

# **Public Waterways and Ecosystem Restoration Fund Quarterly Report (1.1.21 – 31.3.21)**

<b>Organisation:</b>	<b>Waikato Regional Council</b>
<b>Project name:</b>	<b>PWER016 Piako Green Corridor</b>
<b>Deed number:</b>	<b>PWER016</b>
<b>Date of report:</b>	<b>31 March 2021</b>

## Official information and privacy

### Official Information Act 1982

**Important:** Information presented to the Minister for the Environment or the Ministry for the Environment is subject to disclosure under the Official Information Act 1982 (OIA). Certain information may be withheld in accordance with the grounds for withholding information under the OIA. Further information on the OIA is available at [www.ombudsmen.parliament.nz](http://www.ombudsmen.parliament.nz).

Information held by the Minister or the Ministry may have to be released under the OIA in response to a request from a member of the public (or any other body) for that information. If you wish to provide sensitive information to the Minister or the Ministry which you do not want released, it is recommended you consult with the Ministry as to whether the information is necessary for the application, and whether there may be grounds in the OIA for withholding the information. For instance, if release of the information would disclose a trade secret, or be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information, then there may be grounds to withhold the information. If an OIA request relating to your application is received, the Ministry will endeavour to contact you to discuss it, and what the implications of releasing your information are.

The grounds for withholding information must always be balanced against consideration of public interest that may justify release. Although the Ministry does not give any guarantees as to whether information can be withheld under the OIA, it may be helpful to discuss OIA issues with the Ministry in advance if information provided with an application is sensitive.

### Privacy Act 1993

**Important:** The Ministry for the Environment (Environment House, 23 Kate Sheppard Place, Wellington 6011) may collect, use, hold or disclose personal information for the purpose of assessing eligibility and suitability for Public Waterways and Ecosystem Restoration Fund funding. Individuals have the right in accordance with the Privacy Act 1993 to request access to and correction of their personal information. While the provision of personal information is not mandatory, failure to provide requested information could lead to a delay in considering the application or a decline of the same.

## Introduction

This quarterly report provides the Ministry for the Environment with information about how the delivery of your Public Waterways and Ecosystem Restoration Fund project is going.

This report gives you the opportunity to record and communicate to interested parties, including the Ministry for the Environment, funding partners and the wider public, the progress made on your project, along with any significant risks, issues and/or health and safety matters encountered, and stakeholder engagement undertaken.

Quarterly reports are a key source of information for updates to the Minister and the Ministry's website on the progress of Public Waterways and Ecosystem Restoration Fund projects. The different sections in this report serve different purposes:

- **Section A** is an opportunity for you to provide an update as to what has been happening during the reporting period, successes during the quarter, and key tasks/activities that are planned for the next quarter. This is a useful recording tool for the project team and any other involved parties for assessing what has been achieved to date and what is ahead, as well as providing robust information should the project come under scrutiny.
- **Section B** asks for operational details of the quarter, including funding received from external organisations, risks and issues, and health and safety. It also provides an opportunity to include any other details, which you think are relevant and the Ministry should be aware of (eg, events, publications, awards).
- **Section C** 'Declaration' section provides assurance to the Ministry that you recognise the accountability for the information provided, which may be requested by interested parties beyond the Ministry.
- You are also required to update the **Budget Tracking Spreadsheet** for this financial year, and provide the agreed deliverables for any activities which have been completed in this quarter.

### Important Information

It is preferable to complete this report electronically and submit it by email.

Please discuss any problems, issues, or major changes to your project with your assigned Ministry analyst before completing and submitting this report.

## When your report is complete

Your report should be submitted within four weeks of the end of each quarter, unless otherwise agreed with your assigned analyst. Please refer to page 28 of the *Guide for Recipients* which includes a detailed reporting calendar.

Email the following documents to the Ministry each quarter:

- completed quarterly report
- updated budget spreadsheet
- completed summary of expenses spreadsheet
- agreed deliverables for any activities which have been completed in this quarter.

Alternatively, you can post these to:

Public Waterways and Ecosystem Restoration Fund  
Hono Tahua – Communities & Freshwater Investments  
Ministry for the Environment  
PO Box 10362  
Wellington 6143.

