

Cape to City and Poutiri Ao ō Tāne – Report for Project Management Team

This report provides current Workstream status information for the Project Management Team

Project Dashboard

Period Covered: 1st November to 31st December 2015	Prepared by: Melissa Brignall-Theyer
Todays report date: 7th January 2016	Sponsor: Lou Sanson

Traffic lights	Status	Trend	Tasks achieved	
Overall health	↑	↑		<ul style="list-style-type: none"> 3 schools finished C2C education programmes 3 pateke chicks on Lake Opouahi C2C biodiversity monitoring started 8 Stage 2 wireless trials set up Chewcarding completed and being analysed Community Survey completed (591 responses) Rural survey draft written up LCR with HBRC contract signed for 15/16 financial year Mini bioblitz run Successful C2C landowner meeting held at Waimarama Rat control and monitoring established at Mohi Bush
Schedule	↑	↑		
Budget	↑	↑	Planned but not achieved	<ul style="list-style-type: none"> C2C CAG members will be appointed. Now scheduled for early 2016 Bat monitoring plan now scheduled for Feb 2016 Varying landowner participation model now scheduled for Jan 2016 Benefits on public land through control on private land milestone still being written up
Risk		↔		
Resources		↔		
Other Issues		None	Planned Next period	<ul style="list-style-type: none"> Interim report completed Volunteer management system operational Biodiversity monitoring continuing
This period	Raised	Closed		
Risks	Yes			
Issues	Yes			
Changes	No			

Monthly project commentary by workstream (Highlighted parts need project team attention)

Research and monitoring

- The model for effectiveness of predator control with varying levels of landowner participation is still being written up.
- Delivery of the community survey was completed in Nov-Dec. There was a good response rate (591), but the vast majority came from parents within the footprint.
- LCR and HBRC contract was signed.
- 4 papers Published, 1 Submitted, 4 in Preparation, 5 conference papers, 3 LCR newsletter articles
- All camera traps have been deployed in C2C and non-treatment area.
- Becky Niemiec (PhD) has completed a draft report on the rural survey. Preliminary findings from the rural survey suggest that the majority of landowners are likely to become engaged in Cape to City's initial pest control efforts, and a reasonable number of landowners are likely to continue maintenance control after the initial knockdown. Survey respondents believe that stoats and feral cats are the most important predators to control, followed by rats and ferrets, due to the fact that they spread diseases and pose threats to native biodiversity.
- Cat and mouse samples from C2C collected for toxoplasmosis study. Sampling currently in non-treatment

Engagement

- 3 newspaper articles, one newsletter article and a radio NZ article.
- Project team have agreed to proceed with the Salesforce product for volunteer management. This will be in place by early February
- 28 Volunteers helped establish the rat control and monitoring at Mohi Bush and a Duke of Edinborough student is helping with detecting bats at Mohi bush
- Poutiri Ao o Tane was highlighted at a Zeelandt Brewery event on 19th Nov. Was good to connect with a local business, but should have got advice from iwi with regard to appropriate affiliations.

Education:

- 3 schools completed Cape to City education programmes
- A biological inventory (mini bioblitz) half day was run for Te Mata school in November
- 2-3 schools booked for 2016
- 1 teacher workshop booked for late Jan 2016
- Cape Sanctuary site visit was completed with project team members to assess suitability for school field trips of other CS sites. It was decided to continue using current site, as others are unsuitable at this stage.

- Education team met with EIT to start discussions about including environmental education training in their curriculum. There are lots of opportunities to scope not limited the education training, but working with EIT as a whole.

Biodiversity/Species

- Invertebrate and lizard monitoring devices have been deployed at Cape to City
- Rat control and monitoring devices have been established at Mohi Bush for tomtit and robin translocation
- 4 adult pateke remaining, 3 on Opouahi and 1 outside the control zone at Lake Tutira. Two have paired up and bred. Currently 3 chicks on Lake Opouahi. Team members had a de-brief to determine response in 2016. These discussions are ongoing.
- Bird monitoring began in Cape to City. Good rifleman population at 100acre bush, Robins in Pine block, Pateke at Te Awanga pond
- Bat monitoring plan and Tomtit and robin plans have been progressed. Bat detecting devices have been deployed in Duke of Edinborough student is helping with detecting bats at Mohi bush
- Petrel translocation planning for 2016 started

Habitat Restoration

- Advertised tender documents for planting of 45 000 plants next winter. Confirmed successful tenders
- Willow removal will occur in February 2016.
- Met with potential landowners regarding the possibility of planting Manuka on class 7 land in winter 2016.
- Signed contract with Hohepa re next winters planting of 5000 plants on Taurapa Station.

