

Public Waterways and Ecosystem Restoration Fund Annual Report (July 2020 – June 2021)

Organisation:	Waikato Regional Council
Project name:	Piako Green Corridor
Deed number:	23704
Date of report:	31 July 2021

Official information and privacy

Official Information Act 1982

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Information held by the Minister or 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 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.

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Introduction

This Annual Report provides the Ministry for the Environment with information about how the delivery phase 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.

The Annual Report is 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 achieved during the financial year and lessons learned. 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** is an opportunity to report against the objectives of the project as outlined in the Work Programme. The overall success of the project will be evaluated based on the achievement of objectives.
- **Section C** 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 D** 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 during the final 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 fund analyst before completing and submitting this report.

When your report is complete

Your report should be submitted within four weeks of the end of the last quarter of the financial year (ie, within four weeks of 30 June), unless otherwise agreed with your fund analyst.

Email the following documents to them:

- updated budget spreadsheet
- completed summary of expenses spreadsheet
- deliverables for any activities completed in this quarter
- a copy of the independent financial audit (if agreed in the Annual Work Programme).

Alternatively, you can post these to:

Public Waterways and Ecosystem Restoration Fund
Hono Tahua – Communities & Freshwater Investments Team
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 review of the report and supporting documentation, further information (including evidence confirming actual expenditure) may be requested. Allow at least two weeks for the assessment to take place. Approval of the final report may also be dependent on the results of an independent audit.

Once the Ministry for the Environment is satisfied that your Annual Report meets the funding requirements, your assigned analyst will arrange the final payment of the financial year with the Ministry's finance department. At least 10 per cent of the total Public Waterways and Ecosystem Restoration Fund contribution for the year will be withheld until approval of the Annual Report by the Ministry.

SECTION A: PROJECT SNAPSHOT

1 Progress update and key facts

Reflect on the project this financial year and provide a brief description regarding the planning of the project, community engagement, trials and physical works undertaken. Please also provide any key facts and figures or any other information that the Ministry should be aware of. You may want to consider:

- work undertaken during the year, whether the project is running to timeline, costs incurred compared to the agreed budget
- successes you have had this year or particular progress you have made towards your project objectives
- risks that have appeared or challenges faced this year and ways you plan to mitigate them.

Piako Green Corridor is a 'dare to dream project' that seeks to bring to life the realisation of a planted environment that physically reconnects the Kopuatai peat dome back to Ti Kapa Moana – the Firth of Thames, both internationally significant RAMSAR sites. This will change the landscape from a monoculture environment, to one that supports a range of flora and fauna endemic to the area.

Piako Green Corridor considers the needs of the flood protection scheme and infrastructure within which it sits when planning undertaking environmental restoration.

Year one has focused primarily on standing the project up, on key information gathering, establishing a working group, engaging with iwi and agencies and technical assessments.

Key outcomes

- Ecological, geophysical survey and reporting completed
- Operational plan developed
- 18,000 plants planted
- 1km of fencing
- 1.1ha retired
- Working Group established
- Matauranga discussion and development of stage 1 and 2 for Matauranga values completed.

Communication and engagement outcomes;

- Promotional video with MfE completed
- Establishment of Piako Green Corridor Working Group with 3 meetings held
- E Newsletter for stakeholders, agencies and interest groups
- Site Blessing.

Challenges and Risks

- Land ownership – addressing historical issue with land boundaries/ownership along foreshore drain area. This required a property survey along the western end of the project. This was funded by WRC. This data will inform engagement with adjacent landowners and aid assist in delivery of planned earthworks and planting for year 2.
- This issue (above) had a flow on effect meaning that year 1 earthworks and planting could not be achieved and has been deferred to year 2.
- Flood scheme management requirements and integrating planting design in so as to not impede flood flow and asset integrity.
- Audit – only receiving guideline documents in July and impact that audit likely to be more expensive than originally budgeted.

- Changes to FTE count and no longer being able to count plant supply. This is very significant for this project.
- Challenge conveying to MfE the cost of operational delivery and what portion is materials, and what amount is then left over to create employment/FTE hours.
- Risks – plant supply and ensuring ecosourced plants.
- Reputational risk with Ministry if FTE expectations can not be met.

Introduction: Reflect on the project over the past year and provide a brief description of the project's overall status (is project on time, on budget, etc?).

Overall status GREEN

Budget: On track – noting year 1 underspend.

Timeframes: Ontrack overall, noting delay in predator control implementation and deferral of year one foreshore drain planting to year 2.