## What happens next?

Your assigned analyst will assess the report to ensure that you have met the requirements for funding as specified in your funding deed. During the Ministry's review of the report and supporting documentation, further information (including evidence confirming actual expenditure) may be requested. Allow at least 10 working days for the assessment of your report to take place.

Once the Ministry for the Environment is satisfied that your quarterly claim meets the deed funding requirements, your assigned analyst will arrange payment with the Ministry's finance department.

## Questions?

If you have any questions relating to this report then please contact your assigned analyst.

## SECTION A: PROJECT SNAPSHOT

### 1 Progress update and key facts

This third quarter saw:

#### Technical review and planning

- Completion of the Ecological Survey, Geophysical Survey and Drone work.
- Final draft of report for above work received (note, this report will be provided as part of Annual reporting in its completed format).
- Data analysis of the Ecological and Geophysical work.
- Drafting of Detailed Operational Plan.
- Drafting of native plant supply tender – for years 2-5 plant supply, labour and releasing.

#### Communication and Engagement

- Communication and engagement plan developed in partnership with MBIE funded projects in Lower Piako Catchment.
- Iwi and key stakeholder workshop completed.
- Forming of the Stakeholder Working Group – membership includes; Ngati Hako 9(2)(a) [REDACTED] Ngati Paoa 9(2)(a) [REDACTED], Fish and Game, Hauraki District Council, DOC, Drainage Board and Waihou Piako Advisory Committee members (local landowners).

#### Overlaps

- Overlap of Piako River Green Corridor (PGC) with three other infrastructure upgrade projects (funded through MBIE) has seen a greater need for coordination across the four projects. This has seen PGC Project Manager take a lead on coordinating communications, stakeholder mapping and engagement for these three projects. This will reduce the risk to PGC and the other projects.

#### Risk

- A historical property boundary challenge has arisen on the western end of the foreshore drainage network. As a result, a property survey needs to be carried out to determine land ownership. The costs for this currently sit as part of the Council's Piako River Zone. A contribution from the PGC project and an infrastructure project of 9(2)(b)(iii) [REDACTED] each has been offered to get this resolved. The PGC contribution would come from savings in fencing expenditure. As such, no foreshore drain area work (Objective 2) (including re shape for habitat and planting) will occur this year. Planting will shift to Piako River main channel, this will ensure the original 18,000 units committed in Annual Work Plan will be delivered.

**Introduction:** Reflect on the project over this reporting period and provide a brief description of the project's overall status (is project on time, on budget, etc).

- This is a 5 year project and has just completed its third quarter.
- There is a delay in some of the reshaping work around the drainage channel (Foreshore Drainage channel area) due to some historical land ownership issues. A boundary survey is being undertaken in April and further engagement with adjacent properties being worked through.
- This has resulted in the drainage area work (by Hauraki District Council) being deferred. As this work is dependent on dry land conditions, work will be delayed to the 2021/22 summer period. Year one planting at this site is being moved to the main channel area.
- Despite the above, this does not affect the overall time frame and deliverables of the project. Overall, the project is on track, on budget and within scope.
- The mātauranga maori component of the Operational Plan (as per the year one programme) has been delayed with positive discussion with iwi ongoing.

## Summary of progress this quarter: Describe the progress made against your Annual Work Plan, any slippage or gains made (and the reasons why).

**Objective 1.1.** By June 2025, the Kopuatai Wetland will be reconnected to the Firth of Thames through a continuous 17km vegetated corridor of 185,000 eco sourced plants along one side of the Piako River main channel. It will continue to provide for the functioning of, and maintenance to, the Piako Flood scheme.

- There has been 9(2)(b)(ii) paid as part payment (total contract value 9(2)(b)(ii) ) for the initial deed of contribution work (ecological survey, GIS, drone and geophysical survey - objectives 1 and 2 of AWP) to 9(2)(b)(ii) . Ref to Invoice DOC# 18192986.
- 10,000 Eco sourced native plants have been ordered from 9(2)(b)(ii) for year one demonstration planting. Site prep will commence late April.
- 18,000 plants will now be planted on main channel (the additional 8,000 plants coming from the year one drainage area that has been deferred).