Pest Control

- Landowner engagement continues. Landowner pest launch held at Waimarama Community Hall on November 27th with approx. 80 people in attendance. Very positive response and successful evening, hosted by Bruce Wills
- Chew card survey now finished and Allen has sent up all the data. Will use Kmap to compare predicted possum densities with actual from the cc's to ID areas that can be left for longer.
- Discussions continues with ZIP on a regular basis
- Maintenance modes continues at Poutiri Ao o Tane. Additional trapping post-rabbit control has taken place in Sept. in 3-4 months the trapping will drop to only 4 times a year.
- 8 community groups have been set up with wireless trapping trials throughout HB.

- Rat tracking tunnel rates at BSMI are now 7%. The Chocolate Lure in the SSRT's seems to be working

Project integration

- 9th Dec held a Project team day to reflect and learn from the 1st year of the project. There are a few actions to follow up on in 2016
- Dec Interim report is well underway and is with Governance team for comments
- Financial reporting spreadsheet has been completed and sent to the Aotearoa Foundation. They only had minor queries

Health and Safety (New highlighted)

Observation/incident	Comment	Owner	Date Reported	Proposed Actions
Some of Pateke carcasses were in areas unsafe to retrieve	Will not be retrieved	Dave Carlton	26/6/2015	Message given to team that staff safety is paramount
Robyn and Tamsin spider bites	Both Tamsin and Robyn have had bites while in dunes at C2C.	Robyn McCool	5/8/2015	Robyn will have strong health and safety plan and implement it , if having school groups out there
New Cape to City on-loan raincoats put to good use recently when some participants failed to bring their own.	Excellent back-up Health and Safety resource. The initiative was praised by teachers.	Robyn McCool	2/9/2105	Keep in Emergency box in vehicle, for further fieldtrips.
Rough Block site access and facility currently too logistically difficult for practical use of this site for Teacher Workshops.	Coordinator changed site for initial workshop to the more readily accessible White Pine Bush. Coordinator liaising with Ruud, Wendy, Tamsin to shift next two planned workshops to Bondi's Ridge/Aviary site, still within Cape Sanctuary.	Robyn McCool	1/10/2015	Risk Management considerations must always take priority when assessing any sites for public use.
Two movable long drop toilets to be installed at Cape Sanctuary, ready for 2016 programme delivery	Toilets necessary for quality delivery of C2C Education fieldtrips to Cape Sanctuary	Robyn McCool	4-11-2015	Follow up delivery details with Dave Carlton, Wendy Rakete-Stones.

Pouri lost traction with vehicle on wet grassy slope. There was minor damage to a fence	Reviewed at team meeting will look at changing tyres	Rod Dickson	24-11-2015	Reviewed at team meeting will look at changing tyres
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Lessons learned (New highlighted)

ID	Observation	Learning	Reported by	Date Reported	Proposed Actions & Owners
1	Communication system failure	Some important people were left off the invitation list to the C2C launch, so were only invited at the last minute. A clear need for a robust stakeholder database and better internal communication	Melissa Brignall-Theyer	4/24/2015	Create stakeholder database and get all team to make sure all contacts are on it. Finalise comms plan and make sure internal communication is implemented
2	Internal communication failure	The Education Invitation to C2C launch went out to all stakeholders. There should have been a separate invitation to people not in education. As it would have been confusing. This happened because of time limitations	Melissa Brignall-Theyer	4/24/2015	Always make sure at least two team members see documents to go out to public before it happens.
3	Harriers a problem	harriers this year attacking fledglings became an issue.	Dave Carlton	11/5/2015	Make sure organised for 2016
4	Grass too high	· Grass at the site must be kept low in the take off areas as the birds are getting tangled when coming out of burrows at night.	Dave Carlton	11/5/2015	Make sure organised for 2016
5	Two trips needed	· For the mottled petrel two trips must be planned for each season to ensure harvest quota can be reached.	Dave Carlton	11/5/2015	Make sure organised for 2016
6	Poutiri trapping not maintained	If situations arise where resources are stretched to deliver that needs to be communicated to the Project team as soon as identified	Dave Carlton	26/6/2015	If this arises again it will be communicated asap. In the mean time more intensive trapping to try and make up for lost time and outcomes, however this has a poor track record of success

