

Minutes of a Meeting of the  
**NEW ZEALAND GAME BIRD HABITAT TRUST BOARD**  
held at Wyndham Garden Hotel, Queenstown  
Friday 15 October 2021  
Commenced 8.30 am

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**1. Present**

Andy Tannock (Chairman), Neil Candy, John Cheyne, Jan Riddell & Mark Sutton and Chantel Whitby

**2. In Attendance**

Carmel Veitch (Finance) and Robert Sowman (Trust Board Coordinator) for full meeting.

**3. Welcome**

The Chairperson opened the meeting and welcomed those attending. This is the second meeting for this Board and the second attempt to hold this meeting. He thanked everyone for making the effort to get to Queenstown and said it was good to have a dinner together Thursday night and be able to socialise before the meeting.

**4. Apologies**

There were no apologies

**5. Conflict of Interest** Potential conflicts of interest were asked for with any grant application and/or agenda item, acknowledging Board member links to local Fish and Game regions. It was accepted that although individual members knew of particular applications, there were no financial or perceived interest to record.

**6. Confirmation of Minutes**

The minutes and notes from the previous meetings and telephone conference were considered and accepted.

Resolved: (Mark Sutton/Neil Candy):

**That the minutes of the meeting of the Trust Board held on 18 September 2020 be confirmed as a true and correct record.**

Resolved: (Jan Riddell/Mark Sutton):

**That the minutes of the Zoom conference meeting of the Trust Board held on Wednesday 28 July 2021 be confirmed as a true and correct record.**

**7. 2021 Grant Applications**

**7.1 Criteria for Assessing Applications**

At its July 2021 Zoom meeting the Trust Board agreed to adjust the application form for future rounds, asking the Referees to indicate the benefits of the site to non-game wildlife and to what extent habitat values are already present.

Chantal sent an email to Board members outlining her thoughts on the benefits of the site to non-game wildlife and what existing habitat values are present.

It was agreed to modify the application form to recognise these values. Robert is to draft potential wording and initially share this with Chantal to best capture her points before circulating to others for agreement.

### **7.2 Follow-up responses to questions raised in the July Zoom Meeting**

Answers to questions raised during the Telephone Conference are set out in Item 5.2 of this agenda. With this added information the Trust Board was able to turn its attention to consideration of all 2021 applications for habitat grant funding. In doing so, it was recognised that five applications featured One Billion Tree funding (1 BT) distinction to be considered for separate funding.

### **7.3 2021's grant application decisions**

	<b>Project Name</b>	<b>Applicant</b>	<b>F&amp;G Region</b>	<b>GBHT Grant</b>	<b>I Bill Tree Grant</b>
<b>1</b>	Adrian's Wetland	Keiran Short & Emily Newbrook	Southland	8,000	-
<b>2</b>	Barfoote Farm Pond	Trevor Barfoote	Northland	7,000	-
<b>3</b>	Burkitt Lagoon	Cat & Caleb Burkitt	Taranaki	-	-
<b>4</b>	East Pond	Tony East	Hawke's Bay	6,170	-
<b>5</b>	Eastwood Wetland	William White	Hawke's Bay	4,000	-
<b>6</b>	Fern Flats Fowl Farm	Aaron Wigglesworth	Wellington	-	-
<b>7</b>	Hazlitt Farm	Kevin Hutchinson for Bryce & Petra Hazlitt	Auckland/Waikato	-	23,597
<b>8</b>	Howatson Wetland	Glenn & Lynda Howatson	Taranaki	1,000	-
<b>9</b>	Ledhaven Wetlands	Murray Blue	Taranaki	-	-
<b>10</b>	Mitchell Farm	Kevin Hutchinson for Scott Mitchell	Auckland/Waikato	-	7,350
<b>11</b>	Mount Rowan Wetland	Blendyn Nairn	Taranaki	3,000	-
<b>12</b>	Murphy Pond	Joe Murphy	Hawke's Bay	8,000	-
<b>13</b>	Ohakune-Raetihi Rd	Garry Deadman	Taranaki	7,000	-
<b>14</b>	Pond Gully	Graham Fergus	Taranaki	2,000	-
<b>15</b>	Rakautaua Wetland	Rob Craig	Taranaki	4,000	-
<b>16</b>	Rangiatea Wetland	Tim Gorton	Wellington	-	-
<b>17</b>	Rumball/Healy Farm	Kevin Hutchinson for Elizabeth Rumball & Roger Healy	Auckland/Waikato	15,000	31,500
<b>18</b>	Silverton Pastoral	James Abbiss	Wellington	10,000	
<b>19</b>	Thornwood Farm	Shaun & Michelle Good	Auckland/Waikato		12,000
<b>20</b>	<b>Underwood Stage 2-Special Project</b>	<b>Rudi Hoetjes</b>	<b>Northland</b>	<b>50,000</b>	-
<b>21</b>	Upper Makaretu	Tom Tennent	Hawke's Bay	8,000	-
<b>22</b>	Waikuku Pond	Peter Walter	Auckland/Waikato	8,000	12,000
<b>23</b>	Whataroa Wetlands	Helen & Paul McBride	Wellington	1,500	

For full details see the attached Excel Spreadsheet (Grant application Matrix) completed during the meeting.

