

Public Waterways and Ecosystem Restoration Fund Annual Report (2021/2022)

Organisation: Waikato Regional Council
Project name: PWER16 Piako Green Corridor
Deed number: 23704
Date of report: Date 30 June 2022

Official information and privacy

Official Information Act 1982

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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.

Alternatively, you can post these to:

Public Waterways and Ecosystem Restoration Fund
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. In the final year of the project, 10 per cent of the total Freshwater Improvement Fund contribution for the year will be withheld until the Ministry receives and approves the Annual Report and the Project Closure Report.

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 5-year project aiming to reconnect the Kopuatai Wetland to the Firth of Thames through a continuous vegetated corridor. This is supported by the replanting of the Foreshore Drainage network to benefit tuna (eel). This report brings the project to the end of Year 2 (financial year 21/22).

Key tasks completed in Year 2 include:

- Plant supply, planting and maintenance contracts tendered and contracts awarded. Despite delays throughout the tendering and contract award process, contracts are now in place for 9(2)(b)(ii) [REDACTED]
- The Year 2 planting activities have not been able to be completed as plant supply and planting contracts were not able to be in place within the necessary timeframe. The majority of the project's planting is deferred to Year 3, with the alternative site planting intended to fall into Year 4.
- Pest animal control plan is drafted, however has yet to be completed and layouts determined. The plan was altered as it was agreed that a single line of traps along the corridor would not achieve value for money and an alternative plan and locations for targeted pest animal control are now being considered. This is now deferred into Year 3.
- Project scope changed to exclude the Foreshore 3 area due to the location of the drain within private land boundaries (determined by ground survey).
- Consideration of alternative sites to replace Foreshore 3 to achieve similar results and outcomes in terms of planting and biodiversity benefits has been undertaken and a preferred option identified. The analysis of alternative sites and the preferred option will require approval from WRC Project Governance Group (PGG), and MfE, and a deed variation if approved. Formal agreement with DOC and an MOU or other agreement will also need to be worked through. It is intended to work through this process in Year 3.
- The Foreshore toe drain reshape was completed on schedule, although the planned planting was not able to be completed.
- The sediment traps (located in drains ahead of discharge into the main stem Piako River) and deepwater refuges (foreshore toe drains) design has been completed. Work on these was completed in July 2022 (Q1 Year 3).
- Land license agreements have been progressed for Main Steam sections where license areas will be permanently reduced. Foreshore boundary survey provided up to date ground truthed information for the foreshore area and this information has been through an initial discussion with landowners.

Grazing on HDC road reserve adjacent to the planned drain margin planting is still a concern and documented communications will be prepared in Q1 Year 3.

- Fencing and site preparation has been completed in the Main Stem 3 ready for planting, which is now planned for September 2022.

Communications and engagement

- Website information is being updated;
- E-newsletter
- A joint video with MfE was filmed earlier in the year (available on WRC Shovel Ready website page).
- Two working group meetings during the year.

Key risks and issues

- The project continues to require significant background and administrative work to enable operations on the ground.
- Working through an alternative site option to replace the Foreshore 3 section will delay all and any works in that site until year 4, compressing the project timeframe. There is also a risk that an alternative site is not approved by MfE.
- While the plant supply, planting and maintenance contracts are now in place, 9(2)(b)(ii) [REDACTED]
- Compressing the planting programme into Year 3 and 4 creates risk where delays are incurred through unsuitable weather conditions, ability of providers to plant large numbers next planting season, the possibility of needing to procure additional supply and services. While Year 5 remains a contingency, the preference is for all planting and a year of infill to be completed Q1 Year 5 at the latest.
- The NPS-FM and NES-FM requirements in relation to working in and around areas defined as natural wetlands means that the project will require a restricted discretionary consent for site preparation ahead of planting. While the exposure draft indicates that this is likely to become a permitted activity, the project cannot wait for this to come through and will need to initiate consenting processes asap. This adds workload for the project team.

In addition, the NES-FM caused concern with the project working group as to whether the Piako project would create new regulatory requirements for the maintenance of the flood scheme through planting. This has been analysed and a position statement developed which addresses these concerns and confirms there is no additional risk. Documenting this analysis thoroughly and clearly for the working group was a significant piece of work for the project team.

- There is a risk that the plantings at the foreshore areas could be damaged by stock being illegally grazed on the seaward side of the drain. Information and meetings with landowners will mitigate some of the risk, however there may still be a need for some basic fencing to secure the plantings and ongoing monitoring of landowner behaviour. This illegal grazing is a concern in wider scheme land and flood scheme assets management and requires resolution for that purpose, and the asset management team is assisting.
- Covid and other illnesses remains a risk to the project. Although outside the reporting period, the project team from operations to governance level were all impacted by Covid and other illnesses through most of July.

