

PERFORMANCE REPORT OF THE

GAME BIRD HABITAT TRUST BOARD

FOR THE YEAR ENDED 31 AUGUST 2016



PO Box 13 141 Wellington New Zealand Telephone 04-499 4767 Facsimile 04-499 4768

2 December 2016

Minister of Conservation Parliament Buildings WELLINGTON

Dear Minister

I have the honour to submit, pursuant to <u>s</u>.150(3) of the Crown Entities Act 2004, the Performance Report and Financial Statements of the New Zealand Game Bird Habitat Trust Board for the year ended 31 August 2016.

Yours faithfully

Mark Airey Chairman

GAME BIRD HABITAT TRUST BOARD

Members of the Trust Board:

Mark Airey Chairman

John Cheyne

Ian Hogarth

Susan King

Mark Sutton

Andy Tannock

The Game Bird Habitat Trust Board is serviced by the secretariat of

Fish & Game New Zealand 2 Jarden Mile, Ngauranga, Wellington PO Box 13141, Johnsonville, Wellington 6440

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E-mail NZCouncil@fishandgame.org.nz

CHAIRMAN'S REPORT

Introduction:

The New Zealand Game Bird Habitat Trust Board was set up to enhance New Zealand's game bird habitat and to improve the habitat of other wildlife. Its primary function is to disperse, by way of grants, income received from the proceeds of the New Zealand Game Bird Habitat Stamp programme which is administered by the New Zealand Fish & Game Council.

The programme was based on a successful American model, where habitat stamps are used to endorse game bird hunting licences and to raise funds for waterfowl conservation initiatives. New Zealand's own game bird habitat stamp and art prints are launched each year to coincide with World Wetlands Day on 2nd February. The artwork on which the stamp is based features a different species each year of game bird or wetland birdlife. As well as the stamp there is a limited edition print of the artwork, two different first day covers. There is also a miniature sheet of stamps available. These products are sold both in New Zealand and internationally.

The Gamebird Habitat Trust Board:

The Trust Board is appointed by the Minister of Conservation for a three year term. The current Board, appointed in 2013 consists of Mark Airey (Chairman), John Cheyne (DU nominee), Susan King (DG of Conservation nominee), and Ian Hogarth, Mark Sutton and Andy Tannock (Fish and Game nominees). It means that this year is the third and final year for current Board members. A new Board is to be named by the Minister of Conservation for a new three year term commencing 1 November 2016.

In the financial year of 1 September 2015 to 31 August 2016 the Board held its annual meeting in Wellington on Friday 26th August. A telephone conference call was also held on 22nd June to enable Board members to follow-up initial consideration of pre-circulated applications with a view to obtaining further detail before decisions are made at the August 2016 meeting of the Board.

Habitat Grant Applications:

During this year the Board considered 15 applications for funding assistance which were assessed against the criteria that the Board had established. Funding was allocated to 13 of these projects subject to a range of conditions for a total of \$63,550:

 WAKA WETLAND, North Canterbury Nicky Auld Approved \$10,000

2. GLENIM FAMILY FARM LIMESTONE BLOCK WETLAND RESTORATION, Auckland/Waikato

Doug McCauley Approved \$5,000 towards earthworks

3. TENNENT WETLAND PROJECT, Hawke's Bay

George Tennent
Approved \$3,000 towards earthworks

4. SPRINGVALE STATION WETLAND, Hawke's Bay

Tim Mouat Approved \$9,625

5. KITTOW WETLAND, Hawke's Bay

Warren Kittow

Approved \$4,000 for earthworks

6. EXODUS WETLAND, Hawke's Bay

Matt Paulson

Approved \$3,000 towards earthworks

7. ADDIS POND WETLAND RESTORATION PROJECT, Hawke's Bay

Daniel Winchester

Approved \$3,000 towards earthworks

8. MANGATOTARA WETLANDS, Taranaki

Alan Ancell Approved \$2,000 for earthworks

9. AHUROA ROAD BIOODIVERSITY WETLAND, Taranaki

Geoff Otterson Approved \$2,875

10. CANADA FLATS RESTORATION, Wellington

Howard Egan Approved \$5,000

11. RANGITOTO WETLAND COMPLEX, Hawke's Bay

James Hunter Approved \$8,000 towards earthworks

12. KEEN WETLAND, Otago

Darren Keen Approved \$7,000 towards earthworks

13. TAS WETLAND PROJECT, Wellington

Andy Law Approved \$1,050 for plants

The Trust Board's Major Project:

The Para Wetland was chosen by the Trust Board as a major wetland project to focus on over several years. The Trust has assisted the Nelson/Marlborough Fish and Game Council develop a detailed management/development plan with budgets and timescales. Public interest and support is seen as being key to the success of the project and to mobilise support from other funders.