Resolved: (Neil Candy/Chantal Whitby)

- 1. That the Game Bird Habitat Trust Board approves**
  - a. 15 grants for 2021 totalling \$92,670**
  - b. 5 projects for One Billion Tree funding totalling \$86,447**
  - c. 1 Special Project funding of \$50,000**

**as detailed in the table of these minutes above.**

- 2. That these grants were excluding GST.**

#### **8. Review of Projects Funded Five Years Ago.**

Projects reviewed this year are those successful grant projects in 2015. Grants for one of these projects was not uplifted.

Those projects for five-year review in 2022 will be grants approved in 2016.

Resolved: (Jan Riddell/Mark Sutton)

**That the Trust Board:**

- 1. Acknowledge its appreciation to those who responded with photographs and comments.**
- 2. Agree that projects for review in 2022 will be grants approved in 2016.**

#### **9. Major projects programme**

The Trust Board's major projects include the North Island's Underwood Wetland Northland and JK Donald Wetland Wellington and the South Island's Para Wetland Marlborough and Takitakitoa Wetland Otago.

All but the JK Donald Wetland has been initiated with grant funding. The Board wants to keep the allocation set aside for the Donald block for a further year to show its support through commitment of \$18,000 in 2012 and \$82,000 in 2020. It was agreed to send a letter to Wellington Fish and Game Council reinforcing the Trust Board's commitment to the J K Donald Wetland and that the \$100,000 grant remains available for the Council to draw upon. However, if the Council does not consider it possible to draw on this grant in the foreseeable future it might like to consider releasing this commitment and reapplying for funding support when progress can be advanced with this project.

An application to support stage 2 development of the Underwood Wetland was received as part of the 2021 grant round. Due to other commitments, the Board felt it was not able to grant the full amount applied for, it wanted to show sufficient support for encourage other funding sources.

After further discussion it was agreed the Board's priority is to progress existing commitments but not openly look to support further major projects.

## 10 Te Uru Rakau One Billion Tree Programme

### *10.1 Consideration of 1 BT Applications*

The One Billion Trees Fund is to be used to support the planting of native species at sites receiving Habitat Trust funding support. The Funding Agreement with the Ministry of Primary Industries is to plant 30 ha per annum, for a total of 90 ha over a three-year funding period. It is expected that 800 plants/ha would reach 6m+ at maturity.

Within the 2021 Habitat Grant applications five were included warranting 1 Billion Tree funding to be considered. Three additional 1 BT applications have been received for properties that have not had habitat grants awarded to them in the past. Earlier concern had been expressed seeking clarification from MPI on whether the Board could consider such project. It was encouraging to receive an email from MPI recognising this fact and offering a potential solution. *“The contract currently excludes an in-kind contribution so I would suggest that we vary the contract and remove NZGBHT as a co-funder. This to me appears to be the best way forward.”*

It was agreed that Robert would follow up with MPI the suggestion to vary the contract.

Resolved: (Jan Riddell/Mark Sutton)

1. **Agree to accept the eight applications for 1 BT funding, subject to a revised Agreement with MPI.**
2. **The six applications being: Hazlitt Farm, Mitchell Farm, Rumball/Healy Farm, Thornwood Farm and Waikuku Pond from the 2021 Habitat Grant round plus the three circulated separately -**

### *10.2 Retrospective approval of funding from the One Billion Trees Programme*

Acceptance of 1 BT applications has followed email exchanges of each application. Payment follows once the plants are in the ground and have been inspected by the referees. Four projects have reached this stage and been paid the agreed amounts in the financial year ending 31 August.

Resolved: (Jan Riddell/Mark Sutton)

1. **Approval of payments of 16 Grants \$83,168.39, and**
2. **4 1BT funded projects totalling \$3,390 (paid between 1 Sep 2020 and 31 August 2021).**

## 11. Financial Reporting

### *11.1 2020/21 Draft Annual Account & Performance Report*

A set of draft accounts have been included in this agenda. The draft surplus for the year ended 31 August 2021 is \$88,633. This surplus is attributed to the 1 Billion Trees Programme and the grant received from MPI of \$75,000 for the first year. Net Assets are shown at \$1,112,417.

