

1. Summary and Overview

Project Overview

The overarching aim of this programme is to implement the Waikato Plan. The Plan seeks to support the integrated future development of the region across the four well-beings. The Plan aims to provide a forum for coordinating and guiding integrated decision making on complex regional scale issues that cross statutory boundaries.

The actions in the Waikato Plan fall into two categories:

- Actions that the Waikato Plan Leadership Group will lead. These actions have been prioritised and will be placed into a phased programme of work.
- Actions in which the Waikato Plan Leadership Group can support and advocate. This may be in the form of securing funding, providing advice and reports on key issues, enabling discussions and decision making.

It is important that Waikato Plan maintains an overview position given the regional and sub-regional strategic role of the Plan. This dashboard will report on specific activities that the Waikato Plan undertakes to support actions that other agencies are leading.

2. Top Risks

Strategic issues arising since last period:

Fewer MP's for the Waikato in the new government.

The key risks outlined in the Implementation programme are shown below:

| Risks / Issues | Risk to project | | | Mitigation |
|--|-----------------|-----|------|--|
| | Low | Med | High | |
| Political engagement | | | | Engagement Plan and ensure appropriate reporting |
| Ineffective engagement with key partners | | | | Continue to report to key partners. Engage with others on relevant actions. Ongoing reporting and comms. |
| Ongoing resourcing requirements | | | | Sharing resources / tasks across the partners or provide additional resource if appropriate and agreed |
| Managing parallel workstreams | | | | WPLG oversight Regular reporting and monitoring |
| Not achieving financial milestones required | | | | Develop funding plan |
| Not achieving aim and aspirations | | | | Ensuring actions are progressed, funding is activated, partners are engaged and resourcing is sufficient |
| Benefits shown by June 2018 | | | | Benefit mapping – selecting the right indicators to provide realistic progress |
| Iwi not being fully part of Plan implementation. | | | | Ensure that iwi members are appointed on the Leadership Group. Ensure that iwi/Māori are engaged through an iwi/Māori forum. |

3. Stakeholder Engagement

Engagement and Communications activity include:

- Oct 2017: Central Government Engagement Plan completed
- Nov 2017: Strategic Partners Forum to be refreshed
- Nov 2017: Technical Reference Group to be refreshed for implementation
- Dec 2017: Iwi/Maori forum to be put into place
- Dec 2017: Launch of Waikato Plan
- Regular reporting to the Mayoral Forum
- Engage with Community Funders
- Engage with Umbrella Community Organisations
- Engage with central government

Note that the Waikato Plan Strategic Partners Forum will undertake both Waikato Plan work as well as Future Proof work.

4. Programme Milestones

Key milestones are summarised below:

| Phases & Tasks | Expected date | Status | Comments |
|--|---------------|--------|--|
| Waikato Plan Leadership Group – LEAD – Tranche 1 | | | |
| 1.1.1 Regional Development Strategy | Nov 17 | | Develop project plan, first year workplan and resourcing |
| 1.1.2 Regional priorities for service and technical infrastructure | Nov 17 | | Develop project plan, first year workplan and resourcing |
| 1.2.1 Matching Central Government Services to community needs | Nov 17 | | Develop project plan, first year workplan and resourcing |
| 2.3.2 Central Government Partnerships and Collaboration | Oct 17 | | Central Government Engagement Plan and minister briefing docs completed |
| 1.3.1 Community Plans | Nov 17 | | Develop project plan for first stage – stocktake, framework and gap analysis |
| 2.3.1 Collaboration with Future Proof | Nov 17 | | Combining CE Steering Groups approved 11/10/17 – first combined meeting Nov |
| 3.1.3 Iwi collaboration on high priorities | Nov 17 | | Letter sent for iwi reps on WPLG/WRC meeting with Iwi Board CEs, invited technical officer to TRG. For invitations will be made. |
| 6.1.14 Develop a shared regional evidence base | Nov 17 | | Develop project plan, first year workplan and resourcing. |
| Waikato Plan Leadership Group – SUPPORT and ADVOCATE ACTIVITIES | | | |
| Meeting with DHB on advocacy role of the Waikato Plan | | | In progress |
| Setting up submission template | | | Completed |
| Funding discussions | | | In progress |
| Develop an A3 priority sheet for engagement | | | In progress |

Key: ■ On track ■ On track with emerging issues ■ Significant risk of delivery failure

5. Financial Tracking

There is funding in the Waikato Plan implementation budget for Phase 1 as agreed by CESG. \$466,672 is allocated for the 2017/18 year which will cover administration, monitoring, advice, remuneration of the LG and seed funding for implementing actions. The local government partners have fully funded the first year of operation.

During year one quarter of the funding for the second year will be sought from external partners increasing to 50% in the third year.

Actual costs FY17-18: ~ \$83,524k – 31 October 2017

6. Activity Tracking – Leadership Group - lead

Looking Back Tasks Delivered During Period – 12 October – 9 November

| Task | Responsibility | Due date | Status |
|---|-------------------------------|----------|--|
| Leadership Group appointed | Project team | Sep 17 | Local government and business and community appointed. |
| 3 year implementation budget confirmed for partner councils | Project team | Sep 17 | Partner councils have received funding allocations for first 3 years |
| Develop implementation programme | Project team | Oct 17 | FINAL to WPLG – 16/10/17 |
| Develop Central Government Engagement Plan | Project team | Oct 17 | FINAL to WPLG – 16/10/17 |
| Letters to Iwi Trust Boards sent | Project team | Oct 17 | Complete |
| Monitoring dashboard to develop | Project team | Oct 17 | Complete |
| Issue and Risk Register | Project team | Oct 17 | Complete |
| Combine CESG and SPF for WP and Future Proof | Project team/ Future Proof | Nov 17 | Complete |
| Year 1 work plan and resourcing | Project team | Nov 17 | In progress – FTEs to complete |

Looking Forward Tasks Scheduled for Next Period

| Task | Responsibility | Due date | Status |
|---|----------------------|----------|--|
| Refresh SPF and TRG | Project team | Nov 17 | In progress |
| Develop detailed project plans for Tranche 1 actions | Project team | Dec 17 | In progress |
| Appoint Iwi and govt agencies to Leadership Group | Project team | Dec 17 | In progress |
| Schedule meetings with ministers | Project team/ WRC | Early 18 | Waiting for recruitment of key govt staff |
| Set up Iwi/Maori forum | Project team | Early 18 | Met with DHB to talk about using Iwi Maori Council. A paper requesting their approval will be presented. |
| Funding bid requested from MBIE through the regional growth programme | Project team/ WMB | Early 18 | Request declined |
| Set up working groups for Tranche 1 projects | Project team | Feb 18 | Rely on less external funding. Propose to build capacity through partner organisations |
| Launch | WRC | Feb 18 | Postponed to 2018 due to govt restructure |