

Agenda

Rārangi Take

Kaipara Moana Remediation Joint Committee
Monday 13 June 2022 at 09.30am



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Kaipara Moana Remediation Joint Committee Agenda

Meeting to be held in the remote
on Monday 13 June 2022, 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)

Tame Te Rangi (Chair), Te Runanga o Ngāti Whātua
Penny Smart (Deputy Chair), Northland Regional Council
Amy Macdonald, Northland Regional Council
Cherie Povey, Ngā Maunga Whakahii o Kaipara
Daniel Newman, Auckland Council
Georgina Connelly, Te Uri o Hau
Greg Sayers, Auckland Council
Jane Sherard, Ngā Maunga Whakahii o Kaipara
Joce Yeoman, Northland Regional Council
Malcolm Welsh, Te Uri o Hau
Virginia Warriner, Te Runanga o Ngāti Whātua

KARAKIA / WHAKATAU

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TITLE: Confirmation of Minutes - Kaipara Moana Remediation
Joint Committee 11 April 2022


From: Sandra Harris, Administrator Kaipara Maurikura

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager/s:

Ngā mahi tūtohutia / Recommendation

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 11 April 2022, confirmed as a true and correct record.

Attachments/Ngā tapirihanga

Attachment 1: Kaipara Moana Remediation Joint Committee Minutes 11 April 2022 [!\[\]\(3e2231b1ad3ca8da8658228c00dd08e0_img.jpg\)](#) 

Kaipara Moana Remediation Joint Committee
11 April 2022

Kaipara Moana Remediation Joint Committee Minutes

Meeting held remotely
on Monday 11 April 2022, commencing at 09.30am

Tuhinga (Present):

Tame Te Rangi (Chair), Te Rūnanga o Ngāti Whātua
Penny Smart (Deputy Chair), Northland Regional Council,
Amy Macdonald, Northland Regional Council,
Daniel Newman, Auckland Council,
Cherie Povey, Ngā Maunga Whakahī o Kaipara,
Greg Sayers, Auckland Council,
Virginia Warriner, Te Rūnanga o Ngāti Whātua,
Malcolm Welsh, Te Uri o Hau,
Joce Yeoman, Northland Regional Council,
Georgina Connelly, Te Uri o Hau

I Tae Mai (In Attendance):

Justine Daw – Pou Tātaki, Kaipara Maurikura	John Hutton – Interim Strategic Business Manager, Kaipara Maurikura
Duncan Kervell - Land and Catchments Projects Contractor, Kaipara Maurikura	Stephanie Versteeg - Amo-Rautaki Pākihi Strategic Business Manager, Kaipara Maurikura
William Wright - Ringa-Hononga Mana Whenua Mana Whenua Relations Lead, Kaipara Maurikura	Lisette Rawson - Amo-Rauora Kōawa Catchment Remediation Manager, Kaipara Maurikura
Ilka Pelzer – Ministry for the Environment (Observer)	Ben Hope - Ringa-Pārongo Communications Lead, Kaipara Maurikura
Robyn Stubbing – Notetaker Kaipara Maurikura	Griffin Hope - Pūtohu – Hononga Hapū and Hāpori
David McDermott – Land Project Consultant Planting Specialist	Darren van Beek - Pūtahi – Tira Mahi, Whanake, Auaha Workforce, Business Growth, and Innovation Advisor

Secretarial Note: Committee members were introduced to Robyn Stubbing, note taker. Condolences to acknowledge the passing of Joint Committee member Greg Sayers's mother.

The Chair declared the meeting open at 9.30am.

Karakia Tīmatanga and Whakatau

Secretarial note: Due to the current COVID-19 restrictions and the meeting being conducted fully remotely, proceedings were livestreamed - <https://youtu.be/avwnDDqg7cM>

Ngā whakapahā / Apologies (Item 1.0)

Moved (Smart / MacDonald)

That the apologies from Councillor Danielle Hancock (Auckland Council) and Jane Sherard (Ngā Maunga Whakahī o Kaipara) for non-attendance be received.

Carried

Kaipara Moana Remediation Joint Committee
11 April 2022

Ngā whakapuakanga (Declarations of Conflicts of Interest)

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

Confirmation of Minutes - Kaipara Moana Remediation Joint Committee 21 February 2022 (Item 4.1)

Report from Sandra Harris, Administrator Kaipara Maurikura

Moved (Sayers / Macdonald)

That the minutes of the Kaipara Moana Remediation Joint Committee meeting held on 21 February 2022, be confirmed as a true and correct record.

Carried

Action Tracker - April 2022 (Item 5.1)

Report from Sandra Harris, Administrator Kaipara Maurikura

Moved (Connelly / Povey)

That the Action Tracker be received.

Carried

Forward Workplan - 2022 (Item 5.2)

Report from Sandra Harris, Administrator Kaipara Maurikura

Moved (Warriner / Yeoman)

That the Forward Workplan be received.

Carried

Year 3 Annual Work Plan (Draft) (Item 6.1)

Report from Stephanie Versteeg, Amo-Rautaki Pākihi | Strategic Business Manager and John Hutton, Interim Strategic Business Manager

1. That the report 'Year 3 Annual Work Plan (Draft)' by Stephanie Versteeg, Amo-Rautaki Pākihi | Strategic Business Manager and John Hutton, Interim Strategic Business Manager and dated 6 April 2022, be received (*Attachment 1*).

Moved (Macdonald / Yeoman)

2. *Note* the KMR work programme is now structured across six key areas and, while many Year 2 projects are continuing in Year 3, budget project codes now align to the new work programme structure (refer Table 5 in this report).
3. *Note* the draft Year 3 Work Plan budget totals \$16.584 million (total programme value excluding GST).
4. *Note* the Year 3 Annual Work Plan budget and KPIs will continue to change as modelling is refined and it becomes clearer what Year 2 budget needs to carry over into Year 3.

Kaipara Moana Remediation Joint Committee
11 April 2022

5. *Note* there are inherent challenges in modelling uptake of remediation activity, as KMR is a voluntary programme, and uptake can be highly variable depending on human capacity, economic settings and weather.
6. *Note* that given the uncertainties in KMR's operating environment, we have taken a moderate approach to estimating uptake in Year 3, which can be revised as the year progresses, if required.
7. *Note* a draft Year 3 Annual Work Plan needs to be submitted to the Ministry for the Environment by 30 April, and the Ministry can request any reasonable modifications within 20 working days.
8. *Agree* to delegate approval of a revised draft Year 3 Annual Work Plan for submission to the Ministry for the Environment to the Joint Committee Chair and Deputy Chair.
9. *Note* the Joint Committee will receive a progress update on the Year 3 Annual Work Plan in May and a final draft for approval in June.

Moved (Warriner / Yeoman)

Carried

Secretarial Note: Member Welsh asked if the 2022/2023 budget provides for soil conservation and afforestation initiatives such as carbon-storing forests. Joint Committee members were informed that while the budget makes some provision for soil conservation remediation activities, the specific elements are dependent on policy settings which are still under development. A workshop may be held to discuss this matter later in the year. Joint Committee Members acknowledged the work done and progress made.

Kaipara Moana Remediation COVID-19 Settings (Item 6.2)

Report from Justine Daw, Pou Tātaki

1. That the report 'Kaipara Moana Remediation COVID-19 Settings' by Justine Daw, Pou Tātaki and dated 6 April 2022, be received.

Moved (Connelly / Smart)

2. *Note* that Kaipara Maurikura staff, secondees and contractors working directly for Kaipara Moana Remediation remain subject to the Northland Regional Council's COVID-19 policy, and that this is evolving in line with changes to Government COVID-19 settings
3. That the recommended approach for applying the Traffic Light system to Kaipara Moana Remediation activities as set out in Attachment 1 be adopted from Tuesday 26 April, subject to any additional Northland Regional Council requirements
4. That a further report on KMR COVID-19 policy settings be provided to the Joint Committee by August 2022.

Moved (Welsh / Warriner)

Carried

Secretarial Note: Joint Committee members were informed the proposed policy settings are aligned with the NRC and central government settings. Masks are to be worn at external meetings, and the guidance remains to consider the use of online meetings for external meetings.

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Review of Members' Allowance Policy (Item 6.3)

Report from Justine Daw, Pou Tātaki

Moved (Povey / Smart)

1. That the report 'Review of Members' Allowance Policy' by Justine Daw, Pou Tātaki and dated 31 March 2022, be received.
2. Note that the present Members' Allowance Policy continues to mirror current settings for mileage rates, local government committees, and the Fees Framework for members appointed to bodies in which the Crown has an interest
3. That the the recommended minor modification to the Members' Allowance Policy review set out in Attachment 1 be approved with immediate application

Carried

Secretarial Note: Following Joint Committee discussions an amendment to resolution 3 will be made to include the requirement that both the KMR Joint Committee Chair and Pou Tātaki will sign off members' claims, with the Deputy Chair and Pou Tātaki to sign off claims by the KMR Chair.

A Spatial View of the Kaipara Moana Remediation Programme (Presentation) (Item 6.4)

Report from Duncan Kervell, Kaipara Maurikura Land Management Specialist; Lisette Rawson, Amo - Rauora Kōawa | Catchment Remediation Manager; Griffin Hope, Pūtohu – Hononga Hapū and Hāpori | Community and Hapū Engagement Advisor and David McDermott, Land project consultant - planting specialist

A presentation was presented to Kaipara Moana Remediation Joint Committee.

Secretarial Note: Joint Committee members welcomed the spatial view of the Kaipara Moana Remediation programme, and acknowledged that the programme was operational and working with landowners, businesses, iwi/hapū and other groups across the full catchment. In response to a question, the Kaipara Maurikura confirmed that the KMR programme was in discussions with Reconnecting Northland to identify how its expertise in Job for Nature delivery might support the KMR programme. The Chair informed referral to Joint Committee is welcome under support of current Treaty Settlement negotiations.

Kaipara Moana Remediation Pricing Review (Item 6.5)

Report from Lisette Rawson, Amo - Rauora Kōawa | Catchment Remediation Manager and Darren van Beek, Pūtohi – Tira Mahi, Whanake, Auaha | Workforce, Business Growth, and Innovation Advisor

Moved (Smart / Warriner)

1. That the report 'Kaipara Moana Remediation Pricing Review' by Lisette Rawson, Amo - Rauora Kōawa | Catchment Remediation Manager and Darren van Beek, Pūtohi – Tira Mahi, Whanake, Auaha | Workforce, Business Growth, and Innovation Advisor and dated 6 April 2022, be received.
2. Note that the Joint Committee has previously agreed to an annual review of contractor prices to keep up with changing market conditions.

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3. Note that fair price points are key to scaling up Kaipara Moana Remediation (KMR) activities, including to support the imminent Foundation Planting campaign in winter 2022.
4. Note the recommended revisions to 2021 price points will be operationalised through the 2022 KMR schedule of prices, and inform revised KMR programme modelling.

Carried

Secretarial Note: The Joint Committee was informed that once the Soil Conservation Strategy was finalised, the scope of funded activities would be developed, including associated operational policy settings. It was possible that for some of these activities a different KMR contribution rate may apply (currently, this sits at a 50/50 contribution).