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?).

The project has fallen behind schedule with operational tasks unable to be completed and the need for significant administrative and background work to enable those works. No planting has been able to be completed, resulting in the transfer of large numbers of plants into Year 3. While this places pressure on the overall project timeframe, at this stage we believe the operations proposed can still be completed by the end of Year 5.

No planting in Year 2 has also contributed to the project coming in under budget this year and with lower employment hours than planned.

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?

- Completing as much planning and background work ahead of implementation would reduce delays in project operations, both ahead of the project as a whole and into each year's work programme.
- Undertake fencing well ahead of planting time and during summer months – this would likely reduce the potential for delayed fencing to in turn delay planting. Although this did not occur this year due to plant supply contract delays, it will be important in the 2023 planting season to ensure areas are prepared and secured ahead of planting.

Leave

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.

considerable progress has been made with one area (Mainstem 1) completed with plants growing well and site preparatory works (fencing and pest weed control) for Mainstem 3 completed in readiness for planting in Year 3. Plant supply and maintenance contract is in place for the remaining term and works of the project.

Activity	Progress update	% of activity completed
1.1 Site preparation and planting of 70,000 plants in main stem area 3.	Site preparation has been completed. Planting has not started as planting procurement was not completed until after Q4.	50%
1.2 Release of year 1 planting (18,000 plants).	Plant releasing completed by contractors and WRC staff. Plants are looking good, and may require one more minor follow-up.	90% completed
1.3 Install new / upgrade 7km of fencing along the main river channel.	Fencing in place along Main Stem 3.	100%
1.4 Determine location of and install at least one sediment trap/constructed treatment wetland where internal drainage network contributes flow to the main Piako River Channel.	Locations agreed between project and scheme; design of sediment traps completed; more than one sediment trap was completed and the remaining works will be completed Q1 Y3. Note invoicing is into Y3.	60%
1.5 Land licence agreements reviewed, and agreements reached with lease holders regarding timing and staging of works.	Ongoing; progress has been made however full resolution will be worked through into Y3 for the foreshore area. Agreement reached with Main Stem 3 areas, with permanent license reductions to be documented through the asset management team.	50%

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).		
No planting has occurred as yet due to the procurement delays for plant supply etc. Landowner ground survey of boundaries was completed to get clarity as the online boundaries are not accurate.		
Completed works include the ground survey of property boundaries, site preparation (earthworks) for foreshore 1 and 2, deep water refuges are underway (due for completion Q1 Y3).		
Activity	Progress update	% of activity completed
2.1 Site preparation and planting of 10,400 at foreshore area 1, 18,000 at foreshore area 2 (carried over from Y1) and 25,000 at Foreshore 3.	Note the removal of Foreshore 3 as noted in the project summary. Site preparation along Foreshore 1 and 2 has been completed with the dig and re-shape work in Q4. Planting was unable to be completed and is deferred to Y3.	60%
2.2 Install new / upgrade 11.5 km Fencing along the drainage channel	Requirement for fencing still to be determined. Work deferred to Y3.	0%
2.3 Engage contractor for earthworks: <ul style="list-style-type: none"> • 10km of drainage digs and re-shape. • At least one sediment trap/ constructed treatment wetland installed as demonstration site. 	See objective 1.4 regarding sediment traps. Foreshore 1 and 2 drainage digs are complete. Foreshore 4 drainage dig and reshape will begin in Q1 Y3.	70%
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.		
Initial predator control plan has been reviewed to ensure value for money, as original plan was unlikely to provide biodiversity benefit. We are also aiming to support other organisations and boost existing or planned networks for maximum benefit.		
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.	Not yet started. Delayed by need to re-focus into Y3.	0%
3.2 Develop a predator control programme and establish and commence Predator Control trap lines.	Draft plan is documented with general principles, and connection made with the Department of Conservation with regard options to support their work around the northern Kopuatai, or other opportunities to get benefit from this work. We note that this activity may require further re-think, with planning to be completed for some implementation work in Year 3.	30%
3.3 Regular checks of animal pest control infrastructure as per plan recommendations.	Not yet started. Delayed into Year 3 by need to re-focus.	0%
Objective 4 By 2021 mātauranga Māori principles developed with mana whenua/iwi/hapu and confirmed for inclusion in work programme. By 2025, these principles incorporated into design and delivery of programme.		
Tikanga has been followed in relation to the opening of the project under advice from Ngati Hako, although documentation has yet to be developed for Mātauranga Māori and how that might be incorporated into the operational work plan.		
	Progress update	% of activity completed
4.1 Define mātauranga Māori values and how they will be incorporated into the operational work plan.	Iwi representatives have had limited time to be involved, and have not been available to support progressing this. This will be progressed in Y3.	0%
4.2 Mātauranga Māori principles included in annual works plan as per programme developed in year 1.	See above. There is an early draft considering what this looks like, however it has stalled as above. Note that the dawn blessing at the beginning of the project constitutes Mātauranga Māori principles.	10% (ongoing)
Communications and Engagement		

