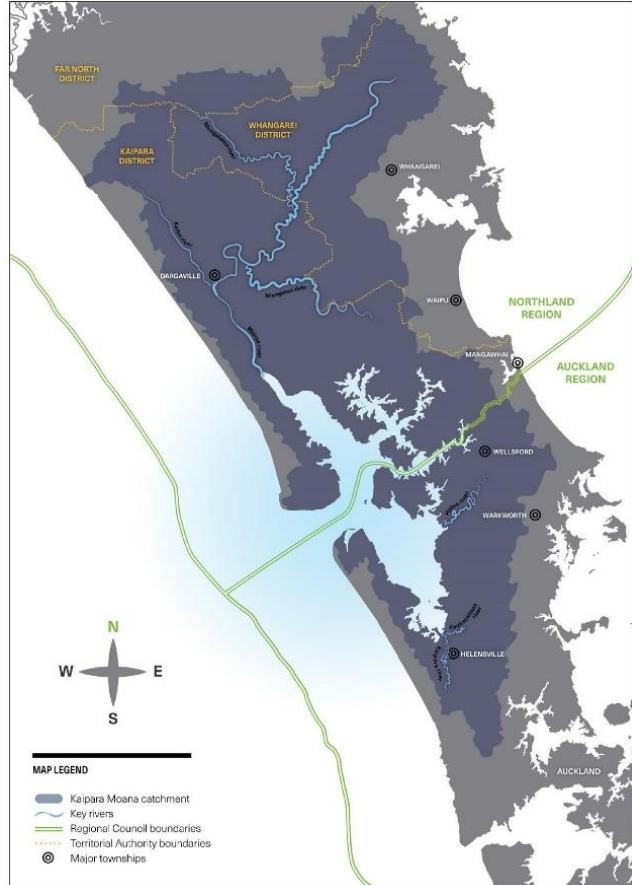


AGENDA

RĀRANGI TAKE

Kaipara Moana Remediation Joint Committee

Friday 4 December 2020 at 9:30am



Kaipara Moana Remediation Joint Committee Agenda

Meeting to be held in the Wellsford Community Centre, 1 Matheson Road, Wellsford
on Friday 4 December 2020, commencing at 9:30am

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)

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 Rangī	Ngā Maunga Whakahī o Kaipara, Cherie Povey	Ngā Maunga Whakahī o Kaipara, Jane Sherard

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)

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5.0 NGĀ RĪMITI (ITEMS)

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5.2 Report back on Members Allowance Policy 11

KARAKIA WHAKAMUTUNGA

TITLE: Confirmation of Minutes - 16 November 2020
ID: A1389979
From: Leah Porter, PA/Administrator Environmental Services
Authorised by Jonathan Gibbard, Group Manager - Environmental Services, on 27
Group Manager: November 2020

Recommendation

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 16 November 2020 be confirmed as a true and correct record.

Attachments/Ngā tapirihanga

Attachment 1: Kaipara Moana Remediation Joint Committee meeting minutes - 16 November 2020



Kaipara Moana Remediation Joint Committee Kaipara Moana Remediation Joint Committee Minutes

Meeting held in the Taita Marae, 1968 State Highway 12, Mamaranui, Kaihū
on Monday 16 November 2020, commencing at 2:00pm

Tuhinga (Present):

Chair, Te Rūnanga o Ngāti Whātua, Tame Te Rangi
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
Ngā Maunga Whakahī o Kaipara, Cherie Povey
Ngā Maunga Whakahī o Kaipara, Jane Sherard

I Tae Mai (In Attendance):

Full Meeting

Malcolm Nicolson
Jonathan Gibbard
Penny Pirrit
John Hutton
Alan Wilcox
Duncan Kervell
Dr Tom Stephens
Courtney Armstrong
Sarah Nolan
Hannah Brightly
Leah Porter

The Chair declared the meeting open at 1:13pm and advised that confidential matters would be addressed prior to business open to the public.

1. Business with the public excluded (Item 5.2)

ID: A1382390

Report from Penny Pirrit, Northland Regional Council Representative

Moved (Newman/Sherard)

1. That the public be excluded from the proceedings of this meeting to consider confidential matters.
2. That the general subject of the matters to be considered whilst the public is excluded, the reasons for passing this resolution in relation to this matter, and the specific

grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

Item No.	Item Issue	Reasons/Grounds
5.2	Draft Deed of Funding Update	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to enable council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(i).

Moved (Wright/Smart)

1. That the report 'Proposed Deed of Funding' by Penny Pirrit, Northland Regional Council Management Representative and dated 4 November 2020, be received.
2. That the Proposed Deed of Funding in Attachment One to this report be endorsed in principle, and recommended to member parties of the Kaipara Moana Remediation Programme Memorandum of Understanding (Ngā Maunga Whakahi o Kaipara Development Trust, Te Rūnanga o Ngāti Whātua, and Te Uri o Hau Settlement Trust, Northland Regional Council, and Auckland Council) for ratification and signing once the final Deed is available.
3. That the member parties of the Kaipara Moana Remediation Programme Memorandum of Understanding be advised that the Joint Committee supports the identification of the Northland Regional Council as the 'recipient'/banker of the grants funds as set out in the Proposed Deed.
4. That the Kaipara Moana Joint Committee approve the expenditure of up to \$5,000 to seek independent legal advice on the Draft Deed of Funding to support and inform member parties decision making processes.