The Trust Board had earlier commissioned a study of potential major projects in both the North and South Island that it might support. The Para wetland was recognised as having strategic location value being adjacent to Highway 2 between Blenheim and Picton. The Takitakitoa wetland that abuts the Taieri River near Henley Dunedin was another identified contender. The Trust Board decided to provide funding over a two year period for this second major project to allow for a 350m-long bund was built to raise the water level on the rush-covered valley floor.

Conclusion:

Trust Board members are deserving of special thanks for they undertake their duties on a voluntary basis with their sole payments being the satisfaction of knowing that they are contributing to an improvement in gamebird habitat in New Zealand. My thanks to them and our support staff for maintaining the Board's focus during the year.

This is my final year as Chairperson of the Trust Board. I have been a member of the Board since 2002 and became the Chairperson in 2008 after David Lawrie stood down from the position. It has been a rewarding and enjoyable period, especially with the introduction of the Board's major project programme. My thanks and best wishes to all who have participated with me as Board members and support staff during this time.

Finally, I take this opportunity to thank, and indeed continue to encourage, applicants to apply for grant funds and participate in the programme. I also wish to remind readers that the Game Bird Habitat Trust is a registered charity that welcomes public donations to assist its investment in New Zealand wildlife habitat.

Mark Airey Chairperson

New Zealand Gamebird Habitat Trust Board

Performance Report

For the year ended 31 August 2016

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Entity Information

For the year ended 31 August 2016

Legal Name of Entity:	The New Zealand Game Bird Habitat Trust
Type of Entity and Legal Basis (if any):	The New Zealand Game Bird Habitat Trust is a charitable organisation established under the Wildlife Amendment Act 1993. The New Zealand Game Bird Habitat Trust is a Fifth Schedule Crown Entity as defined by the Public Finance Act 1989.
Registration Number:	CC33828

Entity's Purpose or Mission:

The New Zealand Game Bird and Habitat Trust Board was set up to enhance New Zealand's game bird habitat and as a second priority to improve the habitat of other wildlife. It's primary function is to disperse by way of grants, income received from the proceeds of the New Zealand Game Bird Habitat Stamp programme, administered by Fish and Game New Zealand.

Entity Structure:

The parent and ultimate controlling party of the Trust is the NZ Game Bird Habitat Trust Board. Trust Board members are elected for a 3 year term, with the current board sitting until 31 October 2016. The members provide their time for free. Administrative support is provided by NZ Fish and Game Council staff.

Main Sources of the Entity's Cash and Resources:

Revenue is earned from the Game Bird Habitat Stamp Programme.

- \$2 from each game license fee is allocated to the Habitat Stamp
- Revenue from sale of stamps
- Interest

Contact details

Physical Address:	2 Jarden Mile, Ngauranga, Wellington
Postal Address:	P O Box 13141, Johnsonville, Wellington 6440
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Email/Website:	NZCouncil@fishandgame.org.nz

Statement of Service Performance

For the year ended 31 August 2016

The Statement of Service Performance sets out the objectives, targeted outcomes and performance measures set by the Game Bird Habitat Trust Board, and documents the outputs achieved.

OBJECTIVE 1

TARGETED OUTCOME

The Board conducts its business in a cost-effective and an efficient manner.

Performance Measure

- At least one meeting of the Trust Board to be held during the year to consider grant applications.
- Other business promoting the funding and development of game bird habitat is developed as necessary.

Output

- One telephone conference call between all Board members was conducted on 22 June 2016.
- One meeting of the Trust Board was held during the financial year on 26 August 2016.

OBJECTIVE 2

TARGETED OUTCOME

Distribution of funds to approved Game Bird Habitat projects or projects to benefit game bird habitat protection performance measures.

Performance Measure

- Application forms for grants made available and invitations for applications promoted.
- Referees' reports on applications obtained where necessary.
- Successful applications entered in the Habitat Grant Register and appropriate monitoring procedures initiated.

Output

- The Game Bird Trust Board was promoted in the Fish & Game New Zealand Special Game Edition of the magazine.
- Applications for new grants were sought with a close-off date of 30 June for consideration in the 2016 grant period.
- Fifteen grant applications were received for the 2016 grant period. Grants totalling \$63,550 were approved by the Board at its August 2016 meeting.