ID	Observation	Learning	Reported by	Date Reported	Proposed Actions & Owners
7	Cape Sanctuary sites not always suitable for quality education delivery, due to the access and infrastructure required	Coordinator made judgement call to shift EIT Workshop to White Pine Bush site rather than Ruud's original choice of Rough Block, due to logistical difficulties with Rough Block site access, the lack of comms coverage and toilet facilities. There was some disappointment reported among EIT students about the change of venue, outside CS. Coordinator proposes that the upcoming Teacher Workshops (which do not require a bus) should therefore be moved to the Bondi's Ridge/ Aviary site, which is still situated within CS but has better access and facilities	Robyn McCool	1/10/2015	Any proposed field site to be thoroughly scoped by Coordinator and/or Education Lead for suitability before being publicly confirmed.
8	Inaugural Teacher Workshop held at White Pine Bush with EIT candidate teachers and lecturers was successful	Meticulous planning and flexibility around finding new site when CS site proved unsuitable paid off. The trialled workshop format can now be adapted for use with C2C teacher workshops on 17th and 31st October.	Robyn McCool	1/10/2015	Adapt and extend the trialled format to meet needs and aspirations identified in participants' pre-workshop questionnaires.
9	31st October C2C Nature Time Teaching Workshop highly successful but under-attended	Of the 17 teachers registered for the Workshop, only eight teachers and one student arrived on the day, despite frequent email communications in the lead up time.	Robyn McCool	3/11/2015	Adapt the workshops for 2016 to become whole-staff in-service days utilising the school grounds rather than travelling off-site. Liaise with identified principals this month, to scope interest and set dates.
10	Cape to city was highlighted at the Hawkes Bay A&P show. Was a good event, but C2C	Need better messaging and brief all participants on key messages. Start planning earlier to capitalise on opportunity	Melissa Brignall-Theyer	30/10/15	Earlier planning and better messaging

ID	Observation	Learning	Reported by	Date Reported	Proposed Actions & Owners
	messaging could have been better.				
11	Cape to City Marine Education fieldtrips with Waimarama School required intensive liaison and some rescheduling, due to a shortage of parent transport and parent help.	Programme expectations were clearly outlined at beginning – unclear what more could have been done	Robyn McCool	30/11/15	Will discuss with workstream lead

Issues

Issue Description	Date Identified	Issue Mitigation	Owner	Actions taken	Escalate to
Bush education may need resource consent	1/05/2015	Neil Grant to follow up	Robyn	Problem solved, don't need consent	NA
Not following up on expressions of interest from the Launch	1/05/2015	Robyn to follow up	Robyn	All have been followed up	NA
Pilot Schools must be kept engaged	1/05/2015	Robyn and Rudd to follow up	Robyn	Follow up done	NA
Comms not being undertaken	1/06/2015	Employ comms person	Joyce-Anne	Contractor has been employed Aug-Sept to provide implementation plan	
Poutiri Trapping was not maintained	26/07/2015	Extra trapping, better communication	Dave Carlton	If this arises again it will be communicated asap. In the mean time more intensive trapping to try and make up for lost time and outcomes, however this has a poor track record of success	

Issue Description	Date Identified	Issue Mitigation	Owner	Actions taken	Escalate to
Education programme is being impacted by lack of CS infrastructure	3/09/2015	Programmes have shifted location, EIT workshop using White Pine Bush. Serious discussion needs to be held with CS to find out timeframe and plan for infrastructure to support education workstream	Wendy	Programmes have shifted location, EIT workshop using White Pine Bush.	
Internal staff in partner organisations have not understood the project and have been obstructive making it difficult to achieve some milestones	12/12/2015	Issue was taken to managers	Sarah Owen	work was reassigned	

Identified Risks update (Risks highlighted at end are new for July)

