

# **AGENDA**

## **RĀRANGI TAKE**

### **Kaipara Moana Remediation Joint Committee**

**Kaipara Moana Remediation Joint Committee  
Thursday 22 July 2021 at 09:30**

## Kaipara Moana Remediation Joint Committee Agenda

Meeting to be held in the Te Hana Te Ao Marama  
Te Hana 0947  
on Thursday 22 July 2021, commencing at 09:30

**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 Rangī	NRC Chair Penny Smart	NRC Councillor Amy Macdonald
Auckland Council Councillor Daniel Newman	Ngā Maunga Whakahī o Kaipara, Cherie Povey	Auckland Council 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	

### KARAKIA / WHAKATAU

RĪMITI (ITEM)	Page
<b>1.0 HOUSEKEEPING</b>	
<b>2.0 NGĀ WHAKAPAHĀ (APOLOGIES)</b>	
<b>3.0 NGA WHAKAPUAKANGA (DECLARATIONS OF INTEREST)</b>	
<b>4.0 WHAKĀE NGĀ MINITI (CONFIRMATION OF MINUTES)</b>	
<b>4.1</b> Confirmation of Minutes - Kaipara Moana Remediation Joint Committee - 25 June	3
<b>5.0 NGĀ RĪMITI (ITEMS)</b>	
<b>5.1</b> Kaipara Moana Remediation Programme Identity and Brand	8
<b>5.2</b> Digital Tools Investment - remediation grant management & sediment reduction planning system	11
<b>5.3</b> Landowner Grants - Further Consideration	17
<b>5.4</b> Year One Progress Report from Kairuruku (Acting Pou Tātaki) <i>This report will be in the form of a presentation by Alan Wilcox, Kairuruku (Acting Pou Tātaki) which will be tabled at the meeting.</i>	
<b>5.5</b> Update Report from Kairuruku (Acting Pou Tātaki) <i>This report will be in the form of a presentation by Alan Wilcox, Kairuruku (Acting Pou Tātaki) which will be tabled at the meeting.</i>	

**TITLE:** Confirmation of Minutes -

**ID:**

**From:** Sandra Harris, Administration Kaipara Moana Remediation Programme

**Authorised by** Alan Wilcox, Kairuruku (Acting Pou Tātaki), on  
**Group Manager:**


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### Ngā mahi tūtohutia / Recommendation

That the minutes of the Kaipara Moana Remediation joint Committee Minutes meeting held on Friday 25 June 2021 be confirmed as a true and correct record.

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### Attachments/Ngā tapirihanga

Attachment 1: Kaipara Moana Remediation Joint Committee - 25 June 2021 [↓](#) 

Kaipara Moana Remediation Joint Committee  
25 June 2021

## Kaipara Moana Remediation Joint Committee Minutes

Meeting held in the Te Whare Oranga o Parakai - 5 Rere Place, Parakai  
on Friday 25 June 2021, commencing at 09:30am

### Tuhinga (Present):

Te Rūnanga o Ngāti Whātua Tame Te Rangi  
NRC Chair Penny Smart  
NRC Councillor Amy Macdonald  
Auckland Council 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

### I Tae Mai (In Attendance):

Jonathon Rishworth	Wikitoria Wright
Micah Butt	Patricia Clark
Brenda Steele	Laura Pollock
Paul Norris	Duncan Kervell
Mina Henare-Toka	Rae Saywter
Shane Paul	Darrell Lambert
Tracy Tristgram	Kevin Adshead
Shona Oliver	Margie Tokerangi
Francine Panui	Helen Woods
Penny Pirit	John Hutton
Alan Wilcox	Jonathan Gibbard
Malcolm Nicolson	Sandra Harris

The Chair declared the meeting open at 11:00am

### Karakia Timatanga and Whakatau

### Ngā whakapahā/Apologies (Item 1.0)

#### Moved (Wright/Smart)

That the apologies from Cherie Povey, Daniel Newman for non-attendance be received.

Carried

### Nga whakapuakanga (Declarations of Conflicts of Interest)

ID:

1

Kaipara Moana Remediation Joint Committee  
25 June 2021

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

### **Confirmation of Minutes - Kaipara Moana Remediation Joint Committee - 17 May 2021 (Item 4.1)**

ID: A1449130

**Report from Leah Porter, Trainer**

**Moved (Warriner/Sherard)**

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 17 May 2021 be confirmed as a true and correct record.