Scope: Within scope.

Lessons learned: What key lessons have you learnt whilst implementing the project over the last year? What might you do differently in the next year of the project?

Need for more detailed record keeping required, because of this a new table that will document all activities, expenditure, purchase orders, contracts and key documents has been formulated and will be used for year 2.

Lack of project design detail for year 1 has made delivery challenging. Development of the Operational Plan will assist with this as will the use of the above mentioned document.

2 Update on activities and objectives

Describe the progress made this quarter and financial year for each activity in the annual work programme. Include specific comments where there is something impacting on the delivery of an activity, of if there are particular successes to report). If an activity is not complete, you can request to carry over the activity and associated budget to next fiscal year by completing Section 5 (carry over is subject to MFE approval upon review of this annual report).

Objective 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.

Exceeded year 1 planting target of 10,000 to plant 18,000. Geophysical, ecological and drone works were completed under one contract with 9(2)(b)(ii) The formation from these assessments was used to inform the detailed Operational Plan that will guide work for the duration of the project.

It should be noted that while we will meet the overall planting quantum of the project, it is likely planting numbers will be reduced on the true right of the Piako River main channel due to a narrower planting area than originally anticipated. We will continue to inform MfE Advisor of any changes as we progress.

Activity	Progress update	% of activity completed
<p>1.1 Complete Geophysical and ecological surveys in order to;</p> <ul style="list-style-type: none"> Establish what the optimum level of inundation is for the indigenous salt marsh species to both be able to establish themselves and/or be introduced via augmentation planting. <p>Establish the extent of the saltwater wedge to inform creation of inanga/whitebait spawning habitat.</p>	<p>Completed and report provided. Report information used to inform detailed operational plan.</p>	<p>100% completed</p>
<p>1.2 Engage contractor to undertake GIS mapping and drone fly-overs of the project area and sub areas/sections. In order to provide the following information:</p> <ul style="list-style-type: none"> General overview providing a unique aerial perspective of the project area/s and surrounding environment (drone fly throughs very useful here to inform comms plan and to communicate the nature of the existing environment and scale of project) 	<p>Footage used as baseline and to inform operational plan. Footage has been provided to MfE.</p>	<p>100% completed</p>

Identification of zonation of existing vegetation (i.e. mangrove forest, salt marsh, grazed pasture, <i>Glyceria maxima</i> , willow, wetland). This will be done in conjunction with drainage area.		
1.3 Order year 1 plantings, engage contractor to complete site preparation and plant 10,000 eco sourced plants.	18,000 plants were ordered for the project (8,000 from foreshore drain area, activity 2.2) and 18,000 planted on Piako River.	100% completed
1.4 Engage contractor and undertake berm scrapes for main channel.	No longer required.	0%
1.5 Resource consent requirements investigated and engage consultant to prepare consent application if required.	Investigated and no longer required.	100% completed
1.6 Land licence agreements reviewed and agreements reached with lease holders regarding timing and staging of works.	Areas for this year completed. But is an ongoing requirement of the project.	100% for this year.
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).		
<p>Geophysical, ecological and drone works were completed under one contract with 9(2)(b)(ii) This was used to inform the detailed Operational Plan that will guide work for the duration of the project.</p> <p>No works were carried out in the foreshore drain area following the discovery of historical property boundary issues. A survey has now been carried out and boundaries re mapped. Landowners are being contacted individually and a plan developed for year 2 planting. It is anticipated that only 1 landowner might be challenging here. Otherwise, the remainder of the project area looks secure.</p> <p>It should be noted that while we will meet the overall planting quantum of the project, it is likely planting numbers will be increased in and around the foreshore drain area due to a narrower planting area been available on the Piako River main channel than originally anticipated. We will continue to inform MfE Advisor of any changes as we progress.</p>		
Activity	Progress update	% of activity completed
2.1 Engage contractor to undertake GIS mapping and drone fly-overs of the project area and sub areas/sections in order to provide the following information: - General overview providing a unique aerial	Completed and report provided. Report information used to inform detailed operational plan.	100% completed