Pou Tātaki Update (Item 6.6)

Report from Justine Daw, Pou Tātaki

Secretarial Note: An update from the Pou Tātaki was provided to the Joint Committee members.

Correspondence (Item 6.7)

Report from Sandra Harris, Administrator Kaipara Maurikura

Secretarial Note: The Auckland Council vacancy made available by the resignation of Member Hancock, will go through the usual Council nomination process. Due to the local body elections later in the year, it is possible that this position may be replaced after the election.

Karakia Mutunga

Whakamutunga (Conclusion)

The meeting concluded at 12.03pm.

TITLE: **Receipt of Action Tracker - June 2022**

From: Sandra Harris, Administrator Kaipara Maurikura

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager/s:

Whakarāpopototanga / Executive summary

This report tables to the meeting an Action Tracker, which records actions still to be resolved from previous Joint Committee meetings. It is a helpful record for both the Kaipara Maurikura and the Joint Committee to have visibility of outstanding actions, including to inform development of a forward schedule of work for the Joint Committee. The Action Tracker complements the formal Joint Committee papers and minutes, both of which are published on the KMR website.

Nga mahi tutohutia / Recommendation

That the action sheet be received.

Attachments/Ngā tapirihanga

Attachment 1: Action Tracker - June 2022 [↓](#) 

Kaipara Moana Remediation Programme

**Joint Committee
Action Tracker (June 2022)**

Meeting Date	Ref #	Action	Who	Due	Status	Comments
22 July 2021						
Digital Tools Investment - remediation grant management & sediment reduction planning system (Item 5.2)	1	That KMR staff are requested to report on progress to the Joint Committee in November 2021 and April 2022.	Karina Marsom / AKL Council Healthy Waters team	April 2022	Closed	
In-Kind Contribution Process (Item 5.2)	2	That a set of rules be developed for a graduated system to quantify in-kind contributions. That the KMR consults representatives of contributor groups to ensure the in-kind contribution process is effective and equitable. That the approach taken be submitted to the Ministry for the Environment for its consideration and feedback. That approval by the Kaipara Moana Remediation Joint Committee to amend the in-kind contribution process will be sought if changes are proposed.	Lisette Rawson / Willie Wright	March 2022	On agenda (13 June)	
15 November 2021						
Procurement of the Kaipara Moana Remediation Freshwater Management Tool (Item 5.1)	3	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 [FWMT]	Karina Marsom / AKL Council Healthy Waters team	Q1, Year 3 (TBC)		Timing for this report-back depends on several factors, primarily finalisation of scope and delivery timelines for the KMR FWMT module, which is itself dependent on the delivery of a digital river network by NRC.

Meeting Date	Ref #	Action	Who	Due	Status	Comments
21 February 2022						
Surge Planting Initiative (Winter 2022) (Item 6.3)	4	A report-back on progress in developing a winter planting pipeline be provided to the Joint Committee	Duncan Kervell / Lisette Rawson	May 2022	Closed	
Catchment Reference Groups (Item 6.2)	5	A report-back on progress to establish the Catchment Reference Group be provided to the Joint Committee	Willie Wright	May 2022	On Agenda (18 July)	
21 April 2022						
Year 3 annual Work Plan	6	The Joint Committee will receive a progress update on the Year 3 Annual Work Plan in May [Closed] and a final draft for approval in June	Stephanie Versteeg	May 2022 June 2022	On agenda (13 June)	
Kaipara Moana Remediation COVID-19 Settings	7	A further report on KMR COVID-19 policy settings be provided to the Joint Committee by August 2022	Justine Daw	August 2022		

Note: Once an action is closed for a month, it will be removed from the table

TITLE: **Forward Workplan 2022**

From: Sandra Harris, Administrator Kaipara Maurikura

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager/s:

Whakarāpopototanga / Executive summary

This report tables to the meeting an indicative forward Joint Committee Workplan, which sets out a high-level view of expected discussions and papers to be tabled over the calendar year 2022. It serves as a helpful record for both the Kaipara Maurikura, and the Joint Committee and will be refreshed on a monthly basis to reflect any new minuted Resolutions for which report-backs are required, new items for discussion, and any changes in timeframes.

Nga mahi tutohutia / Recommendation

That the Indicative Forward Workplan sheet be received.

Attachments/Ngā tapirihanga

Attachment 1: Indicative Forward Workplan 2022 [↓](#) 

Joint Committee Indicative Forward Workplan (2022) – June 2022

Meeting type	Feb	March	April	May	June	July	August	Sept	Oct ¹	Nov	Dec
Workshop	14/2 Programme stocktake ✓ Accelerating delivery ✓	14/3 Strategic planning ✓		16/5 Surge Planting ✓ Digital Tools ✓ Kōrero Tuku Iho ✓ In-Kind Contributions ✓		18/7 Workforce Development Soil Conservation Catchment Reference Groups		19/9 Risk Science programme		14/11 Freshwater Tool (Modelling outcomes) Opportunities	
Hui	21/2 6 Month Report ✓ Catchment Reference Groups ✓ Surge Planting ✓		11/4 Annual Plan (Draft) ✓ COVID-19 settings ✓ Members' Allowances ✓ Spatial overview ✓ • Suppliers • Grants Pricing ✓		13/6 Annual Work Plan ✓ In-Kind Contributions ✓ Conflicts of Interest Management ✓		15/8 Annual Report Financial Review COVID-19 settings Soil Conservation		31/10* Partnerships /Engagement COVID-19 settings		12/12 6 month performance (draft) Soil Conservation

¹ The timing of Local Government elections may require a move to this meeting date

TITLE: Year 3 Annual Work Plan (Final Draft)

ID:

From: Stephanie Versteeg, Amo-Rautaki Pākihi | Strategic Business Manager

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager:

He Rāpopoto hautū / Executive summary

The Kaipara Moana Remediation (KMR) Programme Deed of Funding with the Ministry for the Environment (MfE) requires the KMR Joint Committee (Joint Committee) to prepare an Annual Work Plan for each Financial Year of the programme. The Final Draft Annual Work Plan (the Work Plan) is appended (Attachment 1).

As required under the Deed of Funding a draft of the plan was provided to MfE by 30 April, and MfE is to notify the Joint Committee whether the Ministry accepts the draft Work Plan, or whether it requests reasonable modifications to it.

At the time of writing this report, MfE are yet to provide written confirmation that they are not seeking modifications to the draft Year 3 Annual Work Plan. However, staff are in communication with MfE and if written feedback is received prior to the Joint Committee's meeting on 13 June then it can be tabled at that meeting.

If MfE seek no modifications to the draft Year 3 Annual Work Plan, it is recommended the Joint Committee confirms adoption of the plan, subject to minor adjustments between financial years when expenditure for Year 2 projects is reconciled for FY2021-22 and unspent budget is transferred to FY2022-23 as required to take multi-year projects through to completion. The latter is required as expenditure for some projects to year's end is not yet confirmed.

On current estimates, KMR will not need to draw down additional grants funding from MfE in the first six months of the Year 3 Work Plan. The remaining \$5.486 million of Crown funding contribution will be sufficient, when combined with matched council and other funding sources, to progress all projects to December 2022.

Ngā tūtohu / Recommendation(s)

1. That the report 'Year 3 Annual Work Plan (Final Draft)' by Stephanie Versteeg, Amo-Rautaki Pākihi | Strategic Business Manager and dated 9 June 2022, be received (Attachment 1).
2. That the Joint Committee confirm and adopt the Year 3 Work Plan and budget, subject to minor adjustments between financial years when expenditure for Year 1 projects is reconciled for FY2021-22 and unspent budget is transferred to FY2022-23 as required.
3. That the Chair and Deputy Chair are delegated approval of any modifications to the Annual Work Plan to address feedback from the Ministry for the Environment on the draft Work Plan.
4. That the Year 3 Annual Work Plan be submitted to the Ministry for the Environment by 30 June, as required under the Deed of Funding, and KMR staff work with the Ministry to finalise the Year 3 budget for multi-year projects as these are confirmed.

Horopaki / Context

1. At the Joint Committee workshop on 14 March 2022 and the Joint Committee Hui on 11 April 2022, early direction for the KMR Year 3 Annual Work Plan was sought and received. In line with that direction, a draft Year 3 Annual Work Plan was developed by mid-April 2022.
 2. In line with Joint Committee decisions, the Year 3 Annual Work Plan was then reviewed by the Joint Committee Chair and Deputy Chair and signed out by the Joint Committee Chair on 28 April 2022 for submission to the Ministry for the Environment for review.
 3. While the Ministry has 20 working days following that to request any reasonable modifications to the Work Plan, a short extension sought by MfE was granted. Written feedback has not yet been received from the Ministry.
 4. This report updates the Joint Committee on steps taken to finalise the Year 3 Annual Work Plan and, pending a response from MfE, seeks a decision from the Joint Committee to confirm its adoption.
-

Tātari me ngā tūtohu / Analysis and advice

Proposed further process to confirm the Annual Work Plan

Under the Kaipara Moana Remediation Programme Deed of Funding, MfE is to notify the Joint Committee whether the Ministry accepts the draft Work Plan, or whether it requests 'reasonable modifications' to it, to be accompanied by the rationale for such requests. If MfE does not seek modifications, the draft Annual Work Plan is deemed to be incorporated into and form part of the Deed of Funding.

If MfE requests modifications, the Joint Committee will 'as it reasonably considers appropriate' update the draft and resubmit it to the Ministry for subsequent review. If the Joint Committee does not agree to changes and after further discussion MfE continue to request modification, grant funding specific to that area of the Annual Work Plan will not be provided, while the funding for projects the Ministry does agree with will be paid on the basis that the Annual Work Plan has been agreed and finalised. In short, disagreement in one area of the Annual Work Plan will not hinder the balance of the projects proceeding.

At the time of writing this report, MfE are yet to provide written confirmation that no modification to the draft Year 3 Annual Work Plan is sought. It is anticipated that written feedback will be received prior to the Joint Committee's meeting on 13 June and can be tabled at that meeting.

If MfE seek no modifications to the draft Year 3 Annual Work Plan, it is recommended the Joint Committee confirms adoption of the Year 3 Annual Work Plan, subject to minor adjustments between financial years when expenditure for Year 2 projects is reconciled for FY2021-22, and unspent budget is transferred to FY2022-23 as required to take projects through to completion. The latter is required as expenditure for projects to FY2021-22 year's end can only be fully confirmed from mid-July.

If MfE seek modification to the Year 3 Annual Work Plan, it is recommended that the Chair and Deputy Chair are delegated approval of any changes, following negotiation with the Ministry to reach a satisfactory conclusion.

This delegation is recommended because the Joint Committee is next scheduled to meet on 15 August, and postponing decisions may lead to delays in implementation. To retain visibility for the Joint Committee, proposed changes can be communicated to members before decision-making by the Chair and Deputy Chair. This will give members an opportunity to provide views, if desired, to help inform any decisions. If a fundamental reworking of the Annual Work Plan is sought by MfE – which is not anticipated – the Chair and Deputy Chair can decline to exercise their delegation, and decision-making can be brought back to the Joint Committee on 15 August.