OBJECTIVE 3

TARGETED OUTCOME

Recommend to New Zealand Fish and Game Council the species to feature on the Game Bird Habitat stamp, the face value of the stamp and the cost of the licence validating stamps for licence holders.

Performance Measure

• Select the bird species and recommend the face value and the fee payable by licence holders for stamps used to validate the Game Bird Hunting licence.

Output

- The mallard duck and Northland wetland habitat were chosen to feature in the artwork the 2018
 New Zealand Game Bird Habitat Collection.
- The cost of the licence validating stamp for game licence holders for 2017 was increased to \$3.00 and approved by the Minister of Conservation on 26 July 2016.



New Zealand Game Bird Habitat Trust Board Statement of Comprehensive Income For the year ended 31 August 2016

	Note	Actual 2016 \$	Budget 2016 \$	Actual 2015 \$
Revenue				
Game Bird Habitat income from license sales		67,845	67,000	66,205
Income from stamp sales		23,705	24,000	22,599
Interest, dividends and other investment revenue		28,627	32,000	32,579
Donations		-	•	18
Total Revenue		120,177	123,000	121,401
Expenses				
Costs related to providing goods or services	1	28,418	28,000	24,393
Grants and donations made	1	75,068	73,255	106,458
Other expenses	1	9,300	27,190	18,155
Total Expenses		112,786	128,445	149,006
Surplus/(Deficit) for the Year		7,391	(5,445)	(27,605)



Statement of Financial Position

As at 31 August 2016

	Note	Actual 2016 \$	Actual 2015 \$
Assets			
Current Assets			
Bank accounts and cash	2	89,686	83,124
Receivable from NZ Fish and Game Council	2	72,602	74,072
Other current assets	2 2 2	15,118	21,011
Investments	2	697,199	-
Total Current Assets		874,605	178,207
Non-Current Assets	9		505 500
Investments Total Non-Current Assets	2		695,592
Total Non-Current Assets		•	695,592
Total Assets	Ī	874,605	873,799
Liabilities			
Current Liabilities			
Creditors and accrued expenses	2	5,085	11,670
Total Current Liabilities	Į.	5,085	11,670
Total Liabilities		E 09E	44 670
Total Liabilities		5,085	11,670
Total Assets less Total Liabilities (Net Assets)	Ī	869,520	862,129
Accumulated Funds			
Accumulated surpluses or (deficits)	3	869,520	862,129
Reserves	3		
Total Accumulated Funds	3	869,520	862,129



New Zealand Game Bird Habitat Trust Board Statement of Cash Flows

For the year ended 31 August 2016

	Actual 2016 \$	Actual 2015 \$
Cash Flows from Operating Activities Cash was received from:		
Donations, fundraising and other similar receipts	•	18
Receipts from providing goods or services	64,411	63,758
Interest, dividends and other investment receipts Net GST	30,071 3,033	30,511
1161 031	3,033	-
Cash was applied to:		
Payments to suppliers	(13,335)	(17,182)
Donations or grants paid	(77,618)	(104,193)
Net GST	· · · · · ·	(5,254)
Net Cash Flows from Operating Activities	6,562	(32,342)
Cash flows from Investing and Financing Activities Cash was received from:		
Receipts from the sale of investments	₹2	53,473
Cash was applied to:		
Net Cash Flows from Investing and Financing Activities		53,473
	125	55,
Net Increase / (Decrease) in Cash	6,562	21,131
Opening Cash	83,124	61,993
Closing Cash	89,686	83,124
•	22,223	35,221
This is represented by:		
Bank Accounts and Cash	89,686	83,124



New Zealand Game Bird Habitat Trust Board Statement of Accounting Policies

For the year ended 31 August 2016

Basis of Preparation

New Zealand Game Bird Habitat Trust Board ("The Trust") has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) on the basis that it has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

This basis of preparation in financial statements for the year ended 31 August 2015 incorrectly disclosed the application of the financial reporting framework Public Benefit Entity Simple format Reporting – Accrual (Not-For-Profit). The correct framework that was applied in 31 August 2015 and was correctly disclosed in the Change in Accounting Policies disclosure was Public Benefit Entity Simple Format Reporting – Accruals (Public Sector). Other than correction of this disclosure there is no other impact.

Presentation Currency

These financial statements are presented in New Zealand dollars. All financial information presented in New Zealand dollars has been rounded to the nearest dollar.