<p>perspective of the project area/s and surrounding environment (drone fly throughs very useful here in order to inform comms plan and to communicate the nature of the existing environment and scale of project).</p> <p>- Identification of zonation of existing vegetation (i.e. Mangrove forest, salt marsh, grazed pasture, Glyceria maxima, willow, wetland). This will be done in conjunction with drainage area.</p> <p><i>This will be done in conjunction with Piako river main channel area (refer 1.2).</i></p>		
<p>2.2 Order year 1 plantings, engage contractor to complete site preparation and plant 8,000 eco sourced plants.</p>	<p>Plants were ordered and then planted on main river channel area due to landownership issues.</p> <p>As such additional planting will be done in year 2 to get the drainage area back on track.</p>	<p>0%</p>
<p>2.3 Engage contractor to undertake earthworks and site preparation for the drainage area.</p>	<p>No earthworks were carried out due to landownership/boundary issues. These are being worked through to clear the way for summer work programme in year 2.</p>	<p>0%</p>
<p>2.4 Engage contractor to undertake 2km of fencing.</p>	<p>No fencing was carried out due to landownership/boundary issues. These are being worked through to clear the way for summer work programme in year 2.</p>	<p>0%</p>
<p>2.5 Land licence agreements reviewed, agreements reached with lease holders regarding timing and staging of works.</p>	<p>Ongoing</p> <p>Detailed property boundary survey carried out (not charged to this project) so as to deal with historical issues. This will aid in project delivery in year 2 when landowner engagement plan is being implemented.</p>	<p>Ongoing</p>

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.

This activity has been deferred to year two as per discussion with MfE.

Activity	Progress update	% of activity completed
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.	As ecological work and operational plan were to inform these, this has been deferred to year 2 and budget transferred accordingly.	0%
3.2 Develop a predator control programme and establish and commence Predator Control trap lines.	As above.	0%

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.

Maturanga values/principles have been considered as part of the Working Group discussions and design for the Operational Plan. This has been guided primarily by Ngati Hako (Ngati Paoa have not been available but are being kept informed). Stage 1 and 2 of this has been completed with work underway to finalise principles for delivery for the remainder of the project.

Activity	Progress update	% of activity completed
4.1 Establishment of discussion group with key stakeholders to enable effective collaboration and communication. Define mātauranga Māori values and how they will be incorporated into the operational work plan.	Working Group established with iwi maori representation. Maturanga is being developed in stages; Stage 1. Maramataka – timing of blessing to commence physical works. Completed Stage 2. Defining of whanau rakau – ecosoucing. Completed Stage 3. Principles refined and developed. In year 2	70%

	This is captured in the detailed operational plan as provided to MfE.	
Objective 5 Communication and engagement		
Key communication outcome has been the establishment of the Working Group and the site blessing and opening of works		
Activity	Progress update	% of activity completed
5.1 Develop and finalise a Communications and engagement plan, which aims to support all elements of the programme	Communication plan as part of wider Hauraki/Coromandel Restoration Programme under development. Final refinement for Piako needed. With this delayed a year, one communication task list was developed focusing primarily on foreshore drain area.	70%
5.2 Create a showcase planting site.	Planting for demonstration area has been completed. Signage needed to promote project.	80%
Objective 6 Other miscellaneous: Project Management, Governance and Reporting (ongoing). (provided in kind by WRC)		
Internal governance reporting is monthly in addition to this are the Ministries Survey Monkey (monthly), quarterly reporting, Annual report and Audit requirements.		
Activity	Progress update	% of activity completed
6.1 Set up Governance Group and provide Terms of Reference (TOR), including membership and bio.	Completed and documentation provided	100% completed
6.2 Hold monthly governance group meetings, with a minimum of four per year.	Achieved and ongoing.	100% completed
6.3 Complete Ministry Reporting Requirements.	Achieved and ongoing.	100% completed
6.4 Project management, including delivery schedule for operational work and all reporting.	Achieved and ongoing.	100% completed

<p>6.5 Procure and prepay annual independent financial audit for FY1.</p> <p>Note: Copy of annual financial audit to be delivered in FY2 by 31st Oct 2021.</p>	<p>This is not due till Q2 Year 2 new financial year. With shortage of Auditors across Australasia it is proving challenging to find an auditor.</p> <p>In addition, MfE have now provided audit requirement details (in July 2021) and the initial allowance of ^{9(2)(b)(ii)} is unlikely to cover audit costs.</p>	<p>Underway</p>
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3 Yearly progress towards Jobs for Nature Area Indicators