**Carried**

### **Employment Strategy Update (Item 5.1)**

ID: A1437936

**Report from Alan Wilcox, Kaipara Uri Management Representative**

**Moved (Wright/Yeoman)**

1. That the report 'Employment Strategy Update' by Alan Wilcox, Kaipara Uri Management Representative and dated 27 April 2021, be received.
2. That the Joint Committee receive the Kaipara Moana Employment Strategy.
3. That the Joint Committee adopt the following pathways, as recommended in the Kaipara Moana Employment Strategy, and that implementation plans be developed for each pathway and reported back to the Joint Committee:
  - a) Adopt the set of procurement principles outlined in Attachment One that ensure goods or services procured for the KMR programme are consistent with the Investment Objectives set out in the Kaipara Moana Remediation Memorandum of Understanding.
  - b) Develop an accreditation process built upon the procurement principles outlined in Attachment One and tailored to specific suppliers such as nurseries, fencing and planting contractors.
  - c) Co-design (with the government agencies responsible) and potential establishment of an employment hub to coordinate the various stakeholders involved, to ensure there are sufficient human resources to meet the needs of the programme in a timely manner, and to achieve positive employment outcomes for Kaipara Uri and the Kaipara community.
  - d) Develop and implement an Iwi and community partnership scheme to ensure community groups are able to participate in the KMR programme with the objective that non-productive or marginally-commercial land can access support and resources to carry out necessary mitigation activities.
  - e) Develop and implement a monitoring and evaluation process to capture progress on the achievement of KMR programme's Human Capital and Social Capital objectives.

**Carried**

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ID:

**2**

Kaipara Moana Remediation Joint Committee  
25 June 2021

### **Kaipara Moana Remediation Programme Joint Committee Meeting Schedule August to December 2021 (Item 5.2)**

**ID: A1447375**

**Report from Penny Pirrit, Northland Regional Council Management Representative**

**Moved (Smart/Yeoman)**

1. That the report 'Kaipara Moana Remediation Programme Joint Committee Meeting Schedule August to December 2021' by Penny Pirrit, Northland Regional Council Management Representative and dated 25 May 2021, be received.  
**(Warriner/MacDonald)**
2. That the Joint Committee confirm the dates for formal meetings and workshops from August to December 2021 as set out in *Table 1: Schedule of formal meetings and workshop August to December 2021* of this report.

**Carried**

### **Kaipara Maurikura Establishment Update (Item 5.3)**

**ID: A1449121**

**Report from Penny Pirrit, Northland Regional Council Management Representative**

**Moved (Smart/Warriner)**

1. That the report 'Kaipara Maurikura Establishment Update' by Penny Pirrit, Northland Regional Council Management Representative and dated 1 June 2021, be received.  
**(Sherard/MacDonald)**
2. That the Proposed Statement of Service Requirements outlined in Attachment 1 to this report be approved with the Joint Committee Chair being delegated the final sign off on any amendment required to include procurement principles adopted in the Employment Strategy.
3. That the Proposed Chief Executive Officer's Responsibilities Agreement outlined in Attachment 2 to this report be approved for signing by the Joint Committee Chair and the Northland Regional Council's Chief Executive Officer
4. That a six-monthly report on the Kaipara Maurikura performance be presented to the February 2022 Joint Committee meeting.

**Carried**

### **Year Two Workplan Update (Item 5.4)**

**ID: A1450792**

**Report from John Hutton, Auckland Council Management Representative**

**Moved (Sherard/Smart)**

1. That the report 'Year Two Workplan Update' by John Hutton, Auckland Council Management Representative and dated 14 June 2021, be received. **(Wright/Sherard)**
2. That the Joint Committee confirm and adopt the Year 2 Work Plan and budget, subject to minor adjustments between financial years when expenditure for Year 1 projects is reconciled for FY2020-21 and unspent budget is transferred to FY2021-22 as required.