Maps below show planting locations for year one.



Figure 1: Overall location of sections 1a & 1b.



**Figure 2: Section specific details.**

**Objective 2.** By 2025, 63,340 plants will be planted on one side of the drainage channel from Waihou River mouth along the berm to Waitakaruru (a distance of 19 km).

- The 8,000 Eco sourced native plants that have been ordered from 9(2)(b)(ii) will now be planted on the Main Channel. No Planting on the drainage area will occur this year, allowing for resolution of historical landowner boundary issue.

**Objective 3.** By 2021, an animal pest control programme will be developed for the purpose of supporting inanga spawning habitat and wetland avifauna along 19km of drainage channel and 17km of Piako River channel. The programme infrastructure will be in place by December 2021.

- Animal pest control components will not commence until Ecological work finalised and Operational Plan confirmed. This work will be part of year 2.

**Objective 4.** By 2021, mātauranga Māori principles developed with mana whenua/iwi/hapū and confirmed for inclusion in work programme. By 2025, these principles are incorporated into design and delivery of programme.

- Matauranga values are being developed as part of the detailed Operational Plan. In discussion with iwi, these are being framed to be operational and provide a direct connection to deliverables.

**Objective 5. Communication and engagement**

- Communication and engagement tactics framework developed in partnership with MBIE funded projects adjacent to Piako River Green Corridor. Refer to supporting documents (DOC # [18245272](#))
- Stakeholder workshop held.
- Letter of Intent being Prepared by PM between Haruaki District Council and WRC for activities over the duration of this project.

**Objective 6. Other miscellaneous:**

*Project Management, Governance and Reporting (ongoing).  
(provided in kind by WRC)*

- Reports and Minutes from previous Governance Group meetings, see supporting attachments.
- MFE monthly and quarterly reporting completed.

## Next Quarter: Describe the key activity/tasks that will take place next quarter.

Key tasks/activities planned for the next quarter include:

- Final report submitted for survey and GIS work.
- Site preparation of 2 hectares.
- Stakeholder working group meetings – x2.
- Completion of Operational Plan.
- 2km of fencing.
- Development of Matauranga Values.
- Site blessing.
- MfE video.
- E Newsletter.
- Project Factsheet – in conjunction with Infrastructure Projects.
- Letter of Intent with Hauraki District Council.
- Year one planting – noting change to 18,000 units on main Piako River.
- Finalising Tender Documents for Year 2-5 planting needs.
- Annual work plan for 2021/22 – noting as per agreement with MfE – this will be submitted in June so as to reflect the Operational Plan recommendations.

## 2 Update on activities

*Describe the progress made this quarter for each activity in the annual work programme. Include specific comments where there is something impacting on the delivery of an activity, or if there are particular successes to report.*

Activity	Progress update
1.1 Geophysical survey	Final report will be provided at year 1 end.
1.2 GIS mapping Piako main channel	GIS mapping completed and final report will be provided at year 1 end.
1.3 Year 1 plant ordering	Complete (see attached supporting documents). Document # 18053070.
1.4 Engage contractor for Berm scrapes	No berm scrapes to occur in year 1- limited value for inanga spawning due to high sediment load. This will be removed from AWP Y2. Budget will be used for planting and/or artificial habitat.
1.5 Resource consent	Currently no requirement for Resource Consent. However – we are seeking clarification re constructed wetlands and where they sit in regard to NES-FW and ability to maintain these without resource consent in the long term. Expect to resolve this by end of June.
1.6 Land licence agreements	Piako GC team are working with 2 other projects that require discussion with land licence holders so as to take a coordinated approach. Contact will be made once