Indicate below how your project's activities for the year 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	Target this quarter <i>(refer to Annual Work Plan)</i>	Progress this quarter	Year target <i>(refer to Annual Work Plan)</i>	Total progress this year	Project target <i>(refer to Work Programme)</i>	Total progress over life of project
Site restoration	Number of sites of historical and/or cultural significance maintained or improved (for year 1; for reporting from year 2 and beyond, it is new sites)						
Fresh water restoration	Number of plants planted in riparian, lake, or wetlands areas	18,000	18,000	18,000	18,000	248,340	18,000
	Area (ha) of riparian, lake, or wetlands planting completed	0.5	1.1	0.5	1.1	35	1.1
	Length (km) of new fencing constructed and maintenance of existing fencing	2	1	2	1	36	1
On farm and other restoration activities	Number of Farm Environment Plans created						
	Area (ha) of works covered by Farm Environment Plans completed						
	Area (ha) of afforestation or other biodiversity planting not in riparian, lake, or wetlands margins completed						
	Area (ha) of space-planting for erosion control completed						
Pest control and fish passage	Total area (ha) of animal pest control completed	0	0	35	0	35	0
	Total area (ha) of plant pest control completed	1.1	1.1	1	1.1	35	1.1
	Number of fish passage barriers assessed						

	Number of fish passage barriers remediated (removed or managed)								
Nature Based Employment									
Focus Area	Metric	Target this quarter <i>(refer to Annual Work Plan)</i>	Progress this quarter		Year target <i>(refer to Annual Work Plan)</i>	Total progress this year	Project target <i>(refer to Work Programme)</i>	Total progress over life of project	
Nature based employment	Number of people-hours worked in each reporting period ¹	NA	Month 1 ²	108	5,760	3,178	40,320 (based on the original 28FTE)	3,178	
			Month 2	138					
			Month 3	868					
	Number of people currently employed on the final day of reporting period ³			Month 1	6				
				Month 2	7				
				Month 3	16				
	Number of employment starts in each reporting period ⁴			Month 1	0				
				Month 2	0				
				Month 3	0				
	Number of people who undertook formal training in each reporting period	NA							
	Number of people who completed training, i.e. gained a NZQA credit during each reporting period	NA							

	Number of NZQA credits gained during the period	NA					
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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

Nature based employment is calculated using staff hours as captured from timesheets and for external service providers hours as submitted on invoices.

How much funding did you spend on Nature Based Employment this quarter?

Include how much of your total funding contributed to nature based employment. This includes Freshwater Improvement Fund contribution as well as your organisation's contribution and external funders.

\$194,148

¹ Total number of hours worked by all individuals employed in job creation initiatives in the reporting period.

² Note for recipient – these have been split by month to validate the monthly survey monkey reporting

³ The number of people employed in jobs funded by a job creation programme, where a job is an employer/employee match (including self-employment matches). People are counted on the final reporting day whether they work full-time or part-time. Casual employees are included as are self-employed people contracted by an employer funded by a job creation programme.

⁴ Employment Starts is the number of employees (including all employment types, contractors and self-employed people) funded by a job creation programme who have joined the employer in the reporting period.

SECTION B: OPERATIONAL DETAILS

4 Other sources of funding

Provide information about other external funding for this project (other than that from the Public Waterways and Ecosystem Restoration Fund) that you have received this financial year. Include cash contributions from your own organisation and other co-funding listed in your Annual Work Plan. (Do not include in-kind contributions).

If you have more than three partners or external funding sources, press the Tab key on your keyboard to add more rows to the table below.

Organisation name	Total amount requested	Total amount approved	Amount received to date	Amount paid towards activities completed this year
Waikato Regional Council (in-kind)	\$100,000.00	\$100,000.00	\$106,107.00 Overspend covered by Y2 contribution	\$106,107.00
	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00

5 Change Request Register

Provide information about the change requests made this year e.g. significant changes to project activities. Describe why the change request was made and indicate whether or not they were approved by the Ministry in advance.

If you have had more than three change requests, press the Tab key on your keyboard to add more rows to the table below.

Change request date	Reason for request	Impact on project	Approved (Y/N)

6 Request to carry over activities and budget into next financial year

List the incomplete (or partially complete) activities, deliverables (as per Annual Work Plan), and associated budget that will be carried over to the next year's Annual Work Plan. If all activities are complete, but budget remains, type 'complete' in the Deliverables column.

This table replaces the need for a change request at the end of the financial year. However, any details of the activities/budget approved for carry-over into the following year must be recorded in the project's Change Register (to provide a full audit trail over the life of the project). Any proposed carry-over is subject to Ministry approval on submission of this report.