Goods and Services Tax (GST)

The Trust is registered for GST. All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Revenue Recognition

Revenue is measured at the fair value of consideration received or receivable.

Contributions from the game license sales and managed stamp sales are recorded as revenue as they are earned in accordance with the substance of agreement between NZ Fish & Game Council and the NZ Post.

Interest on investment is recorded as revenue as it is earned during the financial period.

Income Tax

The New Zealand Game Bird Habitat Trust Board is a public authority and consequently exempt from the payment of income tax under CW 31(2)

Financial Assets and Liabilities

The Trust Board's financial assets comprise bank accounts and cash, debtors, GST receivable, interest receivable and investment. All of these financial assets are categorised as "loan and receivables" for accounting purposes in accordance with financial reporting standards.

Financial assets are fixed interest deposits with varying maturity dates in excess of three months.

The Trust Board's financial assets liabilities comprise creditors. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

At balance date the Trust Board assesses whether there is any objective evidence that an investment is impaired. Any impairment loss is recorded as an expense in the statement of Comprehensive Income.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Accounts Receivable

Debtors and other receivables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method, less any provisions for impairment.

Accounts Payable

Creditors represent liabilities for goods and services provided to the Trust Board prior to the end of the financial year which are unpaid. Creditors are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

Capital Management

The Trust 's capital is accumulated surpluses from trading. The Trust manages its revenue, expenses, assets and liabilities prudently, retaining funds to meet future requirements in order that the objectives of the ultimate charitable group are met. The Trust has no external third party imposed capital management requirements.

Changes in Accounting Policies

There have been no changes in accounting policies since the last date of the last financial statements.



Notes to the Performance Report

For the year ended 31 August 2016

Note 1: Analysis of Expenses

		2016	2015
Expense Item	Analysis	\$	\$
Costs related to providing goods or	Production	13,418	13,043
services	Programme Administration	15,000	11,350
	Total	28,418	24,393
		2016	2015
Expense Item		\$	\$
Grants and donations made		75,068	106,458
	Total	75,068	106,458
		2016	2015
Expense Item	Analysis	\$	\$
Other expenses	Accounting Fees	1,144	244
	Audit Fees	4,075	3,093
	Consultation Fees	1,425	12,337
	Trust Board Meeting Expenses	2,656	2,470
	General	•	11
	Total	9,300	18,155



Notes to the Performance Report

For the year ended 31 August 2016

Note 2 : Analysis of Assets and Liabilities				
Asset Item Bank accounts and cash	Analysis Cheque account balance	2016 \$ 89,686	2015 \$ 83,124	
	Total	89,686	83,124	
Asset Item Debtors and prepayments	Analysis NZ Fish and Game Council	2016 \$ 72,602	2015 \$ 74,072	
	Total	72,602	74,072	
Asset Item Other current assets	Analysis Interest Receivable GST Receivable	2016 \$ 13,623 1,495	2015 \$ 16,683 4,328	
	Total	15,118	21,011	
Asset Item Investments	Analysis Term Deposit Westpac 1 Term Deposit Westpac 2	2016 \$ 645,592 51,607	2015 \$ 645,592 50,000	
	Total	697,199	695,592	
Liability Item Creditors and accrued expenses	Accrued Expenses	2016 \$ 5,085	2015 \$ 11,670	
	Total	5,085	11,670	



Notes to the Performance Report

For the year ended 31 August 2016

Note	3.	Accumu	lated	Funds

	Capital			
	Contributed	Accumulated		
	by Owners or	Surpluses or		
Description	Members	Deficits	Reserves	Total
Opening Balance	-	862,129	-	862,129
Surplus/(Deficit)		7,391		7,391
Closing Balance	-	869,520	× 1	869,520

2015

	Capital			
	Contributed	Accumulated		
	by Owners or	Surpluses or		
Description	Members	Deficits	Reserves	Total
Opening Balance	-	889,734	96	889,734
Surplus/(Deficit)		(27,605)		(27,605)
Closing Balance		862,129	9	862,129

Note 4: Commitments and Contingencies

Commitments	At Balance Date 2016 \$	At Balance date 2015 \$
Commitments to provide loans or grants	168,369	199,493

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (2015 - nil)

Note 5: Related Party Transactions

Note 5: Related Party Transactions	2016	2015
	\$	\$
New Zealand Game Bird Habitat Stamp Fee	72,602	74,072

New Zealand Fish and Game collects from each Fish and Game Council the Game Bird Habitat stamp fee. The fee is (\$2) from the sale of every Game Bird Licence sold from the most recently completed financial year. This fee is restricted in the use for the purpose of improving New Zealand's game bird habitat and secondarily to improve the habitat of other wildlife. Administration time is donated to the Trust by NZ Fish and Game.