Overview of the Year 3 Annual Work Plan

The proposed Kaipara Moana Remediation Programme Year 3 Annual Work Plan is provided as Attachment 1 to this report, for final consideration and adoption by the Joint Committee.

In summary, the Year 3 Annual Work Plan:

1. is focussed on scaling up delivery of Sediment Reduction Plans and associated remediation activity, particularly through Landowner Grants and the Whenua Whānui Fund, and key partnerships with Kaipara Uri, Fonterra and The Forest Bridge Trust.
2. includes new initiatives that will enable implementation of Kōrero Tuku Iho (KMR's Mātauranga Māori Strategy) and its alignment within the KMR programme, enable effective long-term monitoring and evaluation, and support development of partnerships that bring in third party contributions to reduce costs to those taking action in the KMR programme.
3. provides operational funding for the Kaipara Maurikura, the Joint Committee and the development of Digital Tools in line with previous Work Plans, and allocates a major proportion of the communications budget for targeted outreach and engagement with communities, Kaipara Uri, iwi/hapū, marae and landowners.

Table 1 below summarises the six KMR work programme areas. Proposed budget and apportionment between funding sources is identified.

Project budgets in the Work Plan represent the estimated quantum required to achieve the identified outcomes. This includes a current estimate of the quantum of grant funding that will need to be rolled over from the current Year 2 financial year (2021-2022). As noted previously, this amount will be updated and confirmed after the end of the current financial year.

Budget estimates suggest that additional grants funding may need to be drawn down from the Ministry in the second half of FY2022/23. This will be actioned in the process set out in the Deed of Funding, including budget identification at the half year review.

Table 1: Overview by KMR work programme area in Year 3

Work programme area	Proposed Year 3 funding			Summary of budget area
	Crown	Council/ Landowner /other	Total	
Programme delivery – sediment reduction	5.314	5.223	10.537	1. Remediation grants and partnerships: Continued support for remediation through Landowner Grants and the Whenua Whānui Fund, key partnerships with Kaipara Uri, Fonterra and The Forest Bridge Trust, and the development of Catchment Reference Groups. 2. Workforce and capability development: Increased focus, including Field Advisor training and mentoring, nursery support, and Employment Hub implementation.
Engagement & partnership	0.120	0.120	0.240	3. Communications: Budget reduced (with corresponding increase in 4 below). 4. Community outreach: New budget area focused on community/iwi/hapū outreach to build awareness of and participation in KMR.
Thriving Maurikura	0.164	1.802	1.966	5. Thriving Maurikura: A slight decrease relative to Year 2.
Governance, planning & reporting	0.150	0.230	0.380	6. Governance: No change to Joint Committee costs. 7. Programme monitoring: New project to develop a programme monitoring and evaluation framework, expected to kick off in early 2023, to support outcome reporting. This will also cover audit costs and programme modelling.
Digital tools	1.753	0.398	2.151	8. System development and maintenance: Continuation of existing projects with some additional budget for Phase 2 of digital tools, as well as ongoing maintenance. 9. System governance and improvements: Finalising digital improvements for sediment risk and wetlands, and hosting of a Technical Reference Group.
Strategy & opportunities	0.331	0.060	0.391	10. Soil Conservation Strategy: Budget rolls over to develop, test and roll out Strategy. 11. Korero Tuku Iho: New two-year implementation project (to be refined following detailed project planning and costing) 12. New opportunities and partnerships: Small new budget to seek new opportunities.
TOTAL	\$7.832	\$7.833	\$15.665	

12. Year 3 Key Performance Indicators are set out below.

Table 2: Key Performance Indicators

Focus Area	Metric	6-month target	Total Year 3 target	% change from Year 2
Sediment reduction activities	Number of Farm Environment Plans completed (total)	150	300	+21%
	74	74	160	-17%
	<ul style="list-style-type: none"> Sediment Reduction Plans Tiaki FEPs 	70	140	150%
	Area (ha) of land covered by Farm Environment Plans completed	31,057	62,114	28%
Freshwater restoration	Number of plants planted in riparian, lake, or wetlands areas	256,426	512,853	-21%
	Area (ha) of riparian, lake, or wetlands planting completed ¹	51	103	-29%
	Length (km) of new fencing constructed	125	250	+49%
Other soil conservation measures	Area (ha) of afforestation, space planting or biodiversity planting not in riparian, lake, or wetlands margins completed	0	Up to 60 ha (TBC)	NA
Nature based employment	Number of people-hours worked in each reporting period	35,052 (22.5 FTE)	105,995 (67.9 FTE)	43%
	Number of people undertaking training in each reporting period	15	30	NA

Budget by funding source

A key requirement in the Deed of Funding is for Crown contributions to be matched (i.e. at least one-to-one) by 'other' contributions, which include council funds, landowner contributions, and industry, philanthropic and community contributions, over the programme's life. It is important this balance of funding is maintained over each financial year both consistency of approach and to ensure the Crown retains confidence funding obligations are met. The Work Plan sets out a proposed apportionment of funding sources for each project area.

The KMR programme achieves this funding split in each Annual Work Plan. The split in the proposed budget is as follows:

¹ This has decreased more than total plants as we now recommend higher numbers of stems per hectare for planting in land immediately adjacent to a waterway.

Table 3: Funding split by sources (rounded)

Source	%
Crown	50.0
Council	21.2
Industry/NGO	3.1
Landowner/other	25.7

Key changes in Year 3 budget, relative to the draft submitted to MfE

As signalled in the 11 April paper, KMR staff have continued to refine assumptions about the level of remediation activity that KMR can effectively support in 2022-23, the quantum of actual expense in the current financial year, and the funding for multi-year projects that needs to be carried over.

Ensuring sustainable growth of the programme in Year 3

Year 3 of the programme is about shifting from set up to delivery, and achieving a sustainable rate of scale up that supports the programme's full range of objectives. To achieve this, as noted in the paper provided to the Joint Committee in April, given uncertainties in the current operating environment for KMR, our partners and landowners in the catchment, KMR recommends a moderate (middle-of-the-road) approach to scaling up in Year 3.

The work plan approved by the Chair and Deputy Chair for submission to the Ministry for the Environment at the end of April had a more conservative estimate of remediation relative to the early draft shared with the Joint Committee in April. Staff have further refined some assumptions, and Key Performance Indicators for 2022-23 in the appended Work Plan have slightly increased relative to draft approved for submission to MfE at the end of April.

Reflecting the need to ensure KMR delivers high quality remediation outputs, staff have increased the resource required to support Quality Assurance processes and to support field advisors and nursery strategy implementation (\$196,000 increase to the budget for *Programme Delivery – Remediation Grants and Partnerships, and Capability and Workforce Development*).

To ensure Field Advisors are supported to provide targeted land management advice via KMR's digital tools as they come available, additional costs are also included to support Digital Tools learning and development (\$140,000 increase to *Digital Tools System Development and Maintenance*).

Updated view on multi-year projects

KMR has updated the estimate of the value of currently approved remediation contracts that are likely to carry over to 2022-23. Relative to the draft work plan in April, this sees a considerable increase to the remediation budget (~\$300,000 additional Crown contribution and a matched level of landowner contribution). This amount will be finalised after the end of the financial year, once KMR understands both the total quantum of activity contracted between now and 30 June, as well as the amount of approved activity that is signed off as completed (and paid out).

Note: remediation activity will often span financial years. With planting season spanning winter, planting will typically be approved in one financial year and KMR will only make final payment in the following financial year, once the planting is confirmed as established. Projects only involving fencing may take place in one financial year, though these grantees still have 12 months within which to complete the fencing so projects will often also span two financial years.

As the Joint Committee is already aware, a major programme of work is underway in Digital Tool development. Additional carry-over of funding is now likely due to modest delays (noting that no increase is forecast to the overall budgets for the base design and build of the digital tools).

Specifically, the wetlands mapping project will come in considerably under budget but \$91,650 will carry over to the new financial year with the final payment expected in September 2022. A final payment of \$40,000 for the SmartyGrants is also now expected to carry over for payment in July 2022.

Note that the Freshwater Management Tool will be completed in 2023-24; in addition to the \$925,920 budgeted for development of the tool in 2022-23, a further \$490,820 will be required in 2023-24.

Reflecting other progress and changes

The Remediation Grants and Partnerships budget also incorporates updated estimates of the new Forest Bridge Trust partnership arrangement that is currently under negotiation.

Ongoing engagement with MFE

KMR programme staff and MFE staff will continue to engage regularly, and KMR programme staff will provide, where relevant, additional work programme planning material. This is to ensure MFE is kept up to date and has a good understanding of the programme as it develops.

Considerations

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

Projects within the Year 3 Work Plan have been assessed as contributing to meeting the wellbeing investment objectives of the KMR programme.

2. Ngā ritenga take pūtea / Financial implications

Year 3 Annual Work Plan costs are anticipated to be met through a combination of Crown grant funding, cash and in-kind contributions by councils, and third party and land-owner contributions. The assumption is that Auckland Council and Northland Regional Council will deliver financial contributions to the KMR Programme in line with commitments in their Long Term Plans, and that Ministers will accept the programme will meet its co-funding obligations and therefore confirm Crown grant funding to the 6 years specified in the Deed of Funding.

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.²

4. Ngā tūraru me ngā mauru / Risks and mitigation

Risks and mitigations will be managed across Year 3 Work Plan projects. Ongoing risk identification and management will be required, particularly in projects where further strategy and delivery specification is required.

5. Ngā whāinga mō āmuri / Next steps

If approved, the Maurikura will begin to work to the Year 3 Work Plan from 1 July 2022. Year 2 Work Plan expenditure at the end of the 2021-22 financial year, and any associated carry-

² 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's that councils Significant and Engagement Policy that will apply to Joint Committee decision making.

over of Year 2 funds into Year 3, will be available in July/August, and the estimates provided in the Year 3 Work Plan will then be updated to reflect this.