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ID:

**3**

Kaipara Moana Remediation Joint Committee  
25 June 2021

**Carried**

**Karakia Mutunga**

**Whakamutunga (Conclusion)**

**The meeting concluded at 1:51pm.**

Unconfirmed

**TITLE:** **Kaipara Moana Remediation Programme Identity and Brand**

**ID:**

**From:** Penny Pirrit, Northland Regional Council Management Representative

**Authorised by Group Manager:** Alan Wilcox, Kairuruku (Acting Pou Tātaki), on 15 July 2021

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### **He Rāpopoto hautū / Executive summary**

One of the key actions of the Kaipara Moana Remediation Programme's (the KMR Programme) adopted Communication Plan is the development of a unique identity and brand. Such an identity and brand will enable partners, stakeholders and the community to clearly identify what activities, communications and processes are specific to the KMR Programme and not part of any of the Member Parties' other activities which occur across the Kaipara Moana catchment.

The development of an identity and brand has been informed by the history, the stories and the mahi leading up to the establishment of the KMR Programme as well as by input from the working group set up to provide advice and input into the Communications Plan. All of this informed an identity and brand workshop with the Joint Committee on the 19 July.

As that workshop was held after this report was written and the agenda for this meeting closed, a verbal update on the outcomes of that workshop and a recommendation on the identity and brand for the KMR Programme will be provided at the meeting.

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### **Ngā tūtohu / Recommendation(s)**

1. That the report 'Kaipara Moana Remediation Programme Identity and Brand' by Penny Pirrit, Northland Regional Council Management Representative and dated 15 July 2021, be received.
2. That the verbal update on the outcome of the Joint Committee's July workshop on brand and identity be received.
3. (a) That ..... be adopted as the brand and identity for the Kaipara Moana Remediation Programme; or  
(b) That the current communications working group be delegated to work with Level to finalise and approve the Kaipara Moana Remediation Programme brand and identity.
4. That staff be requested to ensure the approved brand is used for future reports, correspondence and communication collateral.

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### **Horopaki / Context**

At its 17 May meeting the Joint Committee adopted a Communications Plan which is the companion document to the Partner and Stakeholder Engagement Strategy (the Engagement Strategy) adopted by the Joint Committee on the 22 March 2021.

The Plan builds on the Engagement Strategy by outlining a framework for the KMR Programme's communications, communication specific objectives and goals, a KMR Programme voice and identity, key messages and channels, risks and opportunities and what is needed to implement the Plan – resources and actions.



One key action in that plan was the development of a unique identity and brand for the KMR Programme.

A workshop in July discussed identity and brand. At the time of writing this report the workshop had not occurred so this report cannot describe in detail the outcome of that workshop.

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**Instead, the outcome will be reported verbally at the joint committee meeting.**

### **Tātari me ngā tūtohu / Analysis and advice**

A key communication outcome is the development of an identity/brand story that shares the aspirational vision of the Programme. Once confirmed, that enables the creation of a brand identity and visual standards guidelines (VSG) for the Programme, including logo, design elements, fonts, colours, language and imagery.

To date this work has involved listening to the history, the stories and learning about the mahi that has already occurred across the Kaipara Moana catchment. Through the working party meetings, a sense of what the KMR Programme is/isn't has started to emerge.

All this information has helped Level to develop some visual concepts for a Programme identity and brand. These concepts are being discussed at the July workshop of the Joint Committee and the outcomes of that discussion will be presented at the July meeting of the Joint Committee.

The Communication Plan expresses the KMR Programme Identity as:

#### ***We are:***

- representative of – and from – the community
- a voice for Kaipara Moana
- capable, qualified and committed to delivering on the plan
- unwavering in our commitment to the long-term vision
- willing to work through the challenges this programme will face
- supporting a small step in a much longer journey
- helping to bring together shared knowledge, history and learnings
- presenting opportunities to change the way we do things
- wanting to learn from local knowledge (past and present)
- grateful for the willingness of many to share our vision and to collaborate with us
- open to new ideas and new ways of thinking and working
- lean, efficient and effective at both governance and operational levels
- focused on achieving real change in both the short and long term

#### ***We are not:***

- NRC or AC
- Iwi
- engaging on / representing Treaty claims.

At the July workshop how the above can be represented visually in an identity and brand was discussed.

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## Considerations

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

Achieving the four wellbeing investment objectives of the KMR Programmes relies heavily on working with many parties who are either already delivering remediation actions or are keen to be involved. Clear consistent and regular communication is key to ensuring that all partners and stakeholders know what the KMR Programme is about and are kept informed of progress, opportunities and milestones. Having a unique visual identity for the KMR Programme will also help distinguish the programme from other environmental and or local government activities being undertaken throughout the Kaipara Moana catchment.

