

AGENDA ITEM: 4.1

Minutes of a Meeting of the
NEW ZEALAND GAME BIRD HABITAT TRUST BOARD
held at Hawke's Bay Fish and Game Council office
Saturday 23 September 2023
Commenced 8.25 am

1. Present

Andy Tannock (Chairman), Neil Candy, John Cheyne, Andy Garrick (co-opted), Mark Sutton & Chantal Whitby

2. In Attendance

Carmel Veitch (Finance) and Robert Sowman (Administrator).

3. Welcome

The Chairperson opened the meeting, welcoming those attending and recording his appreciation of Hawke's Bay Fish and Game Council for letting the Board use the Council facility. He welcomed Andy Garrick to the team, hoping his appointment to the Board will become official after the General Election when the Minister of Conservation announces new Board appointments. There was also thanks and appreciation for John Cheyne in organising the field trip to three wetland sites on Friday. It was great to see the passion landowners like Gerald Wilson and Ben Wilson were putting in, the contribution John had made especially at Gerald's wetland, and hearing again that the funding by the Trust was a trigger to making this type of habitat creation happen. Thanks to Nathan Burkepile and Tom Winlove for their earlier contribution as referees for this region and to Kerry Meehan who joined us as the new regional manager. It was also great to have Corina Jordan, the NZFGC CEO, with us for the day and for her to meet these landowners and see their commitment to wetland management and their recognition and value placed in hunter support in the form of Trust Board grants.

4. Apologies

No apologies.

5. Conflict of Interest Potential conflicts of interest were asked for with any grant application or other agenda items. John Cheyne identified the Waingongoro project as one he has contributed advice to in the past. Andy Garrick also mentioned his role as acting Manager meant he had contact with Hawke's Bay applicants over time. However, 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 zoom conference were considered and accepted.

Resolved: (Neil Candy/Chantal Whitby):

That the minutes of the meeting of the Trust Board held on September 2022 be confirmed as a true and correct record.

The zoom meeting notes (being part of Board’s activity in the 2022/23 financial year) of August 2023 were also considered. Chantal to be corrected. Application 1 shown as Bird Haven should to be Bird Heaven.

Resolved: (Mark Sutton/Neil Candy):

That the minutes of the Zoom conference meeting of the Trust Board held on Wednesday 16 August 2023 be confirmed as a true and correct record.

7. 2021 Grant Applications

7.1 Follow-up responses to questions raised in the August Zoom Meeting

Answers to questions raised during the Zoom Conference are set out in Item 5.1 of this agenda. With this added information the Trust Board was able to turn its attention to consideration of all 2023 applications for habitat grant funding.

7.2 2023 grant application decisions

	Project Name	Applicant	Region	Referee	Funding Request	Funding Decision (Including GST)	Comments
1	Bird Heaven	Rob Simpson	Marion, Wellington	Matt Kavermann	\$4,950	\$0	Resubmit
2	Catherthun Reserve	Ben Febery	Gore, Southland	Zane Moss	\$6,672.29	\$5,000	
3	Elders Wetland	Ben Febery	Winton, Southland	Ben Febery	\$18,389.55	\$10,000	
4	Enhancing Native Wetland	Louis Genet	Dannevirke, Wellington	Madison Genet	\$2,806	\$2,800	
5	Forsyth Wetland	Ben Forsyth	Hawera, Taranaki	Allen Stancliff	\$4,344.70	\$4,000	Reassess planting
6	Harakeke Wetland	Ben Febery	Invercargill, Southland	Ben Febery	\$14,386.01	\$8,000	
7	Kinatai Wetland	Andy Whitehead	Opunake, Taranaki	Allen Stancliff	\$12,000	\$5,000	
8	Russco Farm Wetland	Paul Russell	Waipukurau, Hawke’s Bay	Tom Winlove	\$4,830	\$4,000	
9	Three Greys	Tom Collier	Waipawa, Hawke’s Bay	Nathan Burkepile	\$12,765	\$10,000	
10	Waingongoro Awa Restoration Project	Sharon Walker	Waimarama, Hawke’s Bay	Nathan Burkepile	\$60,000	\$50,000	subject to more information
11	Wainui Hills	Ben Febery	Tokanui, Southland	Ben Febery	\$26,964.97	\$15,000	Appropriate planting plan
	TOTAL Approved 2023				\$168,108.52	\$113,800.00	

One application was declined due to insufficient information being supplied and another three had conditions added with approvals. For full details see the Spreadsheet (2023 Grant application Matrix) completed during the meeting.