Ngā tapirihanga / Attachments

Attachment 1: Kaipara Moana Remediation Programme Year 3 Annual Work Plan (Final) [↓](#) 

Kaipara Moana Remediation Programme

Annual Work Plan

Undertaken by

**Ngā Maunga Whakahii o Kaipara, Te Rūnanga o
Ngāti Whātua, Te Uri o Hau Settlement Trust,
Northland Regional Council, and Auckland Council**

(Year Three - 2022/23)

1 Contact details			
KMR main contact (name and organisation)	Steph Versteeg	Ministry's main contact	Ilka Pelzer
Organisation	Kaipara Maurikura		
Email address	stephaniev@kmr.org.nz	Email address	Ilka.pelzer@mfe.govt.nz
Phone	027 281 9106	Phone	022 493 0626
Postal address	c/o Northland Regional Council Private Bag 9021 Whangārei Mail Centre Whangārei 0148	Postal address	PO Box 10362 Wellington 6143
Physical address	36 Water Street Whangārei 0110	Physical address	23 Kate Sheppard Pl Wellington 6011

2 Programme overview	
Kaipara Moana Remediation Programme	
The Kaipara Moana Remediation Programme seeks to halt degradation of the Kaipara Moana through working towards more productive, sustainable, and high value use of land within the Kaipara catchment.	
Programme duration	6 years (2020/21 – 2026/27)
Total cost	\$200,000,000
Total Crown contribution	\$100,000,000 (subject to conditions)

3 Environmental compliance	
<i>Please complete this section for any statutory permissions or consents that you require in this financial year.</i>	
Do you require any statutory or non-statutory permissions to complete activities set out in this Annual Work Plan? <i>For example, resource consents, planning consents, or landowner permissions?</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, which permission(s) are required? Have you applied for these? If so, when is a decision expected? (If date of decision is unknown, please provide a comment.)</i>

4 Project key tasks/activities for Year 2 (2022/23)					
Work programme	YEAR 3 Projects	Key outputs	YEAR 3 Estimated budget (\$ million)		
			Crown contribution	Other (Council, Landowner, Partner) Contribution	TOTAL Budget
Programme delivery - sediment reduction			5.314	5.223	10.537
Programme delivery – sediment reduction	<p>K2022-001 Remediation grants and partnerships</p> <p>Grants funding to landowners of all types across the Kaipara Moana catchment.</p> <p>Funding is delivered direct to landowners through a Landowner Grants Scheme and to collective initiatives (for example, by owners of land in multiple ownership, community groups and marae) through a Whenua Whānui Fund.</p> <p>This funding provides for:</p> <ul style="list-style-type: none">- preparation of Sediment Reduction Plans, which identify priority works to reduce sediment and act as funding agreements to undertake these actions.- a KMR ‘contribution’ to the cost of works at 50% of the market-standard of the cost, with the landowner covering the balance through cash or in-kind contributions.- a contribution to governance, project management and administration costs (in some circumstances). <p>It also supports remediation partnerships:</p>	<p>Uptake of Sediment Reduction Plans and quantum of individual landowner spend per property will depend on success of KMR engagement strategy, landowner willingness and capacity to engage, and the rate at which Plans are completed within this financial year.</p> <p>Outputs identified below are modelled estimates and will be subject to change:</p> <ul style="list-style-type: none">• Up to 160 Sediment Reduction Plans (grant funding contracts) and 140 Tiaki FEPs completed, each identifying 2-3 years of remediation projects per property, with work planned and scheduled• Up to 62,114 hectares of landownership engaged (i.e., included within a Sediment Reduction Plan).• Up to 250 km of new riparian and wetland fencing built or under contract to be built	4.797	4.958	9.755

	<ul style="list-style-type: none"> - Kaipara Uri (\$0.300m) are a key delivery partner, supporting with project development and delivery of SRPs, with delivery of associated remediation funding associated with these plans administered through the Maurikura - Fonterra (\$2.718) who develops Tiaki Farm Environment Plans (FEPs) and delivers remediation grants, and - three Catchment Reference Groups (\$1.160) in the Mangakāhia, the Wairua and the Hōteio river systems, which are being established to enable mana whenua not represented by Kaipara Uri entities to assess and fund remediation projects. <p>Previous catchment group projects (K2020-007 Waiotū Catchment Care Group project and K2020-008 Waterway Wetland Remediation – Forest Bridge Trust) are now eligible for funding under the Whenua Whānui Fund, and discussions are progressing about the next stage of partnership with these groups.</p> <p>The budget also includes the value of remediation grants and the matching landowner contributions carried over from Year 2.</p>	<ul style="list-style-type: none"> • Up to 103 ha of planting in riparian, wetland or lake margins completed or under contract to be completed • Up to 60ha of afforestation, space planting or biodiversity planting outside of riparian and wetland areas, subject to finalisation of a soil conservation policy. <p>Remediation works outputs (i.e. kms of fencing) are tracked from when a Sediment Reduction Plan is agreed with a landowner, until projects included in the plan are signed off as completed.</p> <p>Remediation projects often span financial years. Final payment and landowner contribution will occur when remediation works are signed off as completed.</p> <p>Workforce development and FTE outputs are modelled based on assumptions about remediation works outputs.</p>			
Programme delivery – sediment reduction	<p>K2022-002 Capability and Workforce Development</p> <p>A range of activity to implement the Kaipara Moana Nursery Strategy and Employment Strategy. This includes:</p> <ul style="list-style-type: none"> - Providing strategic and technical advice on nursery development 	<p>Continuation of partnership with Te Arai nurseries (further outputs to be negotiated).</p> <p>2 x week long field advisor trainings, 6 x one day introductory sessions, and a</p>	0.517	0.265	0.782

	<ul style="list-style-type: none"> - Continuation of a strategic partnership with Te Arai Native Nursery - Field Advisor training, community of practice, professional development, mentoring and support, and access to accreditation - Implementation of the employment hub in partnership with MSD, uri and other partners 	<p>series of professional development workshops.</p> <p>Implementation of the employment hub, subject to co-design with key partners.</p>			
Engagement and Partnership			0.120	0.120	0.240
Engagement and Partnership	<p>K2022-007 Community Outreach & Partnership</p> <p>Community outreach enables the programme to reaching landowners of all types, as well as programme partners and stakeholders, thereby driving awareness and uptake of the programme.</p> <p>The community outreach will cover three main areas:</p> <ol style="list-style-type: none"> 1) A Partnership Forum with senior industry, NGOs, and those who work in and around the Kaipara Moana Catchment. 2) A Public Forum Hui, that showcases the activities, learnings, and improvements the KMR is making in the catchment. 3) Marae/Community led engagement. These are held at marae, or with community organisations, and follow a more informal wānanga format, where we showcase the work KMR does and can do, and allow more time for 	<p>We will deliver approximately:</p> <ul style="list-style-type: none"> - four Partnership Forum hui, - four Public Forum hui, and - a rolling calendar of marae or community-based engagement. 	0.070	0.070	0.140

	interested parties to lead the conversations.				
Engagement and Partnership	<p>K2022-006 Communications & Engagement</p> <p>This workstream will publicise the work the KMR is doing, while informing landowners and potential clients of the benefits of working with the KMR programme.</p>	<p>Regular e-newsletters, website/news updates, establishment and management of social media networks, and standard print/media coverage (either bought, or organic).</p> <p>Creation and publication of collateral, media and informational communication tools (brochures, newsletters, project updates).</p>	0.050	0.050	0.100
Thriving Maurikura			0.164	1.802	1.966
Thriving Maurikura	<p>K2021-005 Kaipara Maurikura</p> <p>The Kaipara Maurikura is the operational vehicle for the KMR Programme. It is established as a business unit within the Northland Regional Council, until such time as a statutory co-governance body for the Kaipara is established.</p> <p>The Kaipara Maurikura currently employs 12 staff (including two secondees) who fulfil the leadership, engagement, communications, project management, strategic and administrative roles required to drive remediation work. A needs assessment will be undertaken before filling one remaining vacancy to ensure it meets critical capability needs.</p> <p>Budget includes costs of office space, IT, recruitment, and related costs, delivered via a Service Level Agreement with Northland Regional Council.</p>	<p>Delivery of programme level KPIs.</p> <p>Timely delivery of required reporting outputs to the Ministry for the Environment:</p> <ul style="list-style-type: none"> Quarterly employment update (via survey monkey) Six monthly and Annual reporting Annual independent financial and compliance audit 	0.164	1.802	1.966

	The Pou Tātaki (unit manager) will have a budget for consultant, legal and sundries of \$170,000.				
Governance, Planning and Reporting			0.150	0.230	0.380
Governance, Planning and Reporting	K2021-006 Governance Kaipara Moana Remediation Joint Committee costs including Kaipara Uri member fees, venue hire, catering, koha, travel and other associated costs. Note – Kaipara Maurikura staff provide administrative support for the Joint Committee (budgeted for separately under K2021-005 above).	Effective KMR Programme governance through the Kaipara Moana Remediation Joint Committee, including: <ul style="list-style-type: none"> 5-6 Business meetings (Hui) 5-6 Workshops Other virtual workshops as required 	0.000	0.200	0.200
Governance, Planning and Reporting	K2022-003 Programme monitoring and evaluation Delivery of planning, reporting and audit requirements, and development of an effective, long-term and holistic framework for monitoring and evaluation.	Requirements around planning and reporting, and audit are met. Delivery of a plan for programme monitoring and evaluation.	0.150	0.030	0.180
Digital Tools			1.753	0.398	2.151
Digital Tools	K2022-004 System development and maintenance Development and maintenance of digital tools to support the KMR Programme and ensure efficient and effective delivery of remediation works. Specifically, these tools will: <ul style="list-style-type: none"> manage the application, approval and administration of KMR grant funding in an accurate and transparent manner 	Delivery of: <ul style="list-style-type: none"> A grants management system to provide KMR funding effectively and transparently to landowners and community groups. A farm planning platform with a focus on sediment-reduction that provides mapping and prioritisation tools to the KMR advisors who will work with landowners and 	1.615	0.288	1.903

	<ul style="list-style-type: none"> store catchment-specific environmental data to identify and communicate sediment risk on properties generate Sediment Reduction Plans, able to act as a basic digital Farm Environment Plan platform if farmers do not have one provide a water quality accounting framework* <p>These platforms will be able to be adapted and further developed, as required, in response to future regulatory requirements for Freshwater Farm Plans.</p> <p>* This project will be completed in 2023-24, with an additional \$490,820 budgeted for that year.</p>	<p>community groups to identify projects for funding support.</p> <ul style="list-style-type: none"> A Freshwater Management Tool to support investment decision-making, farm plan prioritisation, and accounting and reporting of water quality outcomes. 			
Digital Tools	<p>K2022-005 System Governance and Improvements</p> <p>KMR investment in previous years has enabled development of spatial datasets to assist the targeting and prioritisation of investment and support in the Kaipara catchment.</p> <p>Two projects will be completed early in 2022/23:</p> <p>K2020-015 Eroding Land Features – Highly Erodible Land Delineation will be completed by August 2022. \$46,200 has been carried over from Year 2 to cover payment of the final project deliverable.</p> <p>K2020-016 Wetland Features – Mapping, delineation, and prioritisation of wetland features will be completed by September 2022 (as part of a wider contract managed by the Northland Regional Council). \$91,640</p>	<p>Sediment risk dataset that will assist with identifying where work in the Kaipara Moana catchment should be located and prioritised. This data will inform the KMR Soil Conservation Strategy.</p> <p>A dataset that geospatially identifies wetlands greater than 500m², which will assist with identifying where to target efforts to improve wetland management.</p> <p>Effective data governance.</p>	0.138	0.110	0.248