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

The budget for the development of the branding and identity for the KMR Programme lies within the Engagement and Communications Strategy budget in the Year One Work Plan. Implementation of the approved brand and identity into collateral to support the KMR Programme will be paid out of the Communications Strategy Implementation budget line (\$240,000) in the draft Year Two Work Plan.

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

One of the key risks to communicating that the KMR Programme is a partnership between two councils and Kaipara Uri has been the lack of a unique brand and identity that stands only for the KMR Programme. Without that unique identity there still exists confusion over what the KMR Programme is about and who is delivering it.

The adoption of an identity and brand by the Joint Committee that can then be used in all future communications from and about the KMR Programme will be the first step to remove any confusion.

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

In relation to section 79 of the Local Government Act 2002, the decision 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 these matters are 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.

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

Once the Joint Committee approves the brand and identity for the KMR Programme work can commence on ensuring that all communication collateral including future reports, letterheads, panui and emails adopt the brand and identity.

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## Ngā tapirihanga / Attachments

Nil

**TITLE: Digital Tools Investment - remediation grant management & sediment reduction planning system**

**ID:**

**From:** John Hutton, Strategic Business Manager, Kaipara Maurikura

**Authorised by Group Manager:** Alan Wilcox, Kairuruku (Acting Pou Tātaki), on 15 July 2021

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**He Rāpopoto hautū / Executive summary**

The Kaipara Moana Remediation Programme requires a digital farm environment and planning solution to administer grants funding and drive targeted remediation work at pace and at scale around the Kaipara Moana catchment.

Under the Year 1 Work Plan budget was approved for a 'Digital tools – design, preparation and procurement' project, to undertake the digital design, preparation and procurement steps before decisions on a more substantial financial commitment on a digital solution were made (ID: A1382391). This work has been completed and a decision is now sought on a recommended approach and suppliers.

The recommended approach is to connect an existing grant allocation and administration engine (configured to meet KMR's specific needs) with a data management and farm planning front-end.

SmartyGrants has been identified as an existing 'off-the-shelf' grant management system, able to meet the immediate and longer-term needs of the KMR programme. For the front-end data-management and sediment reduction planning, which will integrate existing environmental databases, MediaSuite is recommended as a provider who can deliver high-quality services and products, on time and to specification.

The recommended approach leverages existing platforms and avoids the need for investment in a large software development project to deliver the end-to-end solution KMR needs, but which does not yet exist in the market.

The total capital cost of the configuration/build project is proposed to be capped at \$700,000 (+GST), which is the budget approved under the Year 2 Work Plan (ID: A1450792). If approved, it is recommended the Interim Pou Tātaki is delegated the task of finalising commercial contracts with the preferred suppliers SmartyGrants and MediaSuite in accordance with KMR procurement policy.

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**Ngā tūtohu / Recommendation(s)**

1. That the report 'Digital Tools Investment - remediation grant management & sediment reduction planning system' by John Hutton, Strategic Business Manager, Kaipara Maurikura and dated 14 July 2021, be received.
2. That investment of \$700,000 (+GST) for the development, configuration, training, and deployment of a digital system for remediation-grant management and sediment reduction planning is approved.

3. That the Interim Pou Tātaki is delegated the task of finalising commercial contracts with the preferred suppliers SmartyGrants and MediaSuite in accordance with KMR procurement policy.
4. Note that budget to cover (estimated) annual software subscription fees of \$35,000 to 65,000 per annum will be calculated based on grants distributed and support required, reviewed and adjusted annually, with the cost of subscription fees for FY2021-22 being covered through the operational budget for the Kaipara Maurikura under the Year 2 Work Plan.
5. That KMR staff are requested to report on progress to the Joint Committee in November 2021 and April 2022.

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## Horopaki / Context

The Kaipara Moana Remediation Joint Committee (Joint Committee) has supported in principle development of a digital farm environment and planning solution to enable the Kaipara Moana Remediation programme (KMR programme) to administer fundable property-scale investment plans to drive remediation at pace and at scale around the Kaipara Moana catchment. Under the Year 1 Work Plan budget was approved for the 'Digital tools – design, preparation and procurement' project, to undertake the design, preparation and procurement steps before a more substantial financial commitment (ID: A1382391).

This report summarises the procurement and design process undertaken to date and seeks a decision to proceed with a recommended digital build for the KMR programme.