Underspent or incomplete activity <i>From your Annual Work Plan</i>	Deliverables <i>From your Annual Work Plan</i>	Unspent costs from PWER contribution	Unspent costs from your organisation and other sources of funding	If the activity is underspent but completed, note which activity the funding will be transferred to
1.1 Geophysical and ecological surveys	Complete	\$20,000	\$0	9(2)(b)(ii) used to pay for Y2 activity 1.3 main channel fencing brought forward 9(2)(b)(ii) carried over to Y2 activity 1.1 main channel planting
1.2 GIS mapping and drone work	Complete	\$11,854	\$0	\$11,854 carried over to Y2 activity 1.1 main channel planting
1.3 Main channel planting (10,000 plants)	Complete (+ additional 8,000 plants)	Overspend: 9(2)(b)(ii)	\$0	Overspend covered by underspend on activity 2.2 drainage channel planting
1.4 Berm scrapes	Unable to complete (no longer needed)	\$10,000	\$0	\$10,000 carried over to Y2 1.4 Determine location of at least one sediment trap Already done through Y2 AWP
1.5 Resource consent preparation (for berm scrapes)	Unable to complete (no longer required)	\$0	\$10,000	Used to partially cover \$16,753 overspend on activity 6.4 project management
1.6 Land licence agreements	Incomplete due to historical boundary issue	\$0	\$0	Activity carried over to Y2

2.2 Drainage channel planting (8,000 plants)	Incomplete, as 8,000 plants moved to main channel	9(2)(b)(ii)	\$0	9(2)(b)(ii) used to pay overspend on 1.3 9(2)(b)(ii) carried over to Y2 activity 2.1 planting drainage channel
2.3 Earthworks and site preparation for drainage area	Incomplete	\$5,000	\$0	\$5,000 carried over to Y2 2.3 Earthworks Already done through Y2 AWP
2.4 2km of fencing (drainage channel)	Incomplete	9(2)(b)(ii)	\$0	\$15,500 carried over to Y2 activity 2.2 Drainage channel fencing Already done through Y2 AWP
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.	Not complete, transferred to year 2.	\$30,000	\$0	Carried over to Y2 activity 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. Already done through Y2 AWP
3.2 Develop a predator control programme and establish and commence Predator Control trap lines.	Not complete, transferred to year 2.	\$80,000	\$0	Carried over to Y2 activity 3.2 Develop a predator control programme and establish and commence predator Control trap lines. Already done through Y2 AWP

Remainder of 3.2 funds transferred.	Not complete, transferred to year 2.	\$20,000	\$0	Carried over to Y2 activity 3.3 Regular checks of animal pest control infrastructure as per plan recommendations. Already done through Y2 AWP
4.2 Matauranga principles included in annual works plan.	Not complete, need to finalise principles	\$0	\$0	Activity carried over to Y2 activity 4.1 Already done through Y2 AWP
6.4 Project management	Complete	\$0	Overspend: -\$16,753	Overspend covered by Y2 WRC contribution & \$10,000 underspend on activity 1.5
6.5 Annual audit	Incomplete	\$5,000	\$0	Activity and budget carried over to Y2
<i>Totals to be carried over/transferred to year 2</i>		\$193,418	\$0	
<i>Combined total value of unspent costs transferred to year 2</i> <i>(sum of unspent costs from PWER contribution, and unspent costs from your organisation and other sources of funding)</i>			\$193,418	

7 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	Management/mitigation <i>Describe the process you will use to minimise and manage the risk</i>
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>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>
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>A multi year tender for plant supply is aimed to go on GETs July/August to ensure contractor availability.</p> <p>Procuring Earthworks contract depends on completing the design for the value add components. Ideally would be ready to procure by Nov to ensure contractor availability.</p>
There is a risk that existing land licence agreements cannot be amended or that existing licence holders create issues in regards to changes to lease.	<p>letter to all lease holders within project area to advise of project and timeframes around lease reviews/amendments. Work with land licence team to map out process.</p> <p>6/5/2021 Letter did not go out due to a need to do a boundary survey along western end. Survey underway as at 6/5/2021. Decision made to do no work on the drainage area this financial year so as to address challenges here.</p>
There is a risk that restrictions due to Covid 19 will impact project delivery resulting in time delays and increased cost.	<p>Ensure local supply of labour and materials wherever possible.</p> <p>WRC has standard operating procedures for working under Alert levels 2-4. This provides for undertaking field based restoration work safely at Alert levels 2 and 3.</p> <p>Ensure that approved contractors have COVID Alert level risk management included in their H&S plans.</p> <p>Native plant nurseries have been considered an essential service and are able to continue to maintain their plants and collect seed under Alert Level 4</p> <p>Keep year 5 as a backup contingency planting season</p>