Secretarial Note: After discussion, Recommendation 4 was added and approved.

Carried

Moved (Welsh/Wright)

That the meeting be adjourned for 1 hour.

Carried

Secretarial Note: The meeting reconvened at 2:45pm

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.

2. Confirmation of Minutes - 30 October 2020 (Item 4.1)

ID: A1382397

Report from Leah Porter, PA/Administrator Environmental Services

Moved (Wright/Macdonald)

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 30 October 2020 be confirmed as a true and correct record.

Carried

3. Year One Budget and Work Programme (Item 5.1)

ID: A1382391

Report from John Hutton, Auckland Council Management Representative

Moved (Newman/Smart)

1. That the report 'Year One Budget and Work Programme' by John Hutton, Auckland Council Management Representative and dated 4 November 2020, be received.
2. That budget be approved for 15 projects totalling \$12,271,000 (excluding GST), set out in Attachment 1 to the Agenda report, being:
 - a. NRC Grants Funding
 - b. Fonterra Tiaki Partnership
 - c. Waiotū Catchment Care Group
 - d. Waterway Wetland Remediation – Forest Bridge Trust
 - e. Advisor Training & Accreditation
 - f. Nursery Partnerships – plant propagation and supply
 - g. Soil Conservation Nursery - Stage 1 - Strategy and Scoping
 - h. Implementation of E&C Strategy
 - i. E&C Strategy implementation (\$500k);
 - ii. Catchment Group Project Support (\$1m)
 - i. Digital tools – design, preparation and procurement
 - j. FEP Accounting Framework - Fresh Water Management Tool
 - k. Mātauranga Māori Strategy
 - l. South Kaipara Streams - Stage 1
 - m. Eroding Land Features
 - n. Wetland Features
 - o. Management, accounting and audit costs
 - p. and that the design, procurement and implementation of the budget lines under 2b, 2e, 2f, and 2hi & 2hii will not take place prior to further discussion and approval by the Joint Committee
3. Note that on 30 October 2020 approval was given for four projects with budget of \$407,000 (excluding GST), and contract servicing staff with a budget of \$350,000

(excluding GST), and that these will be accounted for under the Year 1 Budget and Work Programme.

4. Note that the total Year 1 Budget as a result of approval of the projects in this report; and the approved projects from the 30 October 2020 joint committee meetings is \$13,028,000.
5. Note that the Year 1 Budget and Work Programme will be attached to the deed of funding to be agreed by programme partners and the Crown to make Crown grant funding available.
6. Note that the Joint Committee may need to consider adjustments to the budget as the year progresses, as some projects may require more or less resources.
7. Note that the Year 1 Budget and Work Programme includes contributions from third parties/land-owners which will arise when remediation work is undertaken.
8. Note the need for co-funding to match Crown grant funding over the first six years of the Kaipara Moana Remediation programme.

Secretarial Note: After discussion, Recommendation 2h was amended and 2p was added.

Secretarial Note: Cr Yeoman declared a potential conflict of interest as a neighbouring land owner of the Waioitu Catchment Care Group, although no personal connection with the involved landowners.

Secretarial Note: Member Wright declared a potential conflict of interest due to involvement in IKHMG Sustainable Land Use Project.

Carried

4. Report back on Members Allowance Policy (Item 5.3)

ID: A1383340

Report from Leah Porter, PA/Administrator Environmental Services

Moved (Te Rangi/Wright)

That this item be deferred to the Joint Committee meeting scheduled for 4 December.

Carried

Whakamutunga (Conclusion)

The meeting concluded at 3:57pm.

TITLE: **Kaipara Moana Remediation Joint Committee 2021 Meeting Schedule and Work Programme**

ID: A1389829

From: Penny Pirrit, Northland Regional Council Management Representative

Authorised by Group Manager: Jonathan Gibbard, Group Manager - Environmental Services, on 26 November 2020

He rāpopoto hautū / Executive summary

This report proposes a schedule of Joint Committee formal meeting and workshop dates for the first seven months of 2021. It also outlines an indicative work programme for the Joint Committee over that period. As a result of feedback from members, additional workshop dates are proposed to enable debate and discussion on important issues such as the strategic intent of the Joint Committee, development of communication and engagement strategy and the Year Two Work Plan.

Recommendation(s)

1. That the report 'Kaipara Moana Remediation Joint Committee 2021 Meeting Schedule and Work Programme' by Penny Pirrit, Northland Regional Council Management Representative and dated 25 November 2020, be received.
 2. That the Joint Committee confirm the formal meeting and workshop dates for the first seven months of 2021 set out in *Table 1: Schedule of Formal Meetings and Workshops - First Seven Months 2021* of this report.
 3. That the forward work programme for the Joint Committee set out in *Table 2: 2021 Joint Committee's First Quarter Forward Work Programme* of this report be approved and reviewed again in April 2021.
 4. That the Joint Committee notes the frequency of meetings will be reviewed in April 2021 as per the Joint Committee's resolution of the 9th October 2020.
-

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 the meetings will be held. It also allows proper planning of venues and agenda items.

