

Kaipara Moana Remediation Joint Committee Meeting Minutes

Meeting held in the Haranui Marae, 64 Haranui Road, Parakai, Helensville
on Friday 30 October 2020, commencing at 2:30pm

Tuhinga (Present):

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

I Tae Mai (In Attendance):

Full Meeting
Malcolm Nicolson
Penny Pirrit
John Hutton
Alan Wilcox
Duncan Kervell
Sarah Nolan

The Chair declared the meeting open at 2:32.

Ngā whakapahā/Apologies (Item 1.0)

There were no apologies.

Nga whakapuakanga (Declarations of Conflicts of Interest)

It was advised that members should register their existing interests and make declarations item-by-item as the meeting progressed.

Action: All members to send Leah Porter any Interests to register by 13 November 2020

Confirmation of Minutes - 09 October 2020 (Item 4.1)

ID: A1374625

Report from Leah Porter, PA/Administrator Environmental Services

Moved (Sherard/Smart)

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 09 October 2020 be confirmed as a true and correct record.

Carried

Kaipara Moana Remediation Joint Committee Members Allowance Policy (Item 5.1)

ID: A1377632

Report from Penny Pirrit, Northland Regional Council Management Representative

Recommendation(s)

1. That the report 'Kaipara Moana Remediation Joint Committee Members Allowance Policy' by Penny Pirrit, Northland Regional Council Management Representative and dated 20 October 2020, be received.
2. That the Kaipara Moana Remediation Joint Committee Members Allowance Policy attached to this report be adopted.
3. That a review of the Members Allowance policy occurs after one year of operation

Amendment to recommendations Moved (Smart/Wright)

That the following amendments are made to the recommendations:

1. That the report 'Kaipara Moana Remediation Joint Committee Members Allowance Policy' by Penny Pirrit, Northland Regional Council Management Representative and dated 20 October 2020, be received.
2. That a subcommittee of two Kaipara Uri, One NRC and one AC member, plus an independent person (appointed by the Chair and Deputy Chair) be set up to consider further both the daily rates, and the number of days remunerated under the Members' Allowance Policy, taking in to account the specific requirements Kaipara Uri members have to communicate with their member entities; and the skills and knowledge they bring.
3. That the subcommittee is to report back to the 16th November committee meeting
4. That Virginia Warriner, Malcolm Welsh, Greg Sayers and Penny Smart be appointed to the subcommittee.

Carried

Establishment Tasks and Arrangements (Item 5.2)

ID: A1377614

Report from Alan Wilcox, Kaipara Uri Management Representative

Moved (Newman/Sherard)

1. That the report 'Establishment Tasks and Arrangements' by Alan Wilcox, Kaipara Uri Management Representative and dated 20 October 2020, be received.
2. Note the 12 month work tasks anticipated to be required under a Year 1 Work Programme, as presented in Attachment 2 of this report, acknowledging that from time to time these will need to be updated and adjusted.
3. That an Interim Management Team be created to support the establishment of the Kaipara Moana Remediation Programme in the interim, until such time as a permanent structure and personnel are put in place.

4. That representatives endorsed by the Northland Regional Council, Auckland Council and Kaipara Uri entities coordinate the establishment of the Kaipara Moana Remediation Programme as the Interim Management Team.
5. That the Northland Regional Council representative is appointed Interim Coordinator, with oversight of key implementation and management matters, and coordinating reports and recommendations to the joint committee.
6. Note the staff support structure with a Project Coordinator and Project Leads being seconded from Northland Regional Council and Auckland Council.
7. Note that seconded staff time from Northland Regional Council and Auckland Council will be counted as part of their parent organisations' contribution to the Remediation Project.
8. Approve the positions of Interim Coordinator, Kaipara Uri Management Representative, Kaipara Uri Research and Engagement, and Administrative Support Person, being contracted until permanent staffing arrangements are in place.
9. That a sum of \$350,000 be allocated for Contract servicing staff, to be paid from Council's cash contributions until such time as the Deed of Funding is signed and Crown money available.
10. That in the interim, until the establishment of an operations entity, the remediation programme will utilise Northland Regional Council financial delegations, with the delegated authority held by the Group Manager Environmental Services (NRC) to approve expenditure up to \$250,000, provided expenditure has previously been approved by the Kaipara Moana Remediation Joint Committee either by specific resolution or within an Annual Work Programme and Budget.
11. That, prior to consideration of procurement policies arising from the Workforce Development Strategy and the establishment of an operations entity, Northland Regional Council procurement policies relating to procurement of services and contracts be adopted with the following variations:
 - a. Where possible any contracts that are awarded are restricted to no more than one year;
 - b. All suppliers are requested to give consideration to how the objectives of the Kaipara Moana Remediation Programme Memorandum of Understanding as set out in Appendix One can be fulfilled by their proposals;
 - c. The Joint Committee itself, and staff, when awarding contracts, give greater consideration to suppliers that best meet the objectives of the Kaipara Moana Remediation Programme Memorandum of Understanding;
 - d. That reasons for the decision clearly state why tenders are being allocated to the successful suppliers;
 - e. That in the interim the Group Manager Environmental Services (NRC) and Interim Management Team form a Panel for the purposes of determining Tenders;
 - f. That the Tenders Panel have authority to approve tenders where such approvals are clearly within the Kaipara Moana Remediation Joint Committee's Annual Plan and Budget up to a value of \$250,000, referring, with recommendations tenders over \$250,000, to the Joint Committee for approval.
 - g. That the Interim Management Team and Group Manager Environmental Services (NRC) be permitted to determine those occasions that may arise where an advantageous result would not be achieved by advertising a tender or RFQ or

seeking three (3) formal written quotes (in accordance with NRC procurement policy thresholds);

- h. That in these circumstances, the reasons for not seeking three (3) written quotes and / or advertising tenders must be documented in writing and available to the Joint Committee on request.

Moved (Macdonald)

That Recommendation 8 be amended to be:

8. Approve the positions of Interim Coordinator, Kaipara Uri Management Representative, Kaipara Uri Research and Engagement, and Administrative Support Person, being contracted by NRC until permanent staffing arrangements are in place.

Carried

Kaipara Moana Remediation – Initial Project Approvals (Item 5.3)

ID: A1378286

Report from John Hutton, Auckland Council Management Representative

Moved (Wright/Sayers)

1. That the report 'Kaipara Moana Remediation – Initial Project Approvals' by John Hutton, Auckland Council Management Representative and dated 21 October 2020, be received.
2. That budget be approved for four projects totalling \$407,000 (excluding GST), being:
 - a. Engagement and Communications Strategy (\$102,000)
 - b. Kaipara Nursery Strategy (\$60,000)
 - c. Workforce Strategy (\$71,000)
 - d. Te Paiaka – Native Root Project (\$174,000)
3. That the Northland Regional Council is asked to provide the banking and accounting services required to undertake these and future projects, until such time as a future Kaipara Moana Body is established.
4. That the four projects be funded by a combination of in-kind and cash contributions by Auckland Council and Northland Regional Council, ahead of the finalisation of a deed of funding with the Crown, and that this will be counted as part of councils' co-funding contributions to the remediation programme.

Moved (Te Rangi)

That recommendation 2b be changed to:

- b. Kaipara Moana Nursery Strategy (\$60,000).

Carried

Karakia Mutunga

Whakamutunga (Conclusion)

The meeting concluded at 3:30.