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## Tātari me ngā tūtohu / Analysis and advice

### *Background and market assessment*

In early 2021 a project team was formed for the 'Digital tools – design, preparation and procurement' project, led by Andrew Schollum of Puhoi Stour. In February and March, the project team refined its understanding of the digital solution the KMR required by conducting over 30 interviews with representatives from regional councils (regulatory, farm advisory and information technology departments), primary sector groups, digital farm planning and farm advisory suppliers, government departments, and software development companies.

Alongside the interviews the project team reviewed four existing digital farm planning platforms and two 'registration/CRM/grant administration' systems used by regional councils, and engaged closely with central government departments and regional sector representatives working on national standards for digital farm planning and data management.

On 18 March 2021, a KMR Joint Committee workshop discussed approaches to a digital build solution. It was noted that no system currently exists on the market which would meet the KMR programme's needs. Workshop attendees considered high level options for the digital solution and expressed a preference for:

- focussing on core KMR needs while preserving the opportunity to expand the system's functionality if considered appropriate or desirable in the future
- fast-tracking procurement and minimising cost as much as is feasible – accelerating the development of the necessary administrative and technical systems to enable grants to be distributed as quickly as possible.

### *Procurement Process*

In April 2021, the project team began the first phase of the procurement process with a series of workshops with five potential providers considered capable of meeting all or part of the KMR programme's needs.

As these workshops were underway, the KMR Interim Management Team re-emphasised to the project team the need to expedite the procurement and development process and requested the project team do what it could to ensure any necessary tools are in place and grants able to be distributed as soon as possible.

In late April 2021, the project team met with managers from Auckland Council and NRC to discuss options for responding to the Interim Management Team's direction. In early May 2021, the KMR Interim Management Team considered and approved a proposal from the project team to:

- reduce expenditure and development time by revising down the scope and ambition of the digital solution by focussing tightly on KMR objectives, while designing the system so it can either complement regulatory farm planning tools that may be developed by NRC and Auckland Council, or be 'scaled up' by those councils to meet their broader needs as might be desired at a future date.
- expedite the procurement process by developing detailed project specifications and development plans with two 'provisional preferred suppliers', who had stood out during the initial round of supplier interviews as being capable of delivering the necessary tools on time, at the minimum of cost and to the project team's specifications, and anticipating decision-making by the Joint Committee to approve a digital build package.

In June 2021, the project team ran a series of half-day workshops with the provisional preferred suppliers – SmartyGrants and MediaSuite – to co-develop detailed specifications for the system that would include an interim solution capable of very rapid deployment and a full solution to come shortly afterwards. This process generated a development plan for configuring and building the digital solution, and an estimated the cost of delivering and implementing the solution.

### *Proposal and expected outcomes*

The resulting proposal for a digital tool solution for the KMR programme is to connect an existing grant allocation and administration engine (configured to meet KMR's specific needs) with a data management and farm planning front-end (building on a farmer registration and regulatory compliance platform built for another council).

This proposal would involve:

- Configuring the 'off-the-shelf' grant management tool 'SmartyGrants' to meet the immediate needs of the KMR programme (i.e., registration and grant application), and deploy it as quickly as possible so that grantees (farmers, hapū/marae, schools and other community entities) are able to register on the system by September/October 2021 and begin to receive funds for initial actions in late 2021. Taking this approach will avoid the need for a 'paper-based' stop-gap solution which could create a range of complications in terms of data entry, storage and transfer, and reporting.
- Continuing work throughout the third quarter of 2021 and first quarter of 2022 with 'SmartyGrants' to complete configuration of the full range of functions (custom user-interface, payment triggers, reporting etc).

- Delivering through MediaSuite, by March 2022, a custom front-end data-management and sediment reduction planning system that integrates with the NRC and Auckland Council's environmental databases and the SmartyGrants grant administration system, and which provides a highly functional planning system that KMR-certified land advisors can use when engaging with landowners to develop Sediment Reduction Plans.