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R01	Insufficient pest control intensity to achieve desirable biodiversity outcomes	2	5	10	Management through adaptive practices		Grant	↓	Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R02	Increase in Rabbits after predator control	3	3	9	Good communication backed up by research and monitoring.	HBRC and Landcare have published a scientifically credible review which demonstrates that rabbit numbers are driven by bottom up influences such as climate, disease and pasture growth rather than predator control.	Grant		Open
R03	Urban cat-killing backlash	3	3	9	Good communication backed up by research and monitoring.		Grant	↓	Open
R04	Lack of Landowner participation & cooperation in predator control programme	3	4	12		Preliminary discussions with landowners in the footprint have been positive and it	Campbell	↓	Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
						is expected there will be a solid level of uptake			
R05	SSRT lure not effective enough at the operational frequency we require	3	3	9	Changing lure recipe over winter. If not successful, shown by tracking tunnel rates revert to bait stations		Dave	→	Open
R06	Predator control at Poutiri not maintained at maintenance level	3	3	9	If not maintained a burst of more intensive trapping will be done		Rod	→	Open
R07	Insufficient area prepared for annual plantings	3	2	6	Preparation and planning to be undertaken	Annual planting programme of 215,000 trees to be planted over the next five years	Hetty	→	Open
R08	Weather disrupts plantings through flood or drought	3	4	12	Contingency plans made early in the event of a large weather disruption		Hetty		

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R09	Weather disrupts plantings through river levels dropping and stock crossing river	3	3	9	Contingency plans made early in the event of a drought and talk to landowners early about risks and mitigations		Hetty		
R10	Lack of Landowner participation & cooperation in planting along the Maraetotara River	3	3	9	Esplanade Strip Agreement signed by neighbours	The Maraetotara Tree Trust have developed an Esplanade Strip Agreement to be signed by affected landowners. Planting can only occur if both sides of the river is fenced off or if the river is deep enough that stock cant cross over.	Hetty	↑	Open
R11	Lack of Landowner participation & cooperation along the Maraetorara River	3	3	9	Phone call and letter from HBRC to repeat offenders	A process is being put in place at present	Hetty		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R12	Not delivering aftercare maintenance of plants	3	3	9	One release (spraying/hand-releasing) in about October and if required watering	Has this work been programmed?	Hetty		Open
R13	Not planting for species outcomes	3	3	9	Make sure plants will provide good habitat for native species		Hetty		Open
R14	Milestones are not met due to education scope creep	3	3	9	Use a Project Register to highlight the potential for scope creep		Robyn		Open
R15	Cape Sanctuary facilities not ready in time for education programme	3	4	12	Robyn McCool and Campbell Leckie working with Paul Dippie and Andy Lowe to make sure it is ready	Have decided to just do programmes at the ridge/aviary site for now	Robyn	↓	Open
R16	Reorganisation/restructuring of DOC/Council	5	2	10	Early communication within the team about possible scenarios		Campbell		Open
R17	Weather postpones petrel translocations until the following season	3	3	9			Dave		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R18	adequately sized funder population cannot be achieved due to limited numbers of source birds	3	3	9			Dave		Open
R19	Established populations result in negative impacts on the community or industry. E.g. potential kaka impacts on horticultural production	3	3	9	Early communication with stakeholders around these risks		Campbell		Open
R20	The Aotearoa Foundation milestones for Community Engagement will not be met	3	4	12	A resourcing discussion on scope and delivery by the Governance Group is required. Increased momentum will be a substantial draw on current project management and team resources		Wendy		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R21	Recognition of project and partners not met through communications	3	3	9	The project has a range of communications opportunities and risks. The wide range of activities happening across the workstreams needs to be managed to ensure that this opportunity is captured.		Wendy		Open
R22	Loss of key project team member	2	5	10	Ensure all project systems are easily accessed by the team. Make sure all team members are well versed and up to date in the project. Ensure team members are identified and trained to take over other roles if need be		Campbell		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R23	If we do not engage Maori in a meaningful way we are at risk of them walking away from the project and this is unacceptable	2	3	6	Need to formalise engagement with Maori at a communication and participation level and make sure that engagement is genuine and is visible in all our communication		Wendy		Open
R24	Spider bites at dunes as part of Cape to City education are a risk	2	4	8	Robyn is developing and will implement a rigorous health and safety plan which will be signed off by Joyce-Anne.		Robyn		Open
R25	Loss of education Coordinator, as Robyn is the only one doing it	2	5	10	Succession planning		Robyn		Open
R26	Limited time and resources in Education workstream may lead to important data collection being missed	3	3	9	More forward planning and delegation and succession planning		Robyn		Open
R27	Do not make the best use of Ruuds time in new agreement arrangement	3	3	9	Make sure time is well spent on high value activities		Wendy		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
R28	Indications are that kakapo may breed on Whenua Hou this coming season. If that occurs we may not get access to the island for a mottled petrel translocation	3	3	9	We may be able to work around this depending on the timing. Worse case scenario, the petrel translocation is postponed this year. We will continue to liaise with the kakapo team as the situation develops.		Dave Carlton		Open
R29	Delivery of community survey and education programmes are at risk, due to not forming relationships with school governance early enough. This will be problematic to get buy in from schools to be channel for community survey	4	3	12	Robyn has flagged the need for governance level meetings since early this year. Campbell committed to meeting with Te Mata principal in mid- October (date to confirm). Joyce-Anne has yet to confirm dates.		Wendy		Open
R30	If financial management of the project is not clear we are at risk of not being able to deliver on AF milestones	3	4	12	Develop a system which is transparent and easy to use	Dave and Ray Flemming are working on making a framework, which is easy to track financials in a	Dave Carlton	→	Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
						way that meets AF expectations			
R31	Landowners disengage with C2C because they are annoyed by multiple project people asking questions	3	4	12	Set up landowner database so all project members are aware of who has been talked to etc	Will use Salesforce management system to track landowner engagement	Wendy		Open
R32	if wider organisational personnel do not understand the project they can be unhelpful in many ways	3	4	12	Internal communication is paramount	will set up better internal communication systems	Wendy		Open
R33	There is a risk of affiliation with some other organisations	3	4	12	Have a clear team process where all potential affiliations are discussed		Melissa		Open

