

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 September to 30th 2015	Prepared by: Melissa Brignall-Theyer
Todays report date: 6th Oct 2015	Sponsor: Lou Sanson

Traffic lights	Status	Trend	Tasks achieved	
Overall health	↑	↑		<ul style="list-style-type: none"> • Sheep blood samples taken for toxo research. Reasonably high occurrence • 3 schools part way through programmes, one to start next month • 1 teacher workshop completed • Communications implementation plan completed • Meeting held with Landowners seeking permission to monitor biodiversity on their land. • 50 000 plants tendered for through the Riparian planting programme.
Schedule	↑	↑		
Budget	↑	↑		
Risk		↔	Planned but not achieved	<ul style="list-style-type: none"> • Analysis of chewcarding • Stage 2 meeting for wireless now scheduled in October • C2C CAG members will be appointed. Now scheduled for Nov • LCR/HBRC contract signed for 15/16
Resources		↔		
Other Issues		None	Planned Next period	<ul style="list-style-type: none"> • Community survey will be developed for delivery mid Nov • A and P show • Work on Maori Engagement strategy • Options paper on Citizen science • Missing Pateke will be tracked by plane • Next Teacher training workshop
This period	Raised	Closed		
Risks	Yes			
Issues	No			
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 being written up.
- Delivery of the community survey will be by mid Nov. Pike, Melissa, Wendy and Robyn working on questionnaire and school acceptance.
- LCR and HBRC are working on new contract for 15/16 financial year. This should be signed in Oct.
- Research papers - 2 Published, 3 Submitted, 4 in Preparation, 5 conference papers, 3 newsletter articles
- Maggie Nicholls (PhD) report on g) and Sigma for cats will be out in Oct.
- Becky Niemiec (PhD) has conducted interviews for rural survey and has written some preliminary results. The surveys are starting to come back.
- Blood samples taken from sheep on three treatment properties and 3 non treatment. Initial results show good rates of Toxo. Cat and Mice control will start in Oct.

Community Engagement and Education

- Maori engagement strategy was discussed at the Governance meeting: Tania Hopman, Carl Baker, Wendy and Campbell will progress this
- Melissa, Wendy and Moana looked at the salesforce volunteer management system used by southland DOC. We will recommend using the system. It will be great to manage and track volunteers as well as stakeholders.
- Completed a Comms and community engagement implantation plan, and is currently working with Robyn on an education pamphlet.
- Community Engagement and education workstream will now be called the 'Engagement workstream
- Wendy is now lead for this workstream, reporting to Dave.

Education:

- Waimarama School completed 3 Marine modules, with one fieldtrip postponed due to weather. May need to be cancelled, due to logistics of rescheduling. Te Mata School completed 4 BB Modules including CS fieldtrip. During their open morning, Backyard Biodiversity was clearly at the forefront of their learning, much to the fascination of visiting whanau! Haumoana School completed 2 BB modules, with fieldtrip to CS postponed till Term 4, due to weather.
- 14th September - Ruud and Robyn completed successful Nature Time Teaching workshop at White Pine Bush with 12 EIT Year Two Candidate Teachers and three lecturers at White Pine Bush.

- 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 across projects.
- A professional development teacher workshop is scheduled for October. Invitations sent in Aug.
- A Bioblitz is scheduled for Te Mata school in November

Biodiversity/Species

- 4 pateke remaining. Final locations on transmitters on birds that have disappeared will be carried out in October followed by a debrief to develop plans for the upcoming year.
- Analysis of bat monitoring methods done, awaiting expert technical advice on preferred method of monitoring.
- Met C2C Landowners in to seek permission to do biodiversity monitoring on their land, and arranged access to most of the properties. Also found a few hidden gems we didn't know about in terms of habitat for lizards etc. Monitoring will start after lambing - early Nov.
- Work on the tomtit and robin translocation proposals is well underway. Draft plan has been commented on and will be put through the DOC translocation permit system in Oct. This is a 2016 milestone which had been brought forward.