<p>Two e-newsletters were completed and the website has been updated twice as the project has progressed, including a video with drone footage showing parts of the project site. Our Working Group (stakeholders) has met twice and the project team has presented to the Drainage Committees relevant to the project area, with ongoing communications through our Operations Team.</p>		
Activity	Progress update	% of activity completed
5.1 Community open day for demonstration area.	This activity has not started and will not occur until planting is underway.	0% completed
5.2 Communication and engagement deliverables achieved as per plan.	Factsheet, e-newsletters and website maintenance.	Ongoing activity.
Other miscellaneous - Project Management, Governance and Reporting (ongoing)		
Activity	Progress update	% of activity completed
6.1 Hold monthly governance group meetings, with a minimum of four per year.	Ongoing.	100% completed
6.2 Complete Ministry Reporting Requirements Q1, Q2, Q3, annual report per schedule and Annual Work Plan (draft by the 30 April 2022).	Q1 Report provided.	75% completed
6.3 Project management, and reporting to governance group.	Achieved and ongoing.	100% completed
<ul style="list-style-type: none"> Procure and prepay annual independent financial audit for FY2. <p>Note: Copy of annual financial audit to be delivered in FY3 by 31st Oct 2022.</p>	<p>9(2)(b)(ii) were engaged to undertake independent audit as per MfE Audit Guidelines.</p> <p>Permission was granted from MfE to use 9(2)(b)(iii) as they developed the Guidelines.</p> <p>Contract supplied. 9(2)(b)(ii) have been engaged to provide the required audits up until 31 October 2025.</p>	100% completed for Y1

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
Fresh water restoration	Number of plants planted in riparian, lake, or wetlands areas	123,400	0	123,400	0	248,340	18,000
	Area (ha) of riparian, lake, or wetlands planting completed	12.2	0	12.2	0	35	1.1
	Length (km) of new fencing constructed and maintenance of existing fencing	12	7.5	12	7.5	36	8.5
Pest control and fish passage	Total area (ha) of animal pest control completed	12	0	35	0	35	0
	Total area (ha) of plant pest control completed	8.2	10.5	12.2	10.5	35	12.6

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	5,760	1061.4	8600	1756.9	23,040	4488.4
	Number of people currently employed on the final day of reporting period ²		6				

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

	Number of employment starts in each reporting period ³		8				
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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

Actuals provided out of hyperion reporting system and contractor invoices/information.

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.

\$143,315 (includes contractors and staff)

² 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.

³ 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

2 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 for the year	Total amount approved	Amount received to date (Q1-3)	Amount paid towards activities this quarter	Total amount paid towards activities this year
WRC	\$93,247.00	\$93,247.00	\$109,376	\$21,088	\$130,464

3 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)
5/08/2021	Total FTE reduced from 28 to 16 (23,040 hours using 1FTE = 1,440)	This was necessary following updated advice that nursery workers etc could not be included in the FTE count. The reduced target falls beneath the recommended 10 FTE per \$1 mill of MfE funding, but ensures the project has a higher likelihood of meeting its target.	Y

4 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
<p>Year 3 AWP has not been finalised.</p> <p>Total amount of PWER funds remaining from Year 2 budget (taking into consideration DoC underspend) = \$1,231,134.51. This amount will be used in full in the Year 3 AWP.</p>				

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	Management/mitigation <i>Describe the process you will use to minimise and manage the risk</i>
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 contract for plant supply is in place for one provider and pending for the second provider - this secures the supply and services for the life of the project.</p> <p>Procurement of other services will be initiated early in each financial year depending on the procurement process required, with ongoing assessments of delivery and contract needs to enable sufficient lead in time.</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.</p> <p>Permanent reductions to license areas along Main Stem sections will be carried out by the license team through changes to agreements. Areas that are retired are mapped accurately and new license area and fees calculated for an updated agreement.</p> <p>Ground boundary survey to gather accurate data for private land boundaries in relation to the foreshore toe drain was carried out to provide good information to landowners during on site discussions. There is a formal response process available for illegal grazing in areas on the seaward side of the toe drain.</p>
There is a risk that restrictions or illness 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>Ensure local supply of labour and materials wherever possible.</p> <p>WRC has standard operating procedures to manage covid risk and for working under Alert levels which are adjusted as required.</p> <p>Ensure that approved contractors have COVID risk management included in their H&S plans.</p> <p>Native plant nurseries have been considered an essential service in the past and are able to continue to maintain their plants.</p> <p>Keep year 5 as a backup contingency planting season.</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>Early communication with iwi/hapu partners on extent of work required so that they can advise if it can be met. Understanding on using alternative</p>