Identified opportunities to date (Highlighted are new for July)

Workstream	Date identified	Opportunity	Response	Owner
Community Engagement and Education	3-Mar-15	Community Conservation Partnerships Fund (\$26 million over 4 years)	Community groups to apply	Melissa Brignall-Theyer
Community Engagement and Education	3-Mar-15	Flow-on effects for RMA and conservation on private land	Look at permits and consents?	Alison Greenaway

Workstream	Date identified	Opportunity	Response	Owner
Community Engagement and Education	30/04/2015	EIT keen to meet with C2C Education team and discuss options for working together on teacher training	Had a meeting at EIT on 9th June. Looking at partnership opportunities. This will be ongoing	Melissa Brignall-Theyer
Community Engagement and Education	30/04/2015	Te Kura Kaupapa Maori o te Wananga Whare Tapere o Takitimu Hastings long-term engagement – government funding to build new kura from Kohanga Reo →Primary→Secondary →Wananga level within the next two years on Havelock North site	Follow-up	Robyn McCool
Community Engagement and Education	30/04/2015	Zero Waste Coast Project – Sarah Grant, HB Environment Centre – keen to partner – would work in well with Waimarama School and others	Follow-up	Robyn McCool
Community Engagement and Education	30/04/2015	Havelock North Intermediate – meeting Wednesday, 1st April 9.30am, Drew Broadley, Robyn McCool discussing specifics of Cape to City partnering with them, starting with their Outdoor Classroom project.	meeting Wednesday, 1st April 9.30am, Drew Broadley, Robyn McCool	Robyn McCool
Community Engagement and Education	30/04/2015	Fish Bike Company – keen to discuss Eco-Tourism links between Cape to City and opportunities for clients	Follow-up	Melissa Brignall-Theyer
Community Engagement and Education	30/04/2015	Fabriko – robotics in education – Further to a conversation between Coordinator and Simon Croft regarding technology in Cape to City education: DOC in Canterbury has been working with Fabriko to pilot a prototype kit in schools.	Follow-up	Robyn McCool

Workstream	Date identified	Opportunity	Response	Owner
Community Engagement and Education	30/04/2015	Partnership proposal meeting Thursday 23rd April, 2.30-3.30pm - Cape to City has now partnered with DOC-developed Environmental Ed programmes, Marine, Freshwater and Bush Ed.	All in favour of partnership, so it is going ahead	Robyn McCool
Habitat Restoration	30/04/2015	Possible partnership with http://millionmetres.org.nz/ for Maraetotara River	HBRC scoping partnership with http://millionmetres.org.nz/	Campbell Leckie
Research and Monitoring	14/05/2015	Work with National Science challenge	Andrea Byrom working closely with Science Challenge	Campbell Leckie
Community Engagement and Education	4/06/2015	MSD still keen to invest in a foundation certificate in conservation, Maori youth focused, and other youth	JAR to follow up	Melissa
Community Engagement and Education	5/06/2015	Potential to work with local Ministry of education staff	Robyn has talked to the local office, but no opportunity to work together at this stage, but keep in mind for future	Robyn McCool
Community Engagement and Education	3/07/2015	Dean Roughton, HBRC raised an opportunity with a teacher at HNI, for making weta houses, trap boxes etc to install in their Treemendous planting area. Teacher is keen to take this up. This is also an opportunity in which Te Mata and Waimarama Schools would like to participate. Coordinator working with Dean and schools on scope for this.	Dean and Robyn are working together on this	Robyn McCool