	<p>has been carried over to cover payment of project deliverables.</p> <p>A Technical Reference Group is being established to provide ongoing oversight of digital tools and datasets. Budget includes some costs of peer review and the ongoing hosting and storage of deliverables and derivatives.</p>				
Strategy and Opportunities			0.331	0.060	0.391
Strategy and Opportunities	<p>K2022-008 Kōrero Tuku Iho (Mātauranga Māori) strategy development and implementation</p> <p>Environs has been contracted by the KMR programme to lead and coordinate completion of this strategy and its implementation. The project formally kicked off in early 2022, and incorporates K2020-14 from the Year 2 Work Plan.</p> <p>This two-year project, which will begin in earnest in 2022/23, will develop a place-based articulation of Uri values, and aspirations for use of land near waterways. An expert project team will undertake interviews and hui, and use a range of media (e.g. video, spatial analysis) to document and communicate findings for Uri and partners.</p> <p>The project will bring an indigenous worldview into KMR, in line with the four pou and the principle of partnership. This will enable local environmental knowledge to influence KMR planning and remediation projects, and support broader freshwater policy implementation.</p>	A mātauranga framework that aligns the KMR operational programme with Kaipara Uri aspirations.	0.241	0.000	0.241

Strategy and Opportunities	<p>K2021-008 Soil Conservation Strategy</p> <p>Strategy drawing on existing literature and research to recommend the KMR Programme's approach to management of highly erodible land to reduce sediment loss. This will include assessment of options for retirement under plantation forestry or native, space planting to manage land in pasture, and alternatives land-use activities that generate soil conservation benefits while generating alternative incomes for landowners. The Strategy will inform decisions to provide KMR funding support to landowners in these areas.</p> <p>Funding has rolled over from Year 2, with some additional budget for strategy implementation.</p>	<p>Completed Soil Conservation Strategy, including action plan and recommendations to Joint Committee.</p> <p>The Strategy is in place and operationalised in the first half of 2023.</p>	0.065	0.060	0.125
Strategy and Opportunities	<p>K2022-009 New Partnerships and Opportunities</p> <p>Developing opportunities with third parties that will deliver near-term benefit to KMR landowners. These opportunities are focused on reducing the cost to the landowner of KMR remediation activity, thereby increasing fund accessibility. Opportunities will also reduce the pressure on KMR budget, allowing KMR to reach more landowners, and will support multiple outcomes in line KMR vision and investment objectives.</p>	<p>Establishment of at least one partnership that brings in third party funding to reduce costs to landowners of undertaking remediation.</p>	0.025	0.000	0.025

5 Funding Information for Year 3		
Please provide details of all organisations that are contributing cash to the project (this excludes in-kind costs such as donations of time, equipment etc for this financial year). Please identify whether these contributions are confirmed or pending. If pending please provide an estimation on when you expect these funds to be confirmed.		
Funding parties	Contribution (\$ million)	Funding confirmed or pending
Auckland Council/ Northland Regional Council	\$3.321	Confirmed.
Industry/NGO/Other	\$0.481	Confirmed. Additional contributions could be developed under new partnerships.
Landowners	\$4.031	Pending as outcome of remediation work completed through Sediment Reduction Plans and related grants funding.
Maximum Crown contribution approved for the year	\$7.832	This includes estimated funding carried over from the 2021-22 financial year. This will be refined as actuals for 2021-22 are confirmed.
Total cost of programme for this financial year	\$15.665	

Note: Landowner contributions will only be recorded once works are confirmed as completed. As there is lag between contracting and completion of remediation activity, and planting occurs through the winter months which span financial years, works will often be completed (and a landowner's contribution recorded) in the following financial year.

6 Contribution to the Jobs for Nature Focus Area Indicators

The Kaipara Moana Remediation funding is part of the Government Jobs for Nature Programme. This programme has specific targets and indicators for that will be used to track the impact of the programme. You will report on progress towards your targets over the life of your project. Delete the Metrics and/or Focus Areas that are not relevant to your project

Note – the metrics provided below are estimates as at 8 June 2022. These will be refined as FY2022-23 progresses and as KMR grants funding is taken up by landowners (particularly through Sediment Reduction Plans). There is significant uncertainty on the speed and level to which grants funding will be taken up. Assumptions will be reviewed as better data based on direct engagement with landowners is available.

Focus Area	Metric	Six-month target	Total Year 3 target
Sediment reduction activities	Number of new Farm Environment Plans completed (total)	150	300
	• Sediment Reduction Plans	74	160
	• Tiaki FEPs	70	140
	Area (ha) of works covered by Farm Environment Plans completed	31,057	62,114
Freshwater restoration	Number of plants planted in riparian, lake, or wetlands areas	256,426	512,853
	Area (ha) of riparian, lake, or wetlands planting completed	51	103
	Length (km) of new fencing constructed	125	250
Other soil conservation measures	Area (ha) of afforestation, space planting or biodiversity planting not in riparian, lake, or wetlands margins completed	0	Up to 60 ha (TBC)
Nature based employment	Number of people-hours worked in each reporting period	35,052 (22.5 FTE)	105,995 (67.9 FTE)
	Number of people undertaking training in each reporting period*	15	30

* Note: This is the expected number of people to complete KMR's Field Advisor training. We are currently exploring options for this training to offer formal accreditations. Further to this, as the Employment Hub is implemented, additional training is likely to be recorded.

7 Risk management				
Provide a brief description of the major risks to the project achieving the tasks and activities in this financial year. Include consideration of potential barriers that may pose a risk to the success of the project. Where possible give an indication of the likelihood and significance of the risk and any mitigation strategies to be included in the project.				
Potential risk	Level of risk	Impact on project	Consequence on project	Strategy to mitigate
Identify the potential risk to your project (for example, project not completed on time, unpredictable events such as weather, lack of resource commitment, time and cost estimates too optimistic, unexpected budget cuts, stakeholders changing requirements after the project has started, risks to the industry or sector to which the organisation belongs).	Low, medium or high.	Describe the impact the risk would have on the project (for example, misunderstandings, duplication of work, incomplete work).	Minor, moderate or severe.	Describe the process you will use to minimise and manage the risk (for example, project manager monitors functional roles to ensure enough time is allocated to complete each task/activity and the project as a whole).
Strategic risks - Changing operating environment				
1. Political or investor support for KMR wanes	Low	KMR is a long-term programme and waning support may reduce landowner certainty about support for activity and compromise ability to achieve programme goals.	High	<ul style="list-style-type: none"> Implementation of KMR Communications Plan and Engagement Plan to maintain understanding about the programme objectives and progress. Programme of senior-level engagement by Pou Tātaki
2. Farm Plan regulations reduce uptake of KMR services	Medium	Reduced uptake would compromise programme objectives. As KMR can support landowners to meet coming regulatory requirements, this would also slow achievement of regulatory objectives.	Medium	<ul style="list-style-type: none"> Communications Plan and Engagement Plan implementation KMR Landowner Grants and Whenua Whānui Fund application engagement / roll-out Landowner grants funding policy supports landowners to complete Freshwater Farm Plans, including identification of remediation works Programme partnerships / promotion of additional funding sources
3. Economic downturn reduces uptake of KMR grants and slows works	Medium	Reduced landowner uptake would compromise delivery of programme objectives.	Medium	<ul style="list-style-type: none"> Communications Plan and Engagement Plan implementation Regular pricing reviews to maintain market rates Review of in-kind contributions to ensure fair attribution of relevant co-funding activities

				<ul style="list-style-type: none"> Review grants funding criteria to enable greater flexibility for landowner contributions (planned) Programme partnerships / promotion of additional funding sources
Reputational risks - KMR delivery does not meet expectations				
4. KMR is slow to make available Jobs for Nature investments, and/or the quality of delivery of services is poor	High	Programme reputation and stakeholder confidence in KMR's ability to deliver is undermined, which further limits KMR's influence and effectiveness. Low quality of services impacts on longer-term objectives.	High	<ul style="list-style-type: none"> Kaipara Maurikura team in place KMR Landowner Grants and Whenua Whānui Grants engagement / roll-out Communications Plan and Engagement Plan implementation Work programme prioritisation in 2022 Quality assurance, review and audit processes developed and operational Early engagement with MfE, partners and stakeholders on reason for delays
5. COVID-19 delays continue to affect KMR engagement and delivery	High	Slow progress towards KMR targets, and potentially detrimental effects on critical relationships, particularly where kanohi-ki-te-kanohi engagement is valued.	High	<ul style="list-style-type: none"> NRC COVID-19, Work from Home and Flexitime Policies, and COVID-19 vaccination mandate Joint Committee decisions regarding marae & other meetings during COVID-19 settings Development and roll-out of digital engagement and outreach Work programme prioritisation in 2022 Regular pricing reviews to maintain market rates Regular engagement with accredited suppliers to understand and mitigate supply chain disruptions Early engagement with MfE, partners and stakeholders on reason for delays
6. New information and/or modelling suggest that current approaches to sediment reduction works are not as (cost)-effective as originally anticipated.	Medium	Short-term outputs are not optimally aligned to long-term outcomes, which compromises the programme's intended long-term impact.	Moderate	<ul style="list-style-type: none"> Keep up to date on emerging knowledge and best practice. Improve evidence base about the actual costs of interventions and review programme level assumptions as required Operationalise spatial datasets and tools to identify farm-scale risk of sediment delivery to waterways Develop evidence-based soil conservation strategy

				<ul style="list-style-type: none"> Adjust policy, operational approaches and recommended best practice as required Develop more targeted investment approaches (i.e. locations and mitigations where risk is highest)
Reputational risks - KMR brought into disrepute				
7. KMR staff or contractors improperly use KMR funding or other resources	Low	KMR integrity and brand are compromised.	Medium	<ul style="list-style-type: none"> NRC financial controls/audits including fraud controls/audits NRC staff vetting processes, including police checks & conflict of Interest controls KMR accreditation and ongoing Quality Assurance and review processes KMR contract management and grant auditing processes SmartyGrants digital tool development and processes
Relational risks – KMR partnerships are not honoured				
8. KMR fails to demonstrate the intent of the founding MOU	Low	Misalignment with intent erodes trust, confidence and relationship amongst KMR, partners and communities.	Medium	<ul style="list-style-type: none"> Joint Committee papers provide comment on alignment to MOU investment objectives ‘No surprises’ communications of key matters to Joint Committee members via the Chair Senior Officers Oversight Group with senior NRC and AC staff, and Kaipara Uri entity CEs Partnership Forum and Community Hui Engagement with environmental arms of Kaipara Uri and other iwi/hapū groups in the catchment Communications Plan and Engagement Plan implementation Regular engagement with MfE / Ministers as investors
9. KMR fails to engage with groups in the catchment who are not represented by Kaipara Uri.	Medium	Perception that KMR is taking a narrow tribal view rather than a catchment perspective. This could impact negatively on relationships and settlement processes.	Medium	<ul style="list-style-type: none"> Appointment of Mana Whenua Relationships Lead Whenua Whānui Fund available for marae and hapū groups KMR training and accreditation available to all-comers across the full catchment Partnership Forum and Community Hui

				<ul style="list-style-type: none"> Engagement with environmental arms of Kaipara Uri and other iwi/hapū groups in the catchment Support establishment of Catchment Reference Groups or equivalent to coordinate local remediation projects
Wellbeing, safety and health risks				
10. H&S risks to staff, partners, contractors, sub-contractors and communities are not adequately managed	Medium	Potential impact on the health and safety of staff, partners, contractors, sub-contractors and communities if risks are not appropriately identified and managed.	Medium	<ul style="list-style-type: none"> NRC Health & Safety Policies, including for contractors and sub-contractors NRC COVID-19 protocols and forthcoming COVID-19 vaccination policy KMR subcontractor accreditation processes KMR SiteWise accreditation and audit programme

8 Conflicts of interest

Describe any known conflicts of interest (actual or potential) that may arise during this financial year and steps you will take to manage them.