The proposed system will allow the KMR programme to:

- conduct robust assessments of environmental sensitivity and risk, and identify, prioritise, and schedule farm-specific actions needed to achieve KMR sediment-reduction objectives
- access environmental data and engage with it through user-friendly interfaces – short-circuiting the training needed to ensure new farm advisers are focussing on the correct risks and providing clear direction to farmer and regulators on the nature of actions required to achieve KMR objectives
- audit the delivery of farm-specific actions (i.e., fencing, planting) – ensuring they have been delivered within a suitable time and to specification
- allocate co-funding rapidly, accurately, efficiently, and reliably – satisfying financial probity requirements and supporting reporting on a range of indicators capturing social, economic, and environmental actions and outcomes to a range of audiences
- contribute robust information to NRC and Auckland Council regulatory departments in compliance with anticipated Freshwater Farm Plan regulatory requirements and develop a core system that can be extended to cover additional contaminants and issues if considered desirable and appropriate.

#### *Cost and value for money*

The proposed approach allows the KMR programme to capitalise on the core expertise of two suppliers who stood out in the market as being able to deliver high-quality services and products, on time and to specification. The approach also leverages existing platforms and avoids the need for investment in a large software development project to deliver the end-to-end solution KMR needs, but which does not yet exist in the market.

The total capital cost of the configuration/build project is proposed to be capped at \$700,000 (+GST), which is the budget approved under the Year 2 Work Plan (ID: A1450792).

The investment to configure and build this system will need to be supported by ongoing investment in staff to ensure there is sufficient in-house KMR capacity and capability to assist with the development and operation of the system.

Operational costs of between \$35,000 and \$65,000 will be required to cover hosting, maintenance, and annual software subscriptions. For FY2021-22 these operational costs, including subscription fees, can be covered through the operational budget for the Kaipara Maurikura.

The integrated digital solution will provide all the core sediment planning, farm advisory and grant allocation functionality needed by the operational, administrative, and reporting teams of the KMR programme, and offers these key benefits:

- **Speed:** it is possible to configure and deploy this system rapidly, avoiding the need for a 'stop-gap' solution for the second half of 2021

- **Clarity:** ensures KMR programme sediment reduction plans are clear, simple, easy to understand and use, while also ensuring that the process and finished product have a strong focus on practical implementation, resourcing and delivery of actions on-farm (i.e., not just regulatory compliance)
- **Certainty:** the two core components of the system already exist in full or in part, have been designed and refined to meet operational demands, and have been shown to satisfy all relevant financial probity, security and privacy requirements
- **Flexibility:** the system is capable of scaling-up and scaling-down to align with the KMR programme's changing needs and can be modified easily over time to keep the platform current throughout the 10+ year life of the KMR programme
- **Ease:** the system will be engineered to make it easy for advisors to access and use council environmental and GIS data, reducing risk of error and cutting down the time it takes to complete tasks
- **Consistency:** a simple user interface tailored to KMR programme needs will help ensure inexperienced farm advisers access the right information, consider the right factors, and focus on the right issues and solutions when working with farmers
- **Compliance and relevance:** ensures KMR programme sediment reduction plans comply with regulatory FEP requirements as they are confirmed by central government – avoiding councils and farmers having to re-do work for regulatory purposes, having previously completed work for KMR grant-related purposes

**Interoperability:** can be connected to council farm planning systems if they choose to invest in building them from scratch from the ground up or opt to buy or license a full farm environment planning platform.

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## Considerations

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

The proposed digital build is assessed as being vital to provide efficiency and effectiveness for the KMR programme. Having effective digital tools available for sediment planning, farm advisory and grant allocation functions is critical for effective administrative and reporting requirements of the programme. These efficiencies will assist in all areas of the programme, from delivering environmental outcomes on the ground to achieving employment and related social and cultural outcomes.

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

Budget of \$700,000 for the development, configuration, training, and deployment of a digital system for remediation-grant management and sediment reduction planning has been approved under the Year 2 Work Plan. No further budget is sought.

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

There are a number of risks in any digital build project which need to be managed. The recommended approach of working with SmartyGrants and MediaSuite was arrived at through a rigorous procurement and options process, where potential market providers were engaged with and assessed. Definition of detailed product specifications has taken place and contracting arrangements will take a realistic and staged approach, while also ensuring timely delivery.

There is some risk to manage with the absence of a significant budget contingency. If the KMR team finds unexpected complications, or if there are disruptions due to changes in operating context (i.e., product specifications change as the project proceeds), the project team will have to juggle priorities and some components of the system may have to drop in order to ensure core functionality is delivered on time and within budget.

