PGP Reporting Frequently Asked Questions

What is PGP?
PGP is the acronym for Primary Growth Partnership and in the DairyNZ context refers to the dairy PGP programme, “Transforming the Dairy Value Chain”.

The Programme has two Themes:
- Theme 1 On-farm Innovation and Research
- Theme 2 Building Capability for a Sustainable Future

PGP funding is provided by the Ministry for Primary Industries (MPI) for business-led, market-driven primary sector innovation. The dairy PGP programme is led by DairyNZ and Fonterra. The other industry funders are Synlait, LIC, NZYF, Landcorp, Agriculture Services Ltd and ZESPRI.

Who has to do PGP reporting?
If your DairyNZ Inc schedule is part of the PGP programme you will be required to do PGP reporting.

Why do we need separate reporting?
- Reporting requirements for PGP are more extensive than those of DairyNZ Inc
- PGP reporting period is one month later than DairyNZ Inc reporting

How is the reporting used?
The report is used by the Programme Steering Group (PSG) to oversee the implementation of the business plan, ensuring that the programme is tracking on time, on budget and is achieving its expected outcomes.

The PSG has at least one representative from each investor. DairyNZ representatives are the CEO, CFO and PGP Policy Manager.

The PSG checks delivery and use of funds. They are able to approve minor variations and put forward significant variations to the IAP and Director General for sign-off.

Who are the IAP?
The Investment Advisory Panel (IAP) is responsible for using their expertise and judgement to advise on decisions about the allocation of PGP co-investments, to help ensure that PGP investments are able to achieve the aims of economic growth and sustainability.

In addition, you will also be reporting to the Panel (if successful at each stage) on the development of your business plan and the progress on your co-investment programme.

What is the DairyNZ PGP reporting process?
See flowchart below
1. Requests for project reports are sent out to Project Managers within 2-weeks of quarter end (end of June, September, December, March)
2. Project reports must be returned to the PGP Business Manager by quarter end
3. Project reports are consolidated into detail reports and forwarded along with a Managers report and a public summary to MPI for feedback
4. Final PGP reports are provided to the PSG co-ordinator for distribution to PSG representatives
5. PSG meeting is held and the PGP reports are accepted
6. IAP reviews the PGP reports
7. Public summary of progress is published on the MPI PGP Website
Reference documents:
- Glossary of terms: http://www.dairynz.co.nz/page/pageid/2145879812/Provider_Information
Project Managers
- Provide Summary
- Reporting progress against PGP milestones
- Key achievements

PGP Business Manager
- Consolidates into detailed reports

PGP Policy Manager
- Liases with MPI and PSG

PSG (Programme Steering Group)
- Checks delivery
- Reviews use of funds
- Approves minor variations

IAP (Investment advisory Panel)
- Responsible for overall allocation of PGP investments

PGP Reporting Chain