Perceived or actual conflicts of interest to be managed by a clear separation of governance and operational decision-making, and ensuring contractual arrangements are made on a commercially defensible basis. Management will manage any actual or perceived conflicts of interest through the use of independent evaluators/experts to inform accreditation processes, peer review processes to inform processes that lead to investment decisions (e.g. Sediment Reduction Plan approvals), and clear referencing how decisions align with the Investment Objectives of the KMR Programme, as set out in the Kaipara Moana Remediation Memorandum of Understanding and including Manaaki Tangata (Human Capital) and Tātai Hononga (Social Capital).

Declaration

This declaration must be completed by the chair of the joint committee.

As a duly authorised representative of the organisation:

- I declare that to the best of my knowledge, the information contained in all sections of this Annual Work Plan, or supplied by us in support of our Annual Work Plan is complete, true and correct.
- I declare that I have the authority to sign this Annual Work Plan and to provide this information.
- I understand that information presented to the Minister for the Environment and Ministry for the Environment is subject to disclosure under the Official Information Act 1982.

Name

Tame Te Rangi

Position

Chair, Kaipara Moana Remediation Joint Committee

Signature

By typing your name in the space provided you are electronically signing this Annual Work Plan.

Date

TITLE: Conflict of Interest Management

ID:

From: Justine Daw, Pou Tātaki

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager:

He Rāpopoto hautū / Executive summary

On 11 April 2022, the Kaipara Moana Remediation Joint Committee (the Joint Committee) sought further information on how the Kaipara Maurikura was managing real or perceived conflicts of interest by Joint Committee Members in undertaking Joint Committee business.

KMR is subject to local government requirements in managing real or perceived conflicts of interest by Joint Committee Members. As KMR provides significant direct grant funding, we recommend some additional procedures are put in place to more proactively ensure that best governance practice norms are applied.

Ngā tūtohu / Recommendation(s)

1. That the report 'Conflict of Interest Management' by Justine Daw, Pou Tātaki and dated 9 June 2022, be received.
2. *Note* that all Joint Committee members are subject to the Northland Regional Council's Conflict of Interests policy, which records and manages real or perceived conflicts of interest in line with local government good practice.
3. *Note* that some Joint Committee members are also subject to Auckland Council's Conflict of Interests policy, by dint of their representative role on the Joint Committee.
4. *Agree* that as KMR provides significant grant funding, the Kaipara Maurikura will apply additional protocols, as set out in the Agenda Report, to apply best practice norms to manage conflicts of interest relating to Joint Committee interests in respect of grant funding.

Horopaki / Context

All KMR staff, secondees and direct contractors members are subject to the Northland Regional Council's Conflict of Interests policy, which records and manages real or perceived conflicts in line with local government good practice.

KMR Joint Committee members are also subject to this policy, which the Kaipara Maurikura implements through its management of Joint Committee processes as follows:

- Joint Committee members are required to complete a Conflict of Interests form upon appointment, and any advise any updates as conflicts change.
- An Interests Register for Joint Committee members is maintained and regularly reviewed, with the Kaipara Maurikura identifying to the Chair any Conflicts of Interest as part of run sheet development for each Joint Committee workshops and formal Hui.
- At Joint Committee meetings, the standard agenda includes a Conflict of Interests agenda item, and the Chair calls for Conflicts of Interest from members at the start of each meeting in order to manage these. Where a conflict is identified, the member may not participate in discussion, nor vote on, the relevant matter.

- In addition, the application of other Northland Regional Council policies (e.g. Procurement Policy, Fraud Policy) and procedures (IT procedures, audit practices) also serve as a check and balance to ensure appropriate management of Joint Committee conflicts of interest.

Some Joint Committee members are also subject to Auckland Council's Conflict of Interests policy, by dint of their representative role on the Joint Committee. This policy is comprehensive, and consistent with Northland Regional Council policy settings (both Northland Regional and Auckland Council practices meet local government good practice). The proposed additional measures in the section below align directly to the Auckland Council's Conflict of Interests policy.

Tātari me ngā tūtohu / Analysis and advice

All KMR **operational procedures**, including the procedures employed by the Kaipara Maurikura in respect of grant funding, are developed and implemented by Kaipara Maurikura staff, with Pou Tātaki sign-off, following advice by independent experts, as follows:

- **For all supplier accreditation processes to date** (i.e. assessment of whether nurseries, fencing teams, spraying teams meet KMR criteria) independent industry experts provide advice and recommendations to the Kaipara Maurikura. In line with Northland Regional Council's Conflict of Interests policy, the Kaipara Maurikura operationalises the management of any real or perceived conflict of interest, including in respect of Joint Committee members³. In these cases, commercial confidentiality and Privacy Act interests also apply and so communication protocols are engaged directly with the Chair in the initial stages, then taken to the Joint Committee once a decision on conflict of interest management has been made.
- **For all Field Advisor accreditation processes to date** (i.e. assessment of whether individuals meet KMR criteria to contract to KMR as a KMR Field Advisor), a similar process applies, with both Maurikura staff and independent experts assisting with the assessment process. The contractual arrangements between KMR and the accredited Field Advisor manage conflicts of interests explicitly, and in line with the Northland Regional Council's Conflict of Interests policy.
- **For all grant applications to date**, either an independent Field Advisor and/or an independent Sediment Reduction Plan (SRP) Panel reviews applications (SRPs) against KMR grants criteria and makes recommendations to the Kaipara Maurikura on grant funding. Operational investment decisions in line with Northland Regional Council's Delegations Policy then apply if the recommendation is that the application meets the investment criteria. As KMR currently operates on an 'open' funding model (i.e KMR works with all landowners across the catchment who can meet the 50:50 co-funding requirements, and on the basis that all SRPs that meet current criteria are funded), there is currently **no specific restriction** on Joint Committee members applying for grant investment for land(s) in which they hold an interest, direct or indirect.

As KMR's core business is to invest, via significant grant funding, in sediment reduction activities, there is rightly a high degree of public interest in, and scrutiny of, Joint Committee members' interests, real or perceived, in respect of grant funding investments by KMR.

In line with Institute of Director best practice guidance, and the Auckland Council Conflict of Interests policy, we are therefore recommending new and additional KMR conflict of management

³ In the recent case of a Joint Committee member having an interest in a company that was seeking to be accredited to KMR as a supplier, a new and irreconcilable conflict of interest was identified, and that member offered to stand down from the Joint Committee, in line with the Northland Regional Council Conflict of Interest policy.

policy settings to proactively manage conflicts in areas where there are, or could be, direct financial interests by Joint Committee members, as follows:

- To **prohibit** Joint Committee members from applying for **direct** KMR grant investment. This would mean that any land or commercial entity directly owned by a Joint Committee member cannot access Sediment Reduction Plan assistance via KMR grant funding schemes (irrespective of type) or enter into a financial or commercial relationship with KMR.
- To **restrict** Joint Committee members with a current or likely future **indirect** interest in KMR grant investment (for example, where they are members of a local catchment group, sit on an environmental or iwi/hapū trust, or have shares in a commercial entity that is applying or likely to apply for KMR grant funding) as follows:
 - **they may not participate in discussion, nor vote on, any Joint Committee matters** relating on KMR grant criteria and/or policy settings, either in respect of current grant funding mechanisms, or settings for future grant funding mechanisms.

Considerations

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

Effectively managing reputational risks to the KMR programme is a foundation value for KMR. Adopting best practice management of conflict of interests, both real and perceived, protects the mana of the programme, and the people, including governors, that associate with it.

2. Ngā ritenga take pūtea / Financial implications

Managing conflicts of interests in KMR underpins sound financial management. There are no specific financial implications over and above current practice to contract for independent, expert advice as needed to ensure arms-length advice to the Kaipara Maurikura.

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.⁴

4. Ngā tūraru me ngā mauru / Risks and mitigation

Effectively managing reputational risks to the KMR programme is a foundation value for KMR. Adopting best practice management of conflict of interests, both real and perceived, protects the mana of the programme, and the people, including governors, that associate with it.

5. Ngā whāinga mō āmuri / Next steps

It is proposed that the new, additional KMR conflict of interest management policy settings will apply as soon as practicable, once process flowcharts for managing grant investments to reflect the additional settings have been developed to support training, roll-out and use.

⁴ 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: In Kind Contributions Policy

ID:

From: Lisette Rawson, Amo - Rauora Kōawa | Catchment Remediation Manager
and Stephanie Versteeg, Amo-Rautaki Pākihi | Strategic Business Manager

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager:

He Rāpopoto hautū / Executive summary

As invited by the Joint Committee in September 2021, this paper proposes a refresh of the in-kind contributions that can be accounted for in the KMR programme.

Now that the KMR programme is up and running and operational settings are in place, the review aims to provide a more up-to-date view of, and greater clarity on, the scope of acceptable in-kind contributions to best achieve KMR programme outcomes.

Ngā tūtohu / Recommendation(s)

1. That the report 'In Kind Contributions Policy' by Lisette Rawson, Amo - Rauora Kōawa | Catchment Remediation Manager and Stephanie Versteeg, Amo-Rautaki Pākihi | Strategic Business Manager and dated 6 June 2022, be received.
2. Note that the Kaipara Moana Remediation programme funding model requires the \$100 million in Crown funding to be matched by funding from other sources, including 'in-kind' contributions.
3. Note that the Joint Committee agreed in September 2021 to interim policy settings for KMR in-kind contributions, with a recognition that greater definition of what can be accounted for as an in-kind contribution was likely to be needed as KMR operational policy settings were developed and implemented.
4. Agree the recommended more detailed definition of 'in-kind' contributions in the KMR programme (*right hand column, Attachment 1*).
5. Agree the recommended graduated scale which caps the proportion of total sediment remediation project costs that can be accounted for as management and administration, including those supported by 'in-kind' contributions.

Horopaki / Context

Under the *Jobs for Nature* Deed of Funding that governs the KMR programme, only 50% of the value of agreed sediment reduction activities can be funded by the KMR programme, with matching co-funding, including 'in-kind' contributions, required to unlock the matching Crown dollar and achieve the full scope of agreed sediment reduction activities.

Specifically, the Deed of Funding sets out in clause 10.1 the following requirement:

It shall be a condition subsequent to the payment of any Grant funding in the 2021/22 Financial Year, and if applicable, any Financial Year thereafter that Auckland Council and Northland Regional Council (at their respective discretion) commit to co-fund (whether through direct funding, financing, staff and resource allocation or otherwise) the Project through their respective Long-Term Plans, in combination with other third-party contributions (i.e.,

landowner, industry association, philanthropic), to the total of \$100 million (the “Co-funding”). The Co-Funding, for the first year of this Deed, will be up to \$1 million from Auckland Council and up to \$500,000 from Northland Regional Council.