Habitat Restoration

- New workstream lead
- 2015 planting completed
- On ground truthing exercise undertaken for next winters planting (2015-2016). 50 000 plants tendered for through the Riparian planting programme. Organised next months release spray of the 11000 plants (Okahu, Taurapa and hand release in organic farmer). Started writing tender documents for next years pre-spray, planting and releasing.
- DOC has mapped all land within 10kms of PCL and this is about 6million ha. He is working on a paper to describe what this means for management

Pest Control

- Landowner engagement continues. Landowner Pest launch planned at Waimarama Hall for 27th November 2015
- HBRC has provided deployment and detection data from 4 study sites, and most of the other areas that have been controlled. Due to a misunderstanding of our study site requirements the follow up control monitoring was not done so we can't include these study sites to determine the effect of varying card deployment times on kills per detection. An additional study block has been identified so the remaining three blocks will have control efficacy monitoring applied which will provide one replicate of 7, 14 and 28 day deployment

times.

Chew cards are being deployed in the final study sites apart from block 2 at the moment. The collaring project in block 2 has been delayed by lambing but is due to start on 20th September.

- Chocolate lure now operational in SSRTs at BSMI. 28% rat tracking in latest results. Currently discussing the frequency of trap checks as it is becoming clear that the lure does not remain attractive enough to be effective over a full 2 month period.
- 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.
- Stage 2 participants of wireless trial have been contacted with information meeting planned for October.

Project integration

- Poutiri Ao O Tane CAG meeting was held on 30th Sept. Good attendance. Questioned Maori representation on Project team and overarching Maori name progress
- C2C CAG members are being finalised and 1st meeting will be in November. (Delayed a month)
- Governance meeting was on 25th Sept. They are generally happy with project progress. Next meeting will be in Feb. (minutes will be on google drive once approved)
- Melissa will update Structure and role documents to reflect changes in workstream leads
- Financial reporting is being worked on by DOC. Template due mid Oct. DOC will manage this from now on.

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	2/9/2015	Keep in Emergency box in vehicle, for further fieldtrips.

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	· Need a shotgun handy as 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 were resources are stretched to deliver that needs to be	Dave Carlton	26/6/2015	If this arises again it will be communicated asap. In the mean time

ID	Observation	Learning	Reported by	Date Reported	Proposed Actions & Owners
		communicated to the Project team as soon as identified			more intensive trapping to try and make up for lost time and outcomes, however this has a poor track record of success
7	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.

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	position has been filled 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	

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
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

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
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 is expected there will be a solid level of uptake	Campbell	↓	Open
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	Wendy	→	Open
R08	Weather disrupts plantings through flood or drought	3	4	12	Contingency plans made early in the event of a large weather disruption		Wendy		

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		Wendy		
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.	Wendy	↑	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	Wendy		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?	Wendy		Open
R13	Not planting for species outcomes	3	3	9	Make sure plants will provide good habitat for native species		Wendy		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		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		Joyce-Anne		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.		Joyce-Anne		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		Joyce-Anne		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		Joyce-Anne		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.		Joyce-Anne		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	Dave Carlton		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
						financials in a way that meets AF expectations			

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
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 – HB Environment Centre – keen to partner – would work in well with Waimarama School and others	Follow-up	Robyn McCool

Workstream	Date identified	Opportunity	Response	Owner
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
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	Joyce-Anne

Workstream	Date identified	Opportunity	Response	Owner
Community Engagement and Education	5/06/2015	Potential to work with local Minsitry 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.	Deamn and Robyn are working together on this	Robyn McCool
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	Joyce-Anne

Workstream	Date identified	Opportunity	Response	Owner
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
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	Twyford school 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	Joyce-Anne

Workstream	Date identified	Opportunity	Response	Owner
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 TMoM 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

Decisions made or Required

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

- Community Engagement and education workstream will now be called the 'Engagement workstream'
- DOC will manage financial management