Before the Accounts are signed by the Chairperson for auditing, a further draft copy will be sent out to the Board.

Resolved (John Cheyne/Chantal Whitby)

- a. **That subject to the audited annual accounts being circulated to the Board members for approval, and any queries satisfactorily explained,**

**the Chairperson be authorised to sign the 2020/21 Performance Reports on behalf of the Board.**

**b. That the Financial report as at 31 August 2021 be received.**

***11.3 Grants not uplifted within two years***

A list of earlier grants approved but not uplifted within the specified two-year period have been identified and contact made to determine current status. Where those projects have been completed without grant assistance or stopped for whatever reason, the funding allocated by the Trust Board should be returned to the pool of grant funds for future allocations.

It was agreed to return funding totalling \$12,000 from three grants (grants 193,194 and 197). Those grantees are to be advised they are invited to reapply if they wish to be given future consideration.

Resolved (Jan Riddell/John Cheyne)

- 1. That outstanding grants shown in the Grants Schedule of \$157,631.50 as at 31 August 2021 be received.**
- 2. That valid requests for time extensions be given favourable consideration.**
- 3. That all other grants not uplifted within two years (\$12,000) are to be returned to the general fund and the grantee invited to reapply in a subsequent round.**

**12. New Financial Year 2021/22**

***12.1 2021/22 Budget***

For the 2021/22 financial year, a draft deficit is showing of \$44,535.

Resolved: (Neil Candy/John Cheyne)

**That subject to amendments made at the meeting, the Trust Board Budget for the 2021/22 year be approved.**

***12.2 2022 Meeting Schedule***

The Trust Board's dates for its normal 2022 meetings and Zoom conference are scheduled including dates for application closure and circulation to Board members.

It was suggested the Board considers its annual meeting in 2022 be held in Christchurch in September with a gathering on Thursday afternoon, dinner that evening, meeting Friday and a field trip Saturday.

Meaning that the schedule for 2022 will be:

- a. 30 June for close off of all habitat grant applications**
- b. Wednesday 20 July 2022 11.00 am meeting by Zoom to consider need for further application information.**
- c. Friday 23 September 2022 meeting and field trip Saturday 24 September in Christchurch.**

### **13 Habitat Stamp**

#### **13.1 Species to appear on the 2024 Habitat Stamp**

Species to be depicted on next season's game bird hunting licence will be the pheasant. In 2023 it is to be any game bird species (the winning entry being a California quail).

It was agreed that the Trust Board recommends the NZ Fish and Game Council endorse "**any game bird waterfowl species**" for depiction on the 2024 habitat stamp.

*Jan Riddell left the meeting at 3.00 pm.*

#### **13.2 Game Bird Habitat Stamp Photo Competition**

Selection of the game bird species for 2024 is recommended to follow a similar process to that for the fish licence. Steve Doughty from the NZ Fish and Game Council has helpfully secured sponsorship from Kilwell for the Habitat Stamp photo competition. This will involve three monthly prizes during May, July and July sponsored by Kilwell with a \$250 voucher and a final prize of \$1,000 from the Trust Board going to the overall winner in August. This makes the prize pool \$1,750.

The Trust Board wished to thank Steve Doughty for his help and was very happy with the proposal, with the Trust agreeing to continue to fund \$1,000 for the annual competition.

#### **13.2 Habitat Stamp fee recommendation on 2023 game licenses**

The subject of habitat stamp fees was examined. The 2020 game season fee was increased from \$3.00 to \$4.00 on every game licence. After three years at this fee, it was proposed could be increased to \$5.00.

Resolution (Mark Sutton/Chantal Whitby)

**To recommend to the NZ Council that the 2023 habitat stamp hunter contribution be increased by \$1 to be set at \$5.00.**

#### **13.4 Habitat Stamp Merchandise**

A report was provided on efforts to raise interest and commitments in integrating the habitat stamp artwork into various merchandise. After initial contacts and follow-ups, it became clear that the advent of Covid-19 has meant reassessment of potential partnerships in the short to medium term.

It was accepted that efforts to licence merchandise items depicting the Habitat Stamp artwork not be actively promoted, but remain as an opportunity open to any interested party.

### **14. Investments**

It was agreed that discussion be held with potential investors for a better savings interest rate for \$500,000 of the Boards savings.

There being no further business, the Chairperson thanked those present before declaring the meeting closed at 3.16 pm on Friday 15 October 2021.

Confirmed: \_\_\_\_\_

Date: \_\_\_\_\_