	boundary survey completed. This is a change from last update. This activity will shift into AWP Y2.
2.1 GIS mapping drainage channel	GIS mapping complete and final report will be provided at year 1 end.
2.2 Year 1 plant ordering	Completed. And info supplied in previous report.
2.3 Engage contractor to undertake earthworks and site preparation for the drainage area.	All drainage works deferred in agreement with Hauraki District Council. Activity will shift to AWP Y2.
2.4 Engage contractor to undertake 2km of fencing.	Next quarter.
2.5 Land licence agreements reviewed, agreements reached with lease holders regarding timing and staging of works.	Letter will be sent next quarter to drainage area licence holders.
3.1 Engage contractor to undertake animal pest control survey to develop pest animal control plan for the purposes of supporting inanga spawning and avifauna and establish the animal pest control network along drainage channel and Piako river channel.	Paused until ecological work completed. This will inform approach and needs for Predator Control. Activity will shift to AWP Y2.
3.2 Develop a predator control programme and establish and commence Predator Control trap lines.	As above, refer 3.1.
4.1 Establishment of discussion group with key stakeholders to enable effective collaboration and communication.	Meeting held with key stakeholders, from this a Working Group has been established. Working group first meeting held in March.
4.2 Define mātauranga Māori values and how they will be incorporated into the operational work plan.	This is being worked through with iwi – notably Ngati Hako and Ngati Paoa.
5.1 Develop and finalise a Communications and engagement plan, which aims to support all elements of the programme.	Communication and Engagement Plan established in conjunction with 3 other Piako Projects (funded through MBIE). Document # <a href="#">18245272</a> . This sits under the Shovel Ready Programme Communications Plan and will be fed into a Hauraki Coromandel Communication and Engagement Tactics document (not supplied)
5.2 Create a showcase planting site.	Site selected.
6.1 Set up Governance Group and provide Terms of Reference (TOR), including membership and bio.	Completed.
6.2 Hold monthly governance group meetings, with a minimum of four per year.	Completed for year to date and ongoing.
6.3 Complete Ministry Reporting Requirements.	Completed for year to date and ongoing.
6.4 Project management, including delivery schedule for operational work and all reporting.	Completed for year to date and ongoing.
6.5 Procure and prepay annual independent financial audit for FY1.	Won't occur till next financial year.

### 3 A) Quarterly progress towards Jobs for Nature Area Indicators

Indicate below how your project's activities for the quarter have contributed to the programme's focus areas. Add 'N/A' in the Metrics and/or Focus Areas that are not relevant to your project

Focus Area	Metric	Project target <i>(refer to Work Programme if applicable)</i>	Year target <i>(refer to Annual Work Plan if applicable)</i>	Total progress so far	Progress this quarter
Fresh water restoration	Number of plants planted in riparian, lake, or wetlands areas	<b>248,340</b>	<b>18,000</b>	<b>0</b>	<b>0</b>
	Area (ha) of riparian, lake, or wetlands planting completed	<b>31.4</b>	<b>2</b>	<b>0</b>	<b>0</b>
	Length (km) of new fencing constructed and maintenance of existing fencing	<b>32</b>	<b>2</b>	<b>0</b>	<b>0</b>
On farm and other restoration activities	Number of Farm Environment Plans created	NA	NA	NA	NA
	Area (ha) of works covered by Farm Environment Plans completed	NA	NA	NA	NA
	Area (ha) of afforestation or other biodiversity planting not in riparian, lake, or wetlands margins completed	NA	NA	NA	NA
	Area (ha) of space-planting for erosion control completed	NA	NA	NA	NA
Pest control and fish passage	Total area (ha) of animal pest control completed	<b>35</b>	<b>0</b>	<b>0</b>	<b>0</b>
	Total area (ha) of plant pest control completed	<b>35</b>	<b>0</b>	<b>0</b>	<b>0</b>
	Number of fish passage barriers remediated (removed or managed)	NA	NA	NA	NA
Nature based employment	Number of people paid in each reporting period.			<b>14</b>	<b>14</b>
	The number of people being paid on the last day of the reporting period			<b>10</b>	<b>10</b>
	Number of people-hours worked in each reporting period	40,320	5,760	<b>1617.5</b>	<b>355.5</b>

#### Methodology for Nature based employment

*We would prefer you to use actual counts for nature based employment. If you are unable to provide actual figures, please explain below your methodology for calculating nature based employment*

Actuals used from invoices and Council financial reporting tool.

