Digital Tools							
3133 - Digital Tools - Design, preparation, and procurement							
Non-payroll works	4,946	27,600					
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	4,946	59,584	0	91,470	0	0	791,470
Digital Tools for Sediment Reduction Plans and grant funding administration							
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	500,000	200,000	0	0
3130 - FEP Accounting Framework - Fresh Water Management Tool							
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	1,270,000	266,850	0	1,536,850
3142 - Wetland Features							
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	185,000	11,153	0	196,153
3143 - Eroding Land Features							
NRC In Kind Opex costs	0	0					
NRC in kind labour			0				
AC in kind labour			0				

Sub Total	0	0	0	210,000	8,623	0	218,623
KM Capability & Workforce							
3120 - Kaipara Nursery Strategy							
Non-payroll works	22,200	3,400					
<u>NRC In Kind Opex costs</u>	0	0					
NRC in kind labour			618				
AC in kind labour			0				
Sub Total	22,200	3,400	618	16,365	10,000	0	26,365
3123 - Advisor Training & Accreditation							
<u>NRC In Kind Opex costs</u>	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	550,000	15,101	0	565,101
KM Maturanga Maori / Science & Monitoring							
3140 - South Kaipara Streams Project							
Non-payroll works	10,696	24,854					
<u>NRC In Kind Opex costs</u>	0	0					
NRC in kind labour			0				
AC in kind labour			2,640				
Sub Total	10,696	24,854	2,640	52,360	3,713	0	56,073
3141 - Te Paiaka - Native Root Project							
<u>NRC In Kind Opex costs</u>	0	0					
AC in kind Opex costs			26,080				
NRC in kind labour			0				
AC in kind labour			2,560				
Sub Total	0	0	28,640	0	107,516	0	107,516
3144 - Maturanga / Science Framework Strategy							
<u>NRC In Kind Opex costs</u>	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	80,300	23,000	0	103,300
3145 - Soil Conservation Strategy							
<u>NRC In Kind Opex costs</u>	0	0					
NRC in kind labour			0				
AC in kind labour			0				
Sub Total	0	0	0	0	100,000	0	100,000

Governance, Management & Planning Total	305,845	196,985	99,151	4,055,495	2,045,955	0	6,101,450
Grand Total	436,294	552,497	131,177	10,283,828	3,318,810	6,342,710	19,945,348

Attachment 2: Year Two Work Programme and Proposed Allocation Changes

A	B	C	D	E	F	G	H	I	J	K	L
Project ID	Project Year	Project description	Financial Year 2021/22		Council \$m (Cash, In-kind)	Landowner / Other \$m	Updated Total 27 Oct 21				
			Total cost \$m	Crown \$m							
2021/22 Work Programme											
REMEDIAATION											
K2021-001	2	Remediation Grants through Sediment Reduction Plans	6.000	2.700	0.300	3.000	6.000				
K2021-002	2	Kaipara Uri Partnership	0.500	0.300	0.100	0.000	0.600				
K2021-003	2	Catchment Reference Group Projects	1.100	0.500	0.100	0.500	1.160		Increased 60k		
K2020-005	1	NRC Grants Funding	0.538	0.000	0.278	0.260	0.538				
K2020-006	1	Fonterra Trial Partnership	2.857	1.455	0.092	1.350	2.897				
K2020-007	1	Waiohau Catchment Care Group	1.688	0.865	0.073	0.750	1.688				
K2020-008	1	Waierua Wetland Remediation – Forest Bridge Trust	0.761	0.278	0.000	0.483	0.761				
0	0										
ADVOCACY & INFLUENCE											
K2021-004	0	Communications Strategy implementation	0.260	0.130	0.130	0.000	0.260		Level cost		
0	0										
GOVERNANCE, MANAGEMENT & PLANNING											
Governance & Administration											
K2021-005	2	Kaipara Mauriura - Operating Costs (staff, accommodation, etc)	2.200	1.100	1.100	0.000	2.200				
K2021-006	2	Governance costs (KMR Joint Committee)	0.200	0.000	0.200	0.000	0.200				
0	0										
Digital tools											
K2021-007	2	Digital tools for Sediment Reduction Plans and grant funding administration	0.700	0.500	0.200	0.000	0.700				
K2020-012	1	Digital tools – design, preparation and procurement	0.091	0.091	0.000	0.000	0.091				
K2020-013	1	ERP Accounting Framework - Fresh Water Management Tool	1.537	1.270	0.267	0.000	1.537				
K2020-017	1	Eroding Land Features	0.219	0.210	0.009	0.000	0.269		50k added for tender contingency		
K2020-018	1	Wetland Features	0.156	0.185	0.011	0.000	0.245		50k added for tender contingency		
0	0		0.000	0.000	0.000	0.000					
Capability & Workforce											
K2020-009	1	Advisor Training & Accreditation	0.365	0.550	0.015	0.000	0.215		Reduced 350k		
K2020-002	0	Kaipara Nursery Strategy (Stage 2)	0.026	0.016	0.010	0.000	0.144		increase \$120k for Nursery Team and GWE costs		
0	0		0.000	0.000	0.000	0.000					
Mātauranga Māori / Science & Monitoring											
K2020-004	1	Te Pahiaka - Native Root Project	0.108	0.000	0.108	0.000	0.178		70k added		
K2020-014	1	Mātauranga Māori Strategy	0.103	0.080	0.023	0.000	0.103				
K2020-015	1	South Kaipara Streams - Stage 1	0.056	0.052	0.004	0.000	0.056				
K2021-008	2	Soil Conservation Strategy	0.100	0.000	0.100	0.000	0.100				
0	0										
0	0										
0	0										
0	0										
Total Year 2 Budget			19.945	10.284	3.319	6.343	19.945				
Total Year 1 Actual and Year 2 Budget											
Matched Contributions balance between Crown and all other											
Key											
New Projects Year 2 Work Plan											
Year 2 Work Plan projects carried forward from Year 1											