	<p>contractors if Council approved iwi contractors are not available.</p> <p>Working with Hauraki Maori Trust Board to provide advise 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>9(2)(b)(ii) </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>Applies to Foreshore 1, 2 and 4.</p>	<p>WRC operations staff regularly attend drainage committee meetings (HDC is a member) to maintain open communications.</p> <p>Early discussion with HDC about opportunity, scope and how we can work together on this.</p> <p>Following required bylaw processes.</p> <p>Ongoing communications with HDC key staff as required and ahead of works occurring along the foreshore sections.</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 and 5 as a backup contingency planting season [noting delays in procurement have prevented all planting in Year 2].</p> <p>Nursery inspections included in plant supply contracts to 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>
There is a risk of eco-sourced native plants not being available in quantities needed which could result in the project deliverables and outputs not being met.	<p>Eco-sourcing in the context of the project was determined and agreed early in the project. Multi-year plant supply contracts secure supply and provide sufficient lead in time for sourcing of seed from the local areas.</p> <p>Keep year 4 as a backup contingency planting season.</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>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 adjacent landowners.</p>
There is a risk of future COVID restrictions and uncertainty as we move into the 'traffic light system' and risk of staff or contractors having to isolate in large numbers due to being close contacts or off sick. This puts further pressure on resources that are already constrained as identified in the lessons learnt reviews, and may impact ability of projects to deliver agreed outcomes	<p>Risk raised across the Programme and COVID plans sought from providers through procurement processes. Measures to reduce risk being identified (e.g. multiple contractors, multiple restoration locations) and time buffers being implemented where possible. First session on business continuity planning around COVID has been held for the Shovel Ready team. This has included assigning back ups for key roles.</p>
There is a risk that the new National Environment Standards (NES) regulations could impact on future asset maintenance should the planting sites be designated wetlands	<p>Undertake assessment and analysis of the NES regulations and implications for the project and the flood scheme.</p> <p>Ensure planting sites are documented as created with guidelines from RUD where they currently do not meet the definition.</p> <p>Note areas that are already defined as wetlands - ie, the project does not exacerbate the existing implications of natural wetlands in relation to scheme management.</p>
There is a risk that adjacent landowners who are grazing scheme land/stop banks outside of formal	<p>Consider land designations and administering bodies in terms of ability to have some control</p>

<p>agreements will impact on the project's ability to undertake and maintain plantings along the foreshore toe drains.</p> <p>Several landowners use those areas to supplement or as part of their farming operation and would like to continue to do so. There could be some issues arising with landowners wanting to hinder access or provide in exchange for formal arrangements around the use of the adjacent land (road reserve administered by HDC and marginal strip administered by DOC), or for one or two landowners to allow stock access and damage the plantings.</p>	<p>over landowner activities. Discussion with administering bodies for a way forward. Communications with landowners with an aim to come to an acceptable arrangement. Gain support from the drainage committee/board for the plantings, maintenance and ability to secure with fencing if grazing is not to be removed.</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>	
Issue	Resolution <i>Describe the action(s) being taken to resolve the issue</i>
<p>No current issues.</p>	

6 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.)

None reported.

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.

- changing tyres on WRC vehicles for better traction in wet conditions.
- All contractors are SHE accredited which requires appropriate H&S culture, policies and practices.
- At the commencement of all physical works a pre-start H&S briefing is held with WRC project staff and the contractor to discuss the site specific hazards and avoidance/remedial/mitigation measures.

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 awards received.

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	\$21,088.00
(B) Total external funding contribution for this payment period (Please confirm amounts from each funding source in Table 4)	\$0.00
(C) Amount requested from the PWER Deed of Funding for this payment period	\$88,937.49
(D) Total cost for payment period (A+B+C)	\$110,025.49
(E) Deed of Contribution unspent funds being held by WRC	\$37,671.00
(F) PWER funds to be paid for Q4 (C-E)	\$51,266.49

*NOTE – 9(2)(b)(ii) invoice for plants was included in Annual report expenditure reporting from Hyperion. Invoice wasn't processed until July so shows in WRC Hyperion reporting system Q1 Y2 but expenses haven't been included here as this was claimed in Y1.

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	Manager Hauraki and Coromandel Catchments	
Signature <i>By typing your name in the space provided you are electronically signing this Annual Report.</i>	9(2)(a)	Date 7 September 2022