### 3 B) Quarterly Forecast of Nature based employment

*Indicate the expected upcoming employment measures for the next quarter*

	Expected figure for Next Quarter
Number of people to be paid in the upcoming reporting period	6
Number of people-hours to be worked in the upcoming reporting period	1400

## SECTION B: OPERATIONAL DETAILS

### 4 Other sources of funding

Provide information about other external funding used towards the cost of activities completed this quarter (other than from the Public Waterways and Ecosystem Restoration Fund). Include all cash contributions from your own organisation and other funding sources as listed in your Annual Work Plan.

Insert additional rows if you have more than five partners or external funding sources

Organisation name	Total amount requested	Total amount approved	Amount received to date	Amount paid towards activities this reporting period
Waikato Regional Council	\$100,000.00	\$100,000.00	\$100,000.00	\$34,646.00
	\$0.00	\$0.00	\$0.00	\$0.00

### 5 Risks and issues

List the status of any risks currently affecting the project and what is being done to manage or mitigate these (for example, activities 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, health and safety matters).

Risk – NOTE these are risks with a level of Medium or above post treatment	Management/mitigation
<p>Describe the process you will use to minimise and manage the risk</p>	
<p><b>9(2)(b)(ii)</b></p> <p>Plant establishment There is a risk that native plant establishment fails because of weather (e.g. drought or floods) or plant/planting quality which could result in lower stocking rates than the required minimums and/or damage to plants.</p>	<p>Plan annual planting programmes utilising long term forecasts. Plant suitable species that can accommodate drier periods. Keep year 4 as a backup contingency planting season. Audits overseen by WRC of the planted areas will be undertaken to ensure that the planting investment is secure and that any additional work required is undertaken.</p>
<p>Plant establishment There is a risk that native plant establishment fails because of weather (e.g. drought or floods) or plant/planting quality which could result in lower stocking rates than the required minimums and/or damage to plants.</p>	<p>Plan annual planting programmes utilising long term forecasts. Plant suitable species that can withstand inundation and flooding Keep year 5 as a backup contingency</p>
<p>Project team staff retention There is a risk that core project team members leave roles during the project resulting in delays to project delivery.</p>	<p>Early discussion with <b>9(2)(b)(ii)</b> around opportunity and scope of work funded from MfE. Set up discussion with Min. Social Development to see what other support available and also Te Waka (Economic development).</p> <p>To facilitate the delivery of shovel ready projects Waikato Regional Council has established the following to support project managers: - a programme lead overseeing the delivery of shovel ready</p>
<p>Plant establishment There is a risk that the site is inundated due to flooding resulting in reduced planting/earth works times and or damage to plants.</p>	<p>Plan annual planting programmes utilising long-term forecasts. Plant suitable species that can withstand inundation and flooding Keep year 5 as a backup contingency</p>

