

## 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

<b>Period Covered: 1st August to 31st 2015</b>	<b>Prepared by: Melissa Brignall-Theyer</b>
<b>Today's report date: 8<sup>th</sup> Sept 2015</b>	<b>Sponsor: Lou Sanson</b>

Traffic lights	Status	Trend	Tasks achieved	
Overall health	↑	↑		<ul style="list-style-type: none"> <li>• Base line Rural survey completed and sent out to landowners</li> <li>• 2 schools part way through programmes, one to start next month</li> <li>• 15000 plants in the ground</li> <li>• 10 interviews for the Case study completed</li> <li>• Draft Maori Engagement Strategy presented</li> <li>• Communications contract started</li> </ul>
Schedule	↑	↑		
Budget	↑	↑	<b>Planned but not achieved</b>	<ul style="list-style-type: none"> <li>• Analysis of chewcarding</li> <li>• Stage 2 meeting for wireless now scheduled in October</li> <li>• C2C CAG members will be appointed. Now scheduled for October</li> <li>• Meeting Landowners seeking permission to monitor biodiversity on their land. Now scheduled for next month</li> </ul>
Risk		↔		
Resources		↔		
Other Issues		<b>None</b>	<b>Planned Next period</b>	<ul style="list-style-type: none"> <li>• Community survey will be developed</li> <li>• Governance meeting 25<sup>th</sup> Sept</li> </ul>
<b>This period</b>	<b>Raised</b>	<b>Closed</b>		
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 being written up
- The Urban Survey has been split into two: A school survey and a community survey. The community is being developed ready for a delayed rollout by Mid October. Was supposed to be end of Sept.
- LCR contract deliverables completed except urban Survey and Chew carding. Working on new contract for 15/16 financial year.
- 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 August.
- Becky Niemiec (PhD) has conducted interviews with landowners in August, as part of Rural survey. Rural survey has been sent out to Landowners, due back?
- Jill Ozarski (DOC/US fullbright fellow) completed her report which includes Poutiri Ao o Tane as a case study, and presented it in Wellington.
- 2 Sir Peter Blake Youth Ambassadors have been selected to work on TMAM for 3-4 weeks over summer.
- Toxo plan for field sampling has been completed. Might include Cape Sanctuary as a long-term cat control treatment.
- Kakapo breeding on Whenua Hou this year might impact on the next Mottled Petrel translocation, as access will be limited.
- Alison has completed 10 interviews for the TMAM Case study, will be analysed in Oct. and presented in Dec.
- Research and monitoring workstream meeting was held 11<sup>th</sup> Aug. Look at what has been done and where to next.
- Social science meeting was held 10<sup>th</sup> Aug. Look at what has been done and where to next.

### Community Engagement and Education

- A draft Maori engagement strategy was presented at the last project meeting 12<sup>th</sup> Aug. It is being proofed by Maori associates to the programme and is being infused into the Communication plan and Community engagement strategy.
- Meeting with DOC NO on volunteer management systems. He recommended Ignite by Salesforce (which DOC already has two licences for. Going to an intro meeting about Ignite early Sept. Baseline data has been examined and will be compiled into a report with baseline data and recommendations for system going forward.
- Tamsyn Morunga has been working on a Comms and community engagement implantation plan.
- Attended a Building Trustworthy Biodiversity indicator stakeholder workshop in Christchurch.
- Melissa and Sarah had a meeting with DOC NO about Citizen science Plan. They will review options paper to give national perspective. Options paper due Mid Oct.