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

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.<sup>1</sup>

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

It is proposed the Interim Pou Tātaki is delegated the task of finalising commercial contracts with the preferred suppliers SmartyGrants and MediaSuite in accordance with KMR procurement policy. That policy likely means one of the commercial contracts is signed by the NRC Chief Executive, as it will be above the \$250,000 financial delegation provided to the Pou Tātaki.

It is also recommended KMR staff report on progress on the digital build to the Joint Committee in October 2021 and April 2022, either by a memorandum to the Joint Committee or at a business meeting if required.

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### **Ngā tapirihanga / Attachments**

Nil

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<sup>1</sup> 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.



**TITLE:** Landowner Grants - Further Consideration

**ID:**

**From:** John Hutton, Strategic Business Manager, Kaipara Maurikura

**Authorised by  
Group Manager:** Alan Wilcox, Kairuruku (Acting Pou Tātaki), on 15 July 2021

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### He Rāpopoto hautū / Executive summary

On 22 March 2021 the Kaipara Moana Remediation Joint Committee (Joint Committee) approved an approach for the delivery of landowner grants funding through Sediment Reduction Plans and a set of criteria for fencing and riparian planting for the same. Staff have now had some experience implementing grants, with number of plans have been considered for funding and around 10 being approved

Feedback has been provided on the criteria by a range of people who have been consulted. This consultation suggests that the key principles relating to the administration of Sediment Reduction Plans need to be more clearly defined and some of the original criteria can be refined or adjusted.

As engagement with experienced Kaipara Moana landowners and agricultural sector bodies to test the workability of the criteria at an on-farm level is ongoing, the criteria should be seen as “provisional” with viable changes that arise being brought back for final approval in November 2021.

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### Ngā tūtohu / Recommendation(s)

1. That the report ‘Landowner Grants - Further Consideration’ by John Hutton, Strategic Business Manager, Kaipara Maurikura and dated 14 July 2021, be received.
2. That the ‘KMR Programme Remediation Funding Criteria’ in Attachment 1 to this report be refined by the adoption of those Principles and Additional Criteria set out Attachment 2 to this report.
3. Note that consultation with landowners and stakeholders on the criteria will be ongoing and that approval to amend will be sought if changes are proposed.

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### Horopaki / Context

At its meeting on 22 March 2021 the Joint Committees approved recommendations relating to the provision of grants funding through Sediment Reduction Plans. Among these were:

- “5. That the ‘KMR Programme Remediation Funding Criteria’ in Attachment 2 to the agenda report is approved.
6. Note that the ‘KMR Programme Remediation Funding Criteria’ in Attachment 2 to the agenda report will be tested with landowners and stakeholders and approval to amend will be sought if changes are proposed”

The criteria approved are set out in Attachment 1 related to:

- **Fencing:** types, placement and setbacks; materials, gates; related to topography
- **Planting:** Riparian, wetlands, fencing prerequisites, no poplars or pines, native species, labour, site preparation, maintenance, density setbacks,

- **General guidance:** archaeological sites, annual limits to grant funding contributions at \$40,000.
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## Tātari me ngā tūtohu / Analysis and advice

### Suggested Refinements

Since the approval of this report former Integrated Kaipara Harbour Management Group (IKHMG) staff have provided several Sediment Reduction Plans for approval. Discussions have been held with a range of people to test the effectiveness and practical application of the criteria. This has resulted in suggestions for a number of refinements to what was previously approved by the Joint committee.

### Key Principles

Overarching principles are recommended to help frame the criteria. It is suggested that the following principles are adopted:

- i) KMR will work with all landowners
- ii) Communications need to be clear that in the case of limited funds over the programme, priority will be given to best sediment reduction outcomes
- iii) Sediment Reduction Plans should be tailored to the sub-catchment environment, with appropriate impact measures consistent with the objectives of the programme.
- iv) Riparian and wetland fencing should be the priority focus of Years 1 and 2 of the KMR programme (with the addition of criteria for Highly Erodible Land and soil conservation work from Year 2 onwards)
- v) KMR finances for projects identified in Sediment Reduction Plan will be for 50% of specified items and described as a 'contribution' - they will not cover \$50% of all work the landowner may want to carry out.
- vi) The severity and the size of the sedimentation issues and the overall impacts will determine the level of support available for a landowner
- vii) Payments for plant stock will be to the designated Nurseries directly upon order from the landowners.
- viii) As the Mataranga Māori Strategy is developed further work will occur on how the strategy will impact on the grants process.
- ix) Payment of grants will be related to stages of work carried out, as soon as possible on completion and sign-off
  - a. Within 3 weeks of formal notification to KMR that work is done, KMR will have the work checked and confirmed
  - b. Payment made as per normal payment processes.
  - c. Conditions such as fences must last 15 years minimum, no removal of fences / improvements for [10] years.