Resolved: (Mark Sutton/Neil Candy)

- 1. That the Game Bird Habitat Trust Board approves 10 grants for 2023 totalling \$113,800 including GST (\$98,957 ex GST) as summarised in the table of these minutes above.**
- 2. That these grants were excluding GST.**

8. Review of Projects Funded Five Years Ago.

Projects reviewed by the Board this year are those successful projects that received grants in 2017. Unfortunately, no review was received for ten of these seventeen projects. The Board registered its disappointment in not getting this information. It was explained that at the last meeting the Board decided only to review projects with grants over \$10,000. However, under such a review, only one, Arranmore Wetland, would have been reported. Nevertheless the Board decided to retain the \$10,000 or more criteria for future reviews to make it worthwhile for field staff to continue putting time into visits and providing comments of these sites.

Those projects for five-year review in 2024 will be grants approved in 2018, of which 4 are over \$10,000.

Resolved: (Chantal Whitby/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 2024 will be grants approved in 2018 with grants over \$10,000.**

9. Review of the Habitat Grant programme

A set of tables were provided to show the hectares created over 3 years by the grants programme. A further table showed the income from the stamp programme over 15 years, and a table totalling grant applications, approvals and funding of projects over the last 15 years. This information was presented as background knowledge and provided general discussion without further action.

10 Te Uru Rākau One Billion Tree Programme

10.1 Consideration of 1 BT Applications

The Funding Agreement of 2021 with Te Uru Rākau – NZ Forest Service (part of MPI) was to plant 30 ha per annum, for a total of 90 ha over a three-year funding period. The criteria of \$4,000 per hectare was also set out in the Agreement but overlooked in GBHT allocation of funding. This has resulted in ongoing discussion with Te Uru Rākau over how much funding will get approval from them. The agreement ends in 2023 and there is no further funding to be allocated. The Board will honour its funding commitment to landowners. The Board accepts this update report and waits to hear further from Te Uru Rākau and what this may involve.

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 2022 is \$52,925. Net Assets are shown at \$1,095,562.

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

Resolved (Mark Sutton/Chantal Whitby)

1. **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 2022/23 Performance Reports on behalf of the Board.**
2. **That the Draft Financial report as at 31 August 2023 be received.**

11.2 Update on Grants Paid and those Outstanding

There are currently 34 outstanding grants totalling \$279,214, with 11 yet to be uplifted within the required two-year period. These 11 grants total \$145,631, include a single grant of \$100,000 remaining active for the J K Donald Wetland. Discussion concluded that only those requesting a continuation of the grant period should be retained. The rest should be withdrawn with the understanding that such funding can be reapplied for in the future.

Resolved (John Cheyne/Neil Candy)

That

1. **Grants Schedule of \$279,214.15 be received as at 31 August 2023.**
2. **Approval of payments of 6 grants totalling \$46,503.70**
3. **Outstanding Grants to be actioned include:**
 - a. **five grants totalling \$122,131.50 that are withdrawn (Waikanae Extension \$6,000, Pounamu \$131.50, Takitakitoa \$10,000, Linton Waterfowl \$6,000, J K Donald \$100,000)**
4. **Approval of 1 Billion-Tree Payments totalling \$75,901.71**

11.3 Making changes to Business Online and Signatories

At present term deposits are not visible on the Business Online account. Bank confirmation is mailed to the Auditor with a copy being sent by mail to the Trust. It is suggested that no additional trustee names be added to the Authority until the Minister has approved new Trustees.

Resolved (Mark Sutton/John Cheyne)

1. **Term Deposits approved to be accessed via Business Online**
2. **Bank Confirmation report to be sent by email in the future**
3. **Remove John Cheyne and Jan Riddell as signatories on the account**
4. **Add Chantal Whitby to sign all bank forms on behalf of the Trust**
5. **Andrew Tannock, and Neil Candy to sign all 3 bank forms on behalf of the Trust.**

12. New Financial Year 2023/24

12.1 2023/24 Budget

For the 2023/24 financial year, a draft deficit is showing of \$94,930. No further changes to the budget occurred following discussion at the meeting.

Resolved: (Mark Sutton/John Cheyne)

That the Trust Board Budget for the 2023/24 with a deficit of \$94,930 be approved.

12.2 2024 Meeting Schedule

It was suggested the Board considers its annual meeting in 2024 be held in Wellington in August. From a financial year perspective this will mean two meetings