	<p>projects within the relevant geographical area.</p> <ul style="list-style-type: none"> <li>- a project co-ordinator to assist with project delivery and reporting.</li> <li>- a regional shovel ready programme manager to provide high level oversight and communications on the full package of shovel ready projects.</li> </ul> <p>This structure ensures that there will be staff additional to the project manager who have a high level of familiarity with the project and key stakeholders, who can support and cover temporary vacancies and induction of new project team members.</p>
<p>Foreshore Stopbank - Adjacent Landowners Grazing</p> <p>There is a risk that given there are no formal grazing licenses in place in the foreshore drainage area that when adjacent landowners who graze these areas are advised of the removal of access for grazing (pedestrian access can be maintained) and that all grazing will be ceased that it will create backlash and political intervention.</p>	<p>Heads up to political leaders.</p> <p>Letter prepared in conjunction with other project.</p> <p>Operational staff aware and included in letter development so that it is up to date in terms of discussion had with former grazers.</p>
<p>Native Plant Supply</p> <p>There is a risk that eco-sourced plants are not available in quantities needed because of short notice in ordering, this would effect ability to plant within project timeframe.</p>	<p>Define what eco-sourced in the context of the project is it the wider the geographical area?</p> <p>Annual native plant tender process ensures local nurseries are able to deliver quality eco-sourced native plants in the numbers, grades and species required at very competitive prices. Consider multiyear tender for plant supply.</p>
<p>Skilled labour availability</p> <p>There is a risk that skilled labour is not available to deliver works which would result in delays in the delivery of works programme.</p>	<p>Placing forward orders of plants to contracted/suppling nurseries well in advance</p> <p>Secure contractors well in advance.</p>
<p>Hauraki District Council</p> <p>There is a risk that Hauraki District Council do not want work to occur on their land and drainage areas which would result a significant portion of the project not being delivered.</p>	<p>HDC key staff will be members of discussion group for project. WRC staff to meet with and present at drainage committee meetings.</p> <p>Early discussion with HDC about opportunity, scope and how we can work together on this.</p> <p>Opportunity around tuna habitat and managing fall out following summer droughts.</p> <p>Letter of Intent between WRC and Hauraki DC.</p> <p>Should HDC drainage areas not be available, look at connecting drains that directly enter the Piako. Or at True left main channel planting.</p> <p>Expect to have the matter resolved by end of May.</p>
<p>Accidental discovery</p> <p>There is a risk of accidental discovery of artefacts which could result in delays to the project timeframes, or a change of site scope.</p>	<p>Cease work in the area concerned and follow Accidental discovery of artefacts protocol / advising landowner and relevant iwi authority.</p>
<p><i>List any issues (problems related to the project that are about to occur or are currently occurring) that need to be raised, together with options for resolution.</i></p>	
<p><b>Issue</b></p>	<p><b>Resolution</b></p> <p><i>Describe the action(s) being taken to resolve the issue</i></p>
<p>There are no active issues.</p>	

## 6 Health and safety

Have there been any health and safety incidents during this reporting period?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, for each incident that occurred please briefly describe the incident, the action taken and outcome, and any lessons learned.</i>
Describe what health and safety activities taken place during this reporting period.  <i>For example, provision of information, training, instruction or supervision of staff or volunteers, updates to H&amp;S Plan etc.</i>	Site induction for contractors.

## 7 Other information

*Is there any other information that you would like to share in relation to the delivery of your project? For example, significant stakeholder engagement, events or media coverage?*

## SECTION C: PAYMENT REQUEST

### 8 Payment Information (funding and contributions)

*Provide information about costs incurred during this payment period, amount requested from PWER and other external funding used towards the cost of activities completed this quarter (other than from PWER). Include all cash contributions from your own organisation and other funding sources as listed in your Annual Work Plan.*

*Insert additional rows if you have multiple external funding sources*

(A) Your organisation's cash contribution for this payment period	\$34,646
(B) Carried over Deed of Contribution funds spent in this payment period <i>(This should be the same as the carryover budget figure in section 6 of the Deed of Contribution report)</i>	\$40,719.00
(C) Total external funding contribution for this payment period <i>(Please confirm amounts from each funding source in Table 4)</i>	\$0.00
(D) Amount requested from the PWER Deed of Funding for this payment period	\$0.00
Total cost incurred for payment period (A+B+C+D)	\$75,365.00

## SECTION D: DECLARATION

### 9 Declaration

*This declaration must be completed by a person with the organisation's signing authority.*

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 Quarterly report, payment request or supplied in support of our Quarterly Report and payment request is complete, true and correct.
- I declare that I have the authority to sign this Quarterly Report and Payment Request, and to provide this information.
- I confirm that all costs incurred are directly attributable to the delivery of the agreed Annual Work Plan
- I confirm that I have updated the Budget Tracking spreadsheet
- I confirm that prior to submitting a payment request, all Deed of Contribution funding has been spent
- 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**

9(2)(a)

**Position**

Hauraki Coromandel Restoration Programme Lead

**Signature**

9(2)(a)

Date: 31 March 2021

*By typing your name in the space provided you are electronically signing this Quarterly Report.*

Supporting documents provided in addition to this document;

- 9(2)(b)(ii) Invoice
- Contract for Year 1 Plant Supply
- Drone Footage
- Hyperion report – Showing Staff time
- Communication Plan.