### Criteria

The following additions to the adopted criteria are recommended:

- There is a catch-all criteria that, as long as the remediation outcome is achieved, the Kaipara Maurikura can approve a departure from a criteria or rule to cater for local conditions (the exception being where there is a national or district rule)
- If a Sediment Reduction Plan proposal has exceptions to the criteria or rules, then approval by the Amo – Rauora Kōawa / Catchment Remediation Manager employed by Kaipara Maurikura will be sought.
- When a Sediment Reduction Plan identifies remediation work in a specific location, the landowner or contractor can vary the path or location of that work to meet best-practice for health and safety outcomes – an example being, if slope or other factors creates a health and safety risk for fencing, and an alternative route achieving the same outcome would lower risk during work, the landowner and contractor should be allowed to make these adjustments during the work process, and later bring this change to the attention of the KMR advisor
- A size – 20 hectares planting minimum is sought in the next two years unless there is a disproportionate sediment impact (consistent with NES-FW / NPS rules)
- The KMR will not pay for benching. Benching will only be considered in circumstances where no or minimal sediment loss and destabilisation will result if this is not carried out.
- However, the KMR will consider funding a benching project if it is:
  - consistent with national and regional rules; and
  - resource consents have been obtained by the landowner, and
  - it is accepted by the applicant that the KMR will not pay for any resource consent or professional fees.
- The KMR will only contribute funding for water reticulation by way of a per trough (\$500-\$800) contribution for each field that is adjacent to the stream or wetland to be planted where stock is excluded.
- The distance fencing from the stream for planting in the original criteria should be changed to “an average 5 metre distance from stream, with a minimum of 3 metres.”
- Planting criteria – stock exclusion prior to riparian planting is required, but riparian fencing may not be required, depending on circumstances.

### Consultation

While discussions have been held with a number of individual landowners and with Fonterra on the funding criteria, there has been no formal consultation at a community level. Feedback to staff is that this should take place to refine the criteria and establish “buy-in”. At the same time, there is increasing demand to accelerate the KMR programme, although staff resources and the processing system are not predicted to be completely in place until sometime in September, assuming no unforeseen delays.

On this basis it is recommended that the criteria adopted by the Joint Committee continue to be seen as “provisional” for the two months from the end of July, in the same way that the rules of a District Plan could be seen as “provisional” during a period of consultation. It is suggested that three landowner hui be held in different part of the catchment over this time, with their feedback considered, after which the Joint Committee can adjust the criteria if need be. In the meantime, the criteria can be used to guide allocation.

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### Considerations

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

Providing financial support to landowners in the Kaipara Moana catchment to undertake work on their properties that reduces sediment loss is fundamental for the KMR Programme to

meet Tiaki taiao (Natural Capital) and Ōhanga (Physical & Financial Capital) investment objectives. The criteria for allocation will assist with a fairer, more flexible and more focused distribution of resources to where there is most benefit.

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

There are no more financial implications from this report than was proposed in the March Report on this subject, and from what has been budgeted for remediation works through Sediment Reduction Plans under 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 criteria approved on 22 March 2021. These will assist in reducing risk of misaligned application, contributing to the protection of cultural sites, and enabling buy-in from affected Landowners while continuing with the sediment mitigation programme.

**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 considered to be of significance when assessed against Northland Regional Council's significance and engagement policy and for this reason a consultation process and timeframe is suggested.

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

Public access to the criteria of the Landowner Grants Scheme is likely to be sought after the hui on the 29 July. Information on the criteria will be placed on the KMR web site, and, as staff are brought into the Kaipara Maurikura and contracted to assist with applications and the digital tools are configured to process them, they will be increasingly relied on. A period of consultation with landowners is therefore recommended for no more than two months to assess concerns hear suggestions for improvement and obtain buy-in. After this the provisional criteria can be confirmed by the Joint Committee.

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**Ngā tapirihanga / Attachments**

Attachment 1: KMR Programme Remediation Funding Criteria [↓](#) 

Attachment 2: Proposed Key Principle and Additional Criteria [↓](#) 