#### Education:

- Waimarama has completed 2 marine modules. Te Mata has completed 3 Backyard biodiversity modules, including CS field trip. Haumoana states in September.
- Had a meeting with Taikura Rudolf Steiner school. They are interested about being engaged next year.
- An EIT student teach workshop is being organised for September. Invitations and Pre-workshop questionnaire were sent out in Aug
- A professional development teacher workshop is scheduled for October. Invitations sent in Aug.
- A Bioblitz is scheduled for Te Mata school in November
- 2 schools have completed the Bush education programme and one is doing the Marine programme under Poutiri Ao o Tane

#### **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.
- Meeting C2C Landowners in September to seek permission to do biodiversity monitoring on their land. This was delayed a month.
- Work on the tomtit and robin translocation proposals is well underway. Draft plan has been produced and needs to be reviewed by DOC in Sept. This is a 2016 milestone which had been brought forward.

#### **Habitat Restoration**

- 2015 planting completed
- Work continues to make sure properties are ready for next year's planting including adequate fencing, scoping for potential willow removal or other impediments and best sites for planting.

#### **Pest Control**

- Landowner engagement continues. Landowner Pest launch planned at Waimarama Hall for 27th November 2015
- Phase two chewcarding is completed. Possum collaring will start in Sept.
- 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 taking place Sept –Oct
- Stage 2 participants of wireless trial have been contacted with information meeting planned for October.

### Project integration

- The Interim report was discussed at a Teleconference with the Aotearoa Foundation. Over all they were happy with the report and report recommendations, but would like to see more detailed financial reporting. (Minutes on Google drive once approved)
- C2C CAG members are being finalised and 1<sup>st</sup> meeting will be in October. (Delayed a month)
- Governance meeting scheduled for 25<sup>th</sup> Sept.
- Need to have finalise financial reporting

### 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.

## 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 Ao o Tane 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

## 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

Issue Description	Date Identified	Issue Mitigation	Owner	Actions taken	Esclate to
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	Tamsyn Morunga has been employed Aug-Sept to provide implementation plan	
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	Joyce-Anne	Programmes have shifted location, EIT workshop using White Pine Bush.	

### 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	Grant		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
						bottom up influences such as climate, disease and pasture growth rather than predator control.			
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 is expected there will be a solid level of uptake	Campbell	↓	Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
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	12	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		
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	Wendy	↑	Open



Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
						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.			
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
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

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
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
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

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
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
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

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
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
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	12	Robyn is developing and will implement a rigorous health and safety plan which will be signed off by Joyce-Anne.		Robyn		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
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
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. Worst 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	4	3	12	Robyn has flagged the need for governance level meetings since early this year. Campbell committed to meeting with Te		Joyce-Anne		Open

Risk ID	Risk Description	Likelihood	Impact	Total	Risk Response (mitigations)	Actions Taken	Owner	Trend	Status
	community survey				Mata principal in mid- October (date to confirm). Joyce-Anne has yet to confirm dates.				

### 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
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

<b>Workstream</b>	<b>Date identified</b>	<b>Opportunity</b>	<b>Response</b>	<b>Owner</b>
Community Engagement and Education	30/04/2015	Brian Fisher, 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 <a href="http://millionmetres.org.nz/">http://millionmetres.org.nz/</a> for Maraetotara River	HBRC scoping partnership with <a href="http://millionmetres.org.nz/">http://millionmetres.org.nz/</a>	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
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



<b>Workstream</b>	<b>Date identified</b>	<b>Opportunity</b>	<b>Response</b>	<b>Owner</b>
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 Tremendous planting area. Teacher Valerie Moratti 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: <a href="http://nzase.org.nz/">http://nzase.org.nz/</a> NZ Association of Science Educators, see Primary Science Educators – links section: <a href="http://nzapse.nzase.org.nz/links/">http://nzapse.nzase.org.nz/links/</a> )	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
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

<b>Workstream</b>	<b>Date identified</b>	<b>Opportunity</b>	<b>Response</b>	<b>Owner</b>
Habitat Restoration	5/08/2015	Meeting with Dr Linda Newstrom-Lloyd – 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	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	Joyce-Anne

## **Decisions made or Required**

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

- **Community Survey timeframe needs discussion**
- **Financial reporting needs discussion**