Workstream	Date identified	Opportunity	Response	Owner
Community Engagement and Education	3/07/2015	National Geographic Kids' Magazine –Send Cape to City-related content to this magazine? As Ruud says, this could be one of our “low-hanging fruit” opportunities.	Robyn to scope	Robyn McCool
Community Engagement and Education	3/07/2015	Database of Resources – look at linking C2C and related resources with a national database (an existing one which may be suitable is: http://nzase.org.nz/ NZ Association of Science Educators, see Primary Science Educators – links section: http://nzapse.nzase.org.nz/links/)	Robyn to scope	Robyn McCool
Community Engagement and Education	5/08/2015	DOC to fund a three month contractor to assist in the development of the Community engagement and communications strategies	JAR working with Sarah own on JD and contract	Wendy
Community Engagement and Education	5/08/2015	Meeting with Craig Foss – good meeting covering Cape to City Big Picture, Craig’s potential involvement. Craig keen to be part of wireless trial. Offered to use his database of over 3,000 to send information out about Cape to City project.	Campbell to follow up	Campbell
Habitat Restoration	5/08/2015	Meeting with Trees for Bees. Talked about how Trees for Bees could be integrated into planting over the next 4 years	Campbell to follow up	Campbell

Workstream	Date identified	Opportunity	Response	Owner
Community Engagement and Education	5/08/2015	Talking to Karamu High school teacher about including High schools in education programme. Eg mentoring and NCEA unit standards	Robyn looking into high school students helping with bioblitz. Andrea from Karamu thinking about ways of fitting in education programme into High school curriculum	Robyn McCool
Community Engagement and Education	5/08/2015	C2C as part of EIT teaching curriculum	EIT and education Coordinator in talks about making c2c part of 2nd year teacher training curriculum	Robyn McCool
Community Engagement and Education	2/9/2015	Judy Matthews in communication with Robyn, requesting a "project" that Twyford School can engage in long-term, via Cape to City.	Robyn has emailed to request more detailed information on their objectives, expectations and resources	Robyn McCool
Community Engagement and Education	2/9/2015	Taradale high school are interested in using their technology department to help education and C2C	Keep them in mind in the future	Wendy
Community Engagement and Education	1/10/2015	Robyn and Ruud met with DOC National Engagement & Education leads, facilitators of 3 other large Environmental Ed programmes and Environmental Education specialists from University of Waikato at Kids Greening Taupo launch and shared ideas with them. DOC Engagement leads plan to form collaborative community, to facilitate learning nationally, across projects.	Sarah Murray and Kerryn Penny, DOC, to send out results of brainstorm meeting and encourage environmental education programme facilitators from around NZ to keep in touch, share ideas and seek solutions	Robyn McCool
Community Engagement and Education	1/10/2015	At Kids Greening Taupo Launch, Ruud and Robyn spoke with NEXT, NEXT Foundation. extremely interested in Education programmes and asked for a copy of Backyard Biodiversity resource document.	28/09 Robyn sent Backyard Biodiversity Resource document and progression pathway for Schools along with a cover letter explaining the context.	Robyn McCool

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Community Engagement and Education	30/11/15	Two Pukaha Mount Bruce staff attended C2C Education Te Mata School mini Bio Inventory 20th November. They will use learning from this to run a larger scale Bio Inventory of their own in March and are interested in sharing learning from that with us, to assist C2C planning for possible Community Engagement Bioblitz in late 2016.	Robyn to write up results of debrief meeting (herself and Ruud) and send results to Pukaha and C2C Community Engagement lead. Robyn, Wendy and Melissa may be invited to attend Pukaha Bioblitz in March	Robyn McCool
Community Engagement and Education	30/11/2015	DOC has funded casual employee to assist in setting up post-Pilot systems, templates and processes for 2016 education delivery	employed 10 hours/week for 60 hours approx. to complete set tasks.	Dave Carlton
Biodiversity/Species	3/12/2015	OSNZ Conference 2016 in Napier	Te Matau a Maui field trip, talks etc	Dave Carlton
Project Sustainability	4/12/2015	Meeting at Cape with Bruce Clark (DDG) and Nature conservancy staff		Dave Carlton

Decisions made or Required

(Document decisions required by Project Management Team (include change requests))

None this period