KMR cannot achieve its vision and outcomes without in-kind contributions. As sediment reduction is KMR’s focus, the activities that can be accounted for as an in-kind contribution must ultimately support sediment reduction. Achieving catchment-scale transformation in sediment reduction requires significant engagement and coordination, and the cost of achieving this is relatively untested both internationally and nationally.

In September 2021, the Joint Committee agreed a high-level scope for KMR in-kind contributions, while recognising that a review may be needed. In particular, the Joint Committee acknowledged that greater definition of what can be accounted for as an in-kind contribution would likely be needed as operational policy settings were developed and implemented, particularly in respect of KMR grant funding.

In line with the earlier policy, the present review covers in-kind contributions for:

- Uri and other Iwi/Hapū contributions to relevant KMR activities
- Landowner Grants
- Whenua Whānui Fund grants
- General settings for all KMR activities (e.g. mileage costs).

It is important to note that the majority of specific values (costs) of activities discussed in this paper and attachment reflect the refreshed KMR Pricing Schedule, which was considered and approved by the Joint Committee in April 2022.

Tātari me ngā tūtohu / Analysis and advice

The Joint Committee has previously made decisions on KMR grant criteria and scope.

For all grants, activities that directly contribute to sediment reduction can be in-kind contributions (right hand column, Attachment 1). Examples include: the value of fencing, site preparation, plant propagation, planting, plant freight, and materials such as fence posts, troughs and gates.

In addition, for Whenua Whānui Fund Grants and for Uri and Iwi/Hapū contributions, the value of relevant time and other costs can also be counted. Examples include: time/costs to host/attend project meetings, project management/administration, training and education, and community engagement.

The in-kind contributions outlined in Attachment 1 have been costed at the same rate as KMR Accredited Contractors are paid (see the *KMR Schedule of Prices* agreed by the Joint Committee in April 2021 and publicly available on the KMR website). Time spent is proposed to be benchmarked at comparable market rates. In short, the proposed principle for application is ‘equal work/activity to be valued at equal rate/costing’ to reflect the equity lens that underpins the KMR programme.

Graduated scale

In September 2021, the Joint Committee recommended *that a set of rules be developed for a graduated system to quantify in-kind contributions*. The body of the paper set out that: *This process will benefit from the development of a graduated system, using formulas or rules, to provide the advisor with guidance on the degree of in-kind contribution that is acceptable.*

Based on modelling of current KMR project data, and following consultation with a small set of trusted stakeholders, we are proposing a ‘graduated system’ for in-kind contributions for KMR that:

- enables remediation (sediment reduction)
- equitably values in-kind contributions (*equal value for equal work/activity*)

- effectively manages funding at KMR programme level (c.f. Deed of Funding)
- builds understanding of the true costs of remediation, and future implications for the programme (and beyond to other similar programmes)
- can be adapted as required.

Generally, KMR operates on the basis that landowner/community labour can be used to achieve 50:50 matched contributions, though for large planting projects under landowner grants a KMR accredited contractor should be used.

To achieve remediation outcomes and manage programme overheads, KMR is required to manage the overall proportion of programme and project level spend on management and administration (of all types). Drawing on several real-world KMR project scenarios modelled, we therefore propose:

- all management and administration costs reflect fair market values.
- for projects with a total cost of \$20,000 or higher, management and administration costs to KMR be **capped at 10%** of total project costs (noting that KMR will fund up to 50% of these costs).
- for projects with a total cost of less than \$20,000, management and administration costs be **capped at 11%** of total project costs (noting that KMR will fund up to 50% of these costs). This reflects that for smaller projects, particularly those run under the Whenua Whānui Fund, the cost of project and community coordination may comprise a greater proportion of project costs.

In modelling these scenarios, we note that costs are sensitive to the value placed on time (i.e. labour costs). Using reasonable market rates, staff consider that a 10% cap will be sufficient for the vast majority of projects.

For some projects, remediation costs won't be known at point of contracting (e.g. if a contract is to develop SRPs). For such projects, we propose to use estimated costs (e.g. target # of SRPs, and assumed average cost of remediation per SRP) where possible to ensure management and administration costs do not exceed 10% of total estimated project costs.

As KMR is still maturing, we need to continue to look at real costs over time. We propose to monitor costs and the proposed cap on management and administrative costs as a proportion of total project costs over Year 3 and review this when developing the year 4 Annual Work Plan (and programme rephasing).

Anecdotal evidence suggests that a 50% contribution may be a barrier for some landowners, so we also propose further monitoring to understand:

- The extent to which this is a barrier (and for whom);
- The potential to be flexible on providing a 50% contribution, and when this may be justified, including as Soil Conservation Strategy settings come on line; and
- Potential alternative sources of funding to assist with the non-Crown 50% contribution.

Considerations

1. **Aromātai whāinga haumi mō te ora / Wellbeing Investment objectives and assessment**
Fair assessment of in-kind contributions is key to achieving KMR's sediment reduction goals, and ensuring equity across the programme, in line with the KMR Memorandum of Understanding.
2. **Ngā ritenga take pūtea / Financial implications**

KMR budgets and previous (i.e. Grant Thornton) programme projections have factored in in-kind contributions, based on estimates. In Year 3, KMR will be re-modelling the programme timeframes, costs and phasing. A key input to this work will be up-to-date scope and costing of in-kind contributions. Managing in-kind contributions to help achieve the programme's 50:50 matched funding model remains a key driver of programme grant design.

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.⁵

4. Ngā tūraru me ngā mauru / Risks and mitigation

Effectively managing reputational risks to the KMR programme is a foundation value for KMR. Adopting best practice management of conflict of interests, both real and perceived, protects the mana of the programme, and the people, including governors, that associate with it.

5. Ngā whāinga mō āmuri / Next steps

The new in-kind contribution scope will be operationalised with immediate effect, and included in forthcoming guidance, including to Field Advisors for their discussions with landowners on Sediment Reduction Plans.

Ngā tapirihanga / Attachments

Attachment 1: KMR In-kind Contributions – Scope [↓](#) 

⁵ 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.

KMR In-kind Contributions – Scope

This document sets out a comparative view of the scope and nature of proposed **in-kind contributions** that can be accounted for in the KMR programme. Under the *Jobs for Nature* Deed of Funding that governs the KMR programme, only 50% of the value of agreed sediment reduction activities can be funded by the KMR programme, and so in-kind contributions are **required** to unlock the matching Crown dollar and achieve the full scope of agreed sediment reduction activities. It is important to note that for KMR grants, in-kind contributions are restricted to sediment reduction activities in scope of the relevant grant type. For community projects in the 'KMR pipeline' (i.e., that have been awaiting KMR engagement and consideration during the programme's establishment phase) relevant in-kind activities that have contributed to project development (e.g., community engagement hui, site preparation such as weed removal and fencing) can be considered as an in-kind contribution from the date of the signing of the Memorandum of Understanding for the Kaipara Moana Remediation Programme (i.e., from 10 October 2020).

Agreed Sept 2021 Policy scope	Recommended scope: June 2022 Policy
Kaipara Uri entities <u>Acceptable</u> <ul style="list-style-type: none"> Contributions towards specific mātauranga projects as defined in project briefs. Time of Kaipara Uri entity representatives spent on projects, or at meetings, if requested by KMR. Time of Kaipara Uri entity senior staff contributing to Senior Officials Group meetings or other meetings as requested by the KMR. Time of Kaipara Uri entity representatives when contributing to KMR Joint Committee meetings, if requested by the Joint Committee. Hosting hui as requested by KMR. <u>Unacceptable</u> <ul style="list-style-type: none"> Attending public meetings Indirect overheads, such as proportions of insurance, power and rentals 	KMR programme management¹ and project delivery <u>In Scope</u> <ul style="list-style-type: none"> Contributions towards Kōrero Tuku Iho or other mātauranga projects, as defined in a KMR project brief or contract. Time² of Kaipara Uri entity and other iwi/hapū representatives spent on other projects, as defined in a KMR project brief or contract, or if requested by KMR. Time of Kaipara Uri entity or other iwi/hapū representatives contributing to Joint Committee or Senior Officials Group meetings or other meetings, as requested by KMR. Hosting of and participation in online or in person meetings / hui as requested by KMR. Project management activities relating directly to KMR project delivery <u>Out of scope</u> <ul style="list-style-type: none"> Attending public meetings, unless requested by KMR (see above) Indirect overheads, such as proportions of insurance, power and rentals
Landowners <u>Acceptable</u> <ul style="list-style-type: none"> Direct labour costs on remediation projects, for example: <ul style="list-style-type: none"> Planting Fencing Clearing land Plant husbandry Transport of materials and Equipment <u>hire</u> for specific KMR projects; and Contribution of material items e.g., fence posts, plants Contribution of time and information towards the production of an SRP. <u>Unacceptable</u> <ul style="list-style-type: none"> Attending public meetings Indirect overheads, such as proportions of insurance, power and rentals Retirement of land. 	Landowner Grants <u>In scope</u> <ul style="list-style-type: none"> Direct labour costs on remediation projects, for example: <ul style="list-style-type: none"> Planting Fencing Site preparation Installation of troughs and gates Transport of materials Equipment <u>hire</u> for specific KMR projects, including health and safety equipment Contribution of materials e.g., plants, fence posts, troughs and gates relating directly to KMR project delivery Contribution of time and information towards the production of a Sediment Reduction Plan. <u>Out of scope</u> <ul style="list-style-type: none"> Attending public meetings, unless requested by KMR (see above) Indirect overheads, such as proportions of insurance, power and rentals Retirement of land Pest control Ecological monitoring Capital infrastructure Establishment costs for a business Research/innovation projects Water reticulation

¹ The value of programme/project management and other expertise contributed to KMR can be valued in accordance with benchmarked hourly or daily market rates (as relevant). KMR can provide sources of benchmarking, if needed.