**TITLE: Kaipara Moana Remediation Joint Committee Meeting
Schedule February to December 2022**

ID:

From: Sandra Harris, Administrator Kaipara Maurikura

**Authorised by
Group Manager:** Alan Wilcox, Acting Pou Tātaki, on 08 November 2021

He Rāpopoto hautū / Executive summary

At its meeting of the 20 September 2021 the Joint Committee were provided with a schedule of meeting and workshop dates to consider for February to December 2022.

This report proposes a schedule of Joint Committee formal meeting and workshop dates for February to December 2022 for approval. The practice of holding the formal meetings on marae is to continue where Covid-19 restrictions allow.

Ngā tūtohu / Recommendation(s)

1. That the report 'Kaipara Moana Remediation Joint Committee Meeting Schedule February to December 2022' by Sandra Harris, Administrator Kaipara Maurikura and dated 8 November 2021, be received.
2. That the Joint Committee confirm the dates for formal meetings and workshops from February to December 2022 as set out in Table 1: Schedule of formal meetings and workshop February to December 2022 of this report.

Horopaki / Context

The adoption of a schedule of future meetings and workshops of the Joint Committee provides clarity to both members and other interested parties when meetings will be held. It also allows proper planning of venues and agenda items.

Tātari me ngā tūtohu / Analysis and advice

A schedule of Joint Committee meeting and workshop dates is required for February to December 2022. At the meeting of the Joint Committee on 20 September 2021, a proposal of workshop and formal meeting dates were provided to the Joint Committee for consideration and feedback was sought.

Table 1: Schedule of formal meetings and workshop February to December 2022.

Month	Monday
February – Formal Meeting	21 Feb
March – Workshop (public excluded)	14 Mar
April - Formal Meeting	11 Apr
May - Workshop (public excluded)	16 May
June - Formal Meeting	13 Jun

July - Workshop (public excluded)	18 Jul
August - Formal Meeting	15 Aug
September - Workshop (public excluded)	19 Sep
October - Formal Meeting	17 Oct
November - Workshop (public excluded)	14 Nov
December - Formal Meeting	12 Dec

It is recommended the Joint Committee confirm these dates.

The Joint Committee's Kaipara Uri members are currently identifying appropriate marae venues for the February, April, June, August, October and December meetings.

Workshops will be held in Te Hana when Covid-19 restrictions allow, or will otherwise be held online.

Considerations

1. **Aromātai whāinga haumi mō te oranga / Wellbeing Investment objectives and assessment**

The operational matters discussed in this report do not have a direct impact on achieving the investment objectives of the Kaipara Moana Remediation Programme. However, having an agreed schedule of future meeting and workshop dates ensures the efficient and effective operation of the Joint Committee essential to meeting its obligations regarding the investment objectives.

2. **Ngā ritenga take pūtea / Financial implications**

The cost of holding Joint Committee business meetings and workshops is provided for in the Year Two Work Plan budget.

3. **Ngā hiranga me ngā hononga / Significance and Engagement**

In relation to section 79 of the Local Government Act 2002, the decision (i.e. approving a schedule of meeting and workshop dates for February – December 2022) arising from this report is considered to be of low significance when assessed against Northland Regional Council's significance and engagement policy. This does not mean that this matter is not of significance to tangata whenua and/or individual communities, but that the joint committee is able to make these decisions without undertaking further consultation or engagement.