Tātari me ngā tūtohu / Analysis and advice

1. Proposed Schedule of meeting dates

A schedule of Joint Committee meeting and workshop dates is required for 2021. At the inaugural meeting of the Joint Committee it was resolved that the formal meetings would be held monthly until April 2021, at which time a decision would be made by the Joint Committee on whether the meetings should occur less frequently. The Joint Committee also resolved that formal meetings should be generally held on marae within the Kaipara Moana catchment.

Since the inaugural meeting there have been two other formal meetings with workshops occurring in the morning of those meetings. The Joint Committee has provided feedback that more time is needed for members to discuss key issues facing the programme prior to reports being tabled at

formal meetings. Therefore, the proposed schedule of dates for 2021 set out below has incorporated additional days for workshops – particularly in the first quarter.

All formal meetings and/or workshops will be from 9.30am – 4.00pm. It has not always been possible to find dates when all joint committee members are available so the dates with the most attendees available have been proposed. The proposed schedule also indicates monthly meetings up until July 2021. If the Joint Committee decides in April 2021 to reduce the number of formal meetings, the dates post April could either be amended to reflect the reduction or used for workshops. The adoption of the schedule will enable the confirmation of the location of each meeting/workshop.

Table 1: Schedule of Formal Meetings and Workshops - First Seven Months 2021

DATE 2021	FORMAT	LOCATION	PURPOSE OF WORKSHOP
JANUARY/EARLY FEBRUARY	Workshop	Wellsford/Kaiwaka	Engagement and Communication Strategy; Digital Tools
22ND FEBRUARY	Formal meeting/potential workshop component	Marae	
18TH MARCH	Workshop	Wellsford/Kaiwaka	Year 2 Work Plan initial discussion
22ND MARCH	Formal meeting/potential workshop component	Marae	
15TH APRIL	Workshop	Wellsford/Kaiwaka	Year 2 Work Plan
19TH APRIL	Formal meeting/potential workshop component	Marae	
17TH MAY	Formal Meeting/potential workshop component	Marae	
25TH JUNE	Formal Meeting/potential workshop component	Marae	
22ND JULY	Formal Meeting/potential workshop component	Marae	

2. Forward Work Programme of Joint Committee Meetings and Workshops

The Joint Committee adopted a forward work programme at its inaugural meeting to give clarity on the priority matters that it needs to receive advice and makes decisions on. A forward programme also provides an indication to advisors on when and what information and advice needs to be provided to the committee. The adopted forward work programme covered the months up until December 2020.

The table below indicates what that forward programme may look like up until April 2021.

Direction is required on what items need to be amended and on what other matters should be included. Regular updates to this work programme will be reported on a quarterly basis.

Table 2: 2021 Joint Committee's First Quarter Forward Work Programme

MONTH OF MEETING	AGENDA ITEM	WORKSHOP MATTER
JANUARY 2021	No formal meeting	Communications and Engagement Strategy
FEBRUARY 2021	Operations Entity options Progress report on Year One projects Landowner Contributions Approach	Digital Tools
MARCH 2021	Proposed Engagement and Communications Strategy	Year 2 Work Plan initial discussions Kaipara Moana Nursery Strategy Workforce Strategy
APRIL	Draft Year 2 Work Plan Kaipara Moana Nursery Strategy Workforce Strategy	Year 2 Work Plan ongoing discussions

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 formal meetings and workshops are provided for in the budget approved by the Joint Committee on the 16th November 2020.

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 2021 and a forward work programme for the joint committee) 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 has agreed on the schedule of meetings and workshops venues and locations can be booked.

Attachments/Ngā tapirihanga

Nil

TITLE: Report back on Members Allowance Policy

ID: A1383340

From: Penny Pirrit, Northland Regional Council Management Representative

Authorised by Jonathan Gibbard, Group Manager - Environmental Services, on date 26
Group Manager: November 2020

Executive summary/Whakarāpopototanga

The Members Allowance subcommittee has met however at the time of writing this paper had not formed their recommendation for the Member Allowance Policy. This item acts as a holding paper with further advice and recommendations to be provided to the Joint Committee prior to the committee meeting.

Recommendation

That the report 'Report back on Members Allowance Policy' by Penny Pirrit, Northland Regional Council Management Representative and dated 25 November be received.

Background/Tuhinga

At the meeting of the 30th October 2020 the Joint Committee, after considering item 5.1 (Kaipara Moana Remediation Joint Committee Allowance Policy), resolved:

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.

This matter was further deferred at the 16 November committee meeting. The subcommittee has since met and will report back with their recommendations for the Members Allowance Policy. A further written report will be distributed prior to the meeting.

Attachments/Ngā tapirihanga

Nil