² This includes all aspects, including meeting preparation, attendance and follow up

Agreed Sept 2021 Policy scope	Recommended scope: June 2022 Policy
<p>Community Groups</p> <p><u>Acceptable</u></p> <ul style="list-style-type: none"> • Direct labour costs on remediation projects, for example: <ul style="list-style-type: none"> ◦ Planting ◦ Fencing ◦ Clearing land ◦ Plant husbandry ◦ Transport of materials; and ◦ Transport of labour force for specific KMR projects, if there are 5 or more people per vehicle. • Contributions of management time and labour costs for contributing to KMR projects as agreed in the project brief, such as under Whenua Whānui projects • Training of volunteers for agreed KMR projects. • Operational expenses related to agreed KMR projects, such as supplies for planting days. • Group accommodation for agreed KMR planting projects that span multiple days, in line with the definition of actual and reasonable expenses. • Landowner engagement projects and community engagement aimed at recruiting a work force, as determined appropriate by a relevant KMR advisor* • Time spent negotiating contracts, as determined appropriate by the negotiating advisor* <p><u>Unacceptable</u></p> <ul style="list-style-type: none"> • Attending public meetings. • Administration not specifically related to an agreed project brief. <p>In kind contributions can also account for actual costs incurred:</p> <ul style="list-style-type: none"> • Transport expenses will be calculated at the standard rate of \$0.27 per km. • Time and labour will be calculated at a rate of \$25 per hour, with the exception of a volunteer labour force, which may be calculated more conservatively. • Hospitality will be calculated at a rate of \$10 per person per meal. 	<p>Whenua Whānui Fund Grants</p> <p><u>In scope</u></p> <ul style="list-style-type: none"> • Direct labour costs on remediation projects³, for example: <ul style="list-style-type: none"> ◦ Planting ◦ Fencing ◦ Site preparation ◦ Installation of troughs and gates ◦ Transport of materials ◦ Transport of labour force for specific KMR projects ◦ Pest control, where a KMR Field Advisor has identified a specific browsing pest in project area • Contributions of management time and labour costs for contributing to KMR projects as agreed in the Whenua Whānui project, including those relating to Field Advisors or other KMR Advisors • Training of volunteers for agreed KMR projects, including relevant health and safety training. • Operational expenses related to agreed Whenua Whānui Fund projects, such as supplies for planting days • Group accommodation and associated meal costs for agreed KMR planting projects that span multiple days, in line with the definition of actual and reasonable expenses • Landowner engagement projects and community engagement, as agreed in the Whenua Whānui Fund project. • Time spent developing the Whenua Whānui Fund project proposal and negotiating contracts • Equipment hire for specific Whenua Whānui Fund projects, including health and safety equipment • Contribution of materials e.g., plants, fence posts, troughs and gates relating directly to KMR project delivery • Pest control-related expenses where a KMR Field Advisor has identified a specific pest browsing problem, and costs are not met from other funding sources. • Contribution of time and information towards the production of a Sediment Reduction Plan <p><u>Out of scope</u></p> <ul style="list-style-type: none"> • Attending public meetings, unless requested by KMR (see above); • Administration not specifically related to the agreed Whenua Whānui project • Retirement of land • Water reticulation • Activities specifically excluded in respect of the Whenua Whānui Fund⁴: <ul style="list-style-type: none"> ◦ Ecological monitoring ◦ Capital infrastructure ◦ Establishment costs for a business ◦ Research/innovation projects <p>The following additional in kind contributions can also be calculated for actual costs incurred for ALL activity types:</p> <ul style="list-style-type: none"> • Transport expenses will be calculated at the standard rate of \$0.79 per km. • Where the costs (value) of KMR sediment reduction activities are not already defined⁵, time and labour can be calculated EITHER at relevant benchmarked (market) rates OR if these are difficult to assess, can be calculated at the NZ Living Wage hourly rate⁶. • Hospitality⁷ will be calculated at a rate of \$10 per person per meal.

³ KMR has standard prices (rates) which are used in Sediment Reduction Plans to assess the cost (i.e., value) of agreed planting, fencing and spraying (one aspect of site preparation). These can be found on the KMR website at: <https://kmr.org.nz/wp-content/uploads/2021/10/KMR-Provisional-Fencing-and-Spraying-Prices-v2-2.pdf>

⁴ <https://kmr.org.nz/wp-content/uploads/2021/11/154.030-Whenua-Wha%CC%84nui-Fund-Information-Sheet-2.pdf>

⁵ As above

⁶ Currently, this is \$22.75 an hour. On 1 September 2022, it will rise to \$23.65, and is reviewed annually.

⁷ Hospitality is defined as where community groups or iwi/hapū groups (e.g., on marae) provide food and beverages to school groups, community or marae-based workers, and/or community members as part of agreed KMR project activities, including programme management, community engagement and education.

TITLE: Pou Tātaki Update

ID:

From: Justine Daw, Pou Tātaki

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager:

He Rāpopoto hautū / Executive summary

This report updates the Kaipara Moana Remediation (KMR) Joint Committee on progress in the KMR work programme in the two months since the last Joint Committee Hui.

Ngā tūtohu / Recommendation(s)

1. That the report 'Pou Tātaki Update' by Justine Daw, Pou Tātaki and dated 9 June 2022, be received.

Horopaki / Context

The Joint Committee last met in formal hui on 11 April 2021. This update report provides information on developments in the KMR programme and the Kaipara Maurikura in the two months since then.

Overview

KMR continues to accelerate programme delivery, with ongoing progress in growing the pipeline of Sediment Reduction Plans (SRPs), and good results from the winter 2022 Foundation Planting campaign. External communication continues to lift, and online and in-person community engagement has resumed. While we are now scaling up sediment reduction funding, the programme costs and expenditure remain lower than originally budgeted. As per the Annual Work Plan paper, we will carry over unused budget.

In the next quarter, we will continue to focus on growing the project pipeline, external engagement and getting back out into the community, and building momentum on training and workforce development.

Tātari me ngā tūtohu / Analysis and advice

Thriving Maurikura	<ul style="list-style-type: none">• KMR continues to be affected by COVID-19 impact, with ~6% average drop in capacity since February. Under Orange, we are back in the office and the community, with safeguards.• Several Maurikura members attended a free te ao Māori workshop hosted by MPI.• An MSD staff member is now hot-desking part-time in the Maurikura office to strengthen links.
Programme Delivery	<p><i>Sediment Reduction Plans</i></p> <ul style="list-style-type: none">• New Sediment Reduction Plans (SRPs) cover 5856 Ha, 29kms of fencing and ~41,000 plants. (These figures exclude SRP data from Fonterra and Forest Bridget Trust).• 35 new Expressions of Interest for SRPs were received from landowners in April and May. <p><i>Foundation Planting (Winter 2022)</i></p> <ul style="list-style-type: none">• KMR has confirmed 115, 000 plants for planting this winter, with a further 72 landowners being engaged by Field Advisors, which will result in additional winter planting numbers. 19 associated Sediment Reduction Plans are approved or in development.

	<p><i>Field Advisor training & development</i></p> <p>Now that COVID-19 settings allow, we are preparing two further training courses:</p> <ul style="list-style-type: none"> 17 June Field Advisor refresher workshop (Te Hana) to ensure that all Field Advisors are up to date and trained to use our new templates and processes. 5-7 July Field Advisor training course (Ātiu Creek) to mentor Field Advisors trained earlier in 2022, and train new Ngā Maunga Whakahii and Te Roroa people. A focus now is to develop a systematic check-in, technical support and mentoring process for Field Advisors to build a thriving 'community of practice' and run more 1 day introductory hui. <p><i>Suppliers / Accredited Contractors:</i></p> <ul style="list-style-type: none"> 1 more contractor has been accredited, bringing the total to 22. The contractor affiliates to iwi/hapū in the catchment. Te Uri o Hau Environs is also in the process of accreditation. We met with Fonterra to discuss progress in the Tiaki Partnership. <p><i>Workforce Development</i></p> <ul style="list-style-type: none"> On 14 June, KMR, MSD and Uri are holding a Planning Day to scope Hub priorities and actions for next financial year, following which a briefing will be given to the Joint Committee in July. Two Kaitiaki workforce coordinator roles are shortly to be advertised as part of KMR's contribution to the Hub work programme. We met with MBIE on the Regional Workforce Plan, due to be published shortly. There is strong alignment between the plan, centred on a Mātauranga Māori framework, and KMR.
Digital Tools	<p>Development of key digital tools continues, with progress in this reporting period as follows:</p> <ul style="list-style-type: none"> Ongoing development of the SmartyGrants (KMR grant management) tool. Ongoing integration of SmartyGrants with Media Suite's platform which will enable a spatial view of KMR programme activity and support Farm Planning. Engagement with NRC to identify needs for Smarty Grants' 'software as a service' solution. Contract finalised for development of a Northland Freshwater Management tool. Development of GIS layers on Wetlands and Highly Erodible Land features are in progress. Inaugural (context-setting) meeting of Digital Technical Reference Group held. <p>In terms of future key project milestones:</p> <ul style="list-style-type: none"> KMR will host a demonstration of SmartyGrants and MediaSuite on 22 June. We will engage with NRC on procurement of security/penetration testing Begin scoping Learning and Development tools for the Digital Tools suite to support users
Engagement & Partnership	<p>Work to lift KMRs' external presence and impact continues, with progress as follows:</p> <ul style="list-style-type: none"> A Partnership Forum in May was attended by ~55 community, industry and NGO partners. A public Zui was attended by ~70 people in May, with the next Zui on 21 June. A further Pānui was issued in May, with subscriptions now at ~1100 people KMR has established social media profiles on Facebook, LinkedIn and Instagram platforms. KMR presented on KMR to Whangārei District Council's Te Kārearea Committee KMR attended two Beef+Lamb events, and are engaging at senior level on a future partnership. We met with MPI (Sustainable Land Use) on farm planning support and farm advisory Career Pathways Scheme, and the Māori Agribusiness team to identify areas of mutual interest. We engaged with Te Uru Rākau on its forestry advisory service and native afforestation incentives, given linkages with the forthcoming soil conservation strategy. We are contracting next year's partnership contracts with Fonterra and Forest Bridge Trust <p>In terms of future key milestones:</p> <ul style="list-style-type: none"> A presentation is booked for July to Kaipara District Council Through Amotai and with other providers, we are developing video, photo and text case studies to showcase the KMR programme and people, including in te reo. A KMR media content calendar is in development.
Strategy & Opportunities	<p><i>Soil Conservation Strategy:</i> A draft project plan is complete and work is starting to establish a project advisory group and commission analysis. Northland Regional Council is undertaking a refreshed soil conservation strategy on similar timeframes, and we are working closely with the team (and Auckland Council Healthy Waters) to align KMR activity and use a shared evidence base.</p>

	<p>Given the current need to accelerate KMR delivery and build key systems, we are exploring only a small number of viable, near-term opportunities:</p> <ul style="list-style-type: none"> • We are in discussion with Trees that Count to access 20,000 free plants for groups undertaking planting this winter to reduce the costs of planting. • Possible partnership with QE2 Trust to reduce fencing costs and protect biodiversity. • Possible Auckland Council pilot to reduce fencing costs and protect biodiversity.
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KMR Financials April 2022

Funding received

MFE	9,121,600
Interest earned on unspent funds	22,983
Sub Total	9,144,583

Total KMR Opex costs 2,914,153

Funding Remaining 6,230,430

NRC in kind labour	194,452	
NRC in kind Opex costs	462,478	Note: this includes salaries
AC in kind labour	379,240	
AC in kind Opex costs	1,007,035	
Total in kind expenditure	2,043,205	

Total Expenditure 4,957,358

Ngā tapirihanga / Attachments

Nil

TITLE: **Opportunities - Auckland Council and EnviroStrat Presentations**

From: Ben Hope, Ringa-Pārongo | Communications Lead

Authorised by Justine Daw, Pou Tātaki, on 09 June 2022
Group Manager/s:

Whakarāpopototanga / Executive summary

A brief presentation from both Auckland Council and EnviroStrat of possible opportunities for future Kaipara Moana Remediation Work.

Ngā mahi tūtohutia / Recommendation

That the Presentations:

1. By Auckland Council on a potential collaboration with Kaipara Moana Remediation on carbon offsetting in the Auckland Region
2. By EnviroStrat on case studies of relevance to Kaipara Moana Remediation

Be received

Background/Tuhinga

Not relevant

Attachments/Ngā tapirihanga

Nil