Events after the balance date:

There were no events that have occurred after the balance date that would have a material impact on the Report. (2015-Nil)





Independent Auditor's Report

Audit

Grant Thornton New Zealand Audit Partnership L15 Grant Thornton House 215 Lambton Quay PO Box 10712 Wellington 6143

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To the readers of the financial statements and statement of service performance of New Zealand Game Bird Habitat Trust for the year ended 31 August 2016

The Auditor-General is the auditor of the New Zealand Game Bird Habitat Trust (the "Trust"). The Auditor-General has appointed me, Brent Kennerley, using the staff and resources of Grant Thornton New Zealand Audit Partnership, to carry out the audit of the financial statements and statement of service performance of the Trust on her behalf.

Opinion

We have audited:

- the financial statements of the Trust on pages 4 to 10, that comprise the statement of
 financial position as at 31 August 2016, the statement of comprehensive income, and
 statement of cash flows for the year ended on that date and the notes to the financial
 statements that include accounting policies and other explanatory information; and
- the statement of service performance of the Trust on pages 2-3.

In our opinion

- the financial statements of the Trust:
- present fairly, in all material respects:
 - o its financial position as at 31 August 2016; and
 - o its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Simple Format Reporting Standard – Accrual (Public Sector).



- the statement of service performance of the Trust:
 - o presents fairly, in all material respects, the Trust's achievements measured against the performance targets adopted for the year ended 31 August 2016; and
 - o has been prepared in accordance with generally accepted accounting practice.

Our audit was completed on 2 December 2016. This is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Trustees and our responsibilities, and explain our independence.

Basis of opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and carry out our audit to obtain reasonable assurance about whether the financial statements and the statement of service performance are free from material misstatement.

Material misstatements are differences or omissions of amounts and disclosures that, in our judgement, are likely to influence readers' overall understanding of the financial statements and the statement of performance. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

An audit involves carrying out procedures to obtain audit evidence about the amounts and disclosures in the financial statements and the statement of service performance. The procedures selected depend on our judgement, including our assessment of risks of material misstatement of the financial statements and the statement of service performance, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the preparation of the Trust's financial statements and statement of service performance in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control.

An audit also involves evaluating:

- the appropriateness of accounting policies used and whether they have been consistently applied;
- the reasonableness of the significant accounting estimates and judgements made by the Trustees;
- the appropriateness of the reported outputs within the Trust's framework for reporting performance;
- the adequacy of the disclosures in the financial statements and the statement of service performance; and
- the overall presentation of the financial statements and the statement of service performance.

We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements and the statement of service performance. Also, we did not evaluate the security and controls over the electronic publication of the financial statements.



We believe we have obtained sufficient and appropriate audit evidence to provide a basis for our audit opinion.

Responsibilities of the Trustees

The Trustees are responsible for the preparation and fair presentation of financial statements for the Trust that comply with general accepted accounting practice in New Zealand.

The Trustees responsibilities arise from the Public Finance Act 1989, the Crown Entities Act 2004 and the Wildlife Act 1953.

The Trustees are also responsible for preparation of the statement of service performance for the Trust, because it has elected to prepare performance information in accordance with Public Benefit Entity Simple Format Reporting Standard – Accrual (Public Sector).

The Trustees are responsible for such internal control as it determines is necessary to enable the preparation of financial statements and a statement of service performance that are free from material misstatement, whether due to fraud or error. The Trustees are also responsible for the publication of the financial statements and the statement of service performance, whether in printed or electronic form.

Responsibilities of the Auditor

We are responsible for expressing an independent opinion on the financial statements and reporting that opinion to you based on our audit, in accordance with the Public Audit Act 2001. Further, we have agreed to audit the statement of service performance that the Trustees have elected to prepare for the Trust. Therefore, we are responsible for expressing an independent opinion on the statement of service performance and reporting that opinion to you based on our audit, in accordance with the Public Audit Act 2001.

Independence

When carrying out the audit, we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the External Reporting Board.

Other than the audit, we have no relationship with or interests in the Trust.

Scent Venelez
Brent Kennerley

Grant Thornton New Zealand Audit Partnership

On behalf of the Auditor-General

Wellington, New Zealand