4. **Ngā whāinga mō āmuri / Next steps**

Once the Joint Committee decides on the schedule of formal meetings and workshops, and marae venues are confirmed, details will be provided to members. As required by the Local Government Act both Auckland Council and Northland Regional Council will publicly notify the dates and venues of the formal meetings.

Ngā tapirihanga / Attachments

Nil

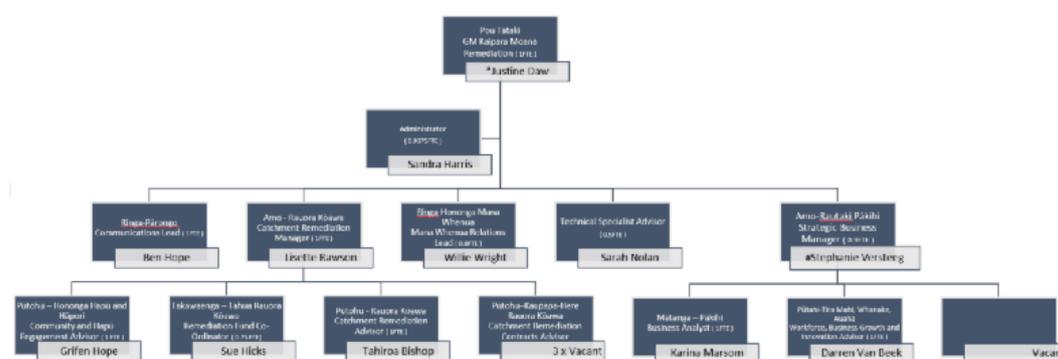
Attachment 1 Progress Report by Acting Pou Tātaki

Kaipara Maurikura Staff Appointments Update

All staff offered positions in the Maurikura, have accepted and are being progressively brought on board. Below is a structure diagram. As can be seen there are still 2 vacant positions. One of these is currently being advertised and the other will be deferred until next year when demand can be reassessed.

It is interesting to note that six of the 12 staff members appointed so have whakapapa to the rohe. Without really trying we have been able to meet a co-partnership objective of the Memorandum of Understanding, simply by appointing the best people to the jobs.

Sandra Harris, Karina Marsom, Sue Hicks, Willie Wright and Griffin Hope have already started in the Maurikura. Lisette Rawson and Ben Hope start on 15 November. Darren Van Beek and Tahiroa Bishop will come on board early in December and Stephanie Versteeg will start in mid January. A pōwhiri for all staff is intended to be held on 3 December.



¹Justine Dow will replace Alon Wilcox who is Acting Pou Tātaki until 6th December 2021
²Steph Versteeg will take over from John Hutton as Strategic Business Manager on 17th January 2022

Communications with Landowners:

The first of two landowner engagement hui are scheduled for the second week of November; the results of these hui will be reported to the Joint Committee on 15 November.

Land Management Advisers beginning SRP Work

We have recently contracted four people to act as KMR Field Advisors pending the contracting and training of others later in November. This gives us the capacity to immediately start producing Sediment Reduction Plans. These Field Advisors will be contacting landowners who have registered in interest in KMR, some of whom will be attending the Landowner Grants Scheme meetings in the second week of November.

Fonterra and Environs Holdings Contracts

Both of these contracts are now signed, and work is proceeding with both organisations. Discussions are being held with Te Uri o Hau regarding its nursery development, consistent with the Nursery Strategy.

Workforce Development

A Memorandum of Understanding has been signed with the Ministry of Social Development. MSD have assigned a staff member to Jobs for Nature work, the bulk of which will be working with KMR. That person has started and is interacting with the Maurikura staff.

South Kaipara Streams

The South Kaipara streams project work has reached a milestone with the first report now available. This provides some interesting information on where the most likely erodible areas are when landforms and hydrology are considered. A report on this will be provided to the Joint Committee at its December meeting.

Supplier Accreditation

The process of registering contractors and nurseries is well advanced with over 30 organisations already having registered their interests. It is expected that this process will take another month to complete.

Dedication of the Kaipara Maurikura

Because of Covid-19 lockdown delays a date of 3 December is suggested to have the dedication ceremony for the Kaipara Maurikura in the morning, with a separate pōwhiri for staff later that day; both events need to be reduced in numbers to meet Covid-19 protocols.

Moana "Field Trip"

Many of the staff and Joint Committee members have not seen many parts of the harbour, including areas which are carrying high silt deposits. The planned field trip in early December is on hold and will be scheduled for later in January or early February.

Annual Report.

200 copies of the Annual report are being printed with hard copies being sent to JC members and other dignitaries. A large mailing list will receive soft copies.

Branding

Committee Members may see two cars that have been purchased for use in the Maurikura. They will have the KMR decal on them. The Mana Whenua Lead, Willie Wright, will also have a car the KMR decal and Environs logos on it.