<p>There is a risk that iwi contractors will not be able to recruit enough capacity in time to undertake works resulting in iwi expectations not being met.</p>	<p>Early communication with iwi/hapu partners on extent of work required so that they can advise if it can be met. Understanding on using alter-native contractors if Council approved iwi contractors are not available.</p> <p>Working with Hauraki Maori Trust Board to provide advice on the skills required for the various components of the job so that trainees can be identified.</p> <p>Having a pool of approved contractors who are able to take on works as required.</p>
<p>There is a risk that the site is inundated due to flooding resulting in reduced planting/earth works times. This would result in needing to reschedule planting and therefore impact timeframes</p>	<p>Plan annual planting programmes utilising long-term forecasts.</p> <p>Keep year 5 as a backup contingency</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. 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 with HDC.</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>9(2)(b)(ii)</p>	<p>9(2)(b)(ii)</p> <p>Set up discussion with Min. Social Development to see what other support available and also Te Waka (Economic development).</p>
<p>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.</p> <p>Plant suitable species that can accommodate drier periods.</p> <p>Keep year 4 as a backup contingency planting season.</p> <p>Ensure plants meet required specifications.</p> <p>Site inspection by WRC will be undertaken to ensure quality of planting to ensure rate of survival.</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>There is a risk that core project team members leave roles during the project resulting in delays to project delivery.</p>	<p>To facilitate the delivery of shovel ready projects Waikato Regional Council has established the following to support project managers:</p> <ul style="list-style-type: none"> - a programme lead overseeing the delivery of shovel ready projects within the relevant geographical area. - a project co-ordinator to assist with project delivery and reporting. - a regional shovel ready programme manager to provide high level oversight and communications on the full package of shovel ready projects. <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>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 informer grazers.</p>
<p>There is a risk of cost increase following further advice and details from MfE re Independent Audit requirements for Upper Waiomou and Piako Green Corridor, as original allowances were 9(2)(b)(ii) per project per annum. These changes could result in cost increases of as much as 9(2)(b)(ii) per project per year that could potentially effect deliverables such as planting quantum.</p>	<p>Original treatment was to work with Finance as part of WRC Annual Audit process. MfE specific requirements may make this untenable.</p> <p>Discussion is being undertaken with Finance Directorate about inclusion in WRC audit, if that is not possible then no current alternative is available.</p> <p>Request to MfE to reduce plant numbers or other activities to accommodate additional audit costs.</p>
<p>There is a risk that WRC could be deemed to be failing to meet FTE expectations due to continued requests for changes by MfE as to how those numbers are calculated and reported, resulting in a damaged relationship and poor public perception.</p>	<p>Seek confirmation in writing from MfE, via change control, of finalised/updated FTE numbers.</p> <p>This risk has been raised with MfE Analyst. Meeting has been requested with Wes Patrick, currently pending decision on Memo provided to MfE Director.</p> <p>Risk is being raised at PCG and PSG level within WRC.</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>Issue</p>	<p>Resolution</p>

	<i>Describe the action(s) being taken to resolve the issue</i>
No current issues	

8 Health and safety

Have there been any health and safety incidents for your project during this financial year?

Yes No

If yes, please describe incident, the action taken and outcome, and any lessons learned. (If more than four incidents occurred, please add appropriate heading and details for these incidents.)

Incident 1:

Incident 2:

Incident 3:

Incident 4:

Describe what health and safety activities have taken place during this reporting period.

For example, provision of information, training, instruction or supervision of staff or volunteers, updates to H&S Plan etc.

Site inductions for contractors

Preparation of Health and Safety Plan for site blessing, this included traffic management.

9 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 awards received.

Establishing the Working Group has been a critical milestone that will greatly assist project delivery moving forward. This has taken more time than expected.

SECTION C: PAYMENT REQUEST

10 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	\$62,107
(B) Total external funding contribution for this payment period <i>(Please confirm amounts from each funding source in Table 4)</i>	\$0.00
(C) Amount requested from the PWER Deed of Funding for this payment period	\$0
(D) Amount used from unspent PWER Deed of Contribution funding	\$137,228.00
Total cost for payment period	\$199,335.00

SECTION D: ANNUAL REPORT DECLARATION

Declaration

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 Report, or supplied in support of our annual report, is complete, true and correct.
- I declare that I have the authority to sign this Annual 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 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

Shovel Ready Programme Manager

Signature

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

9(2)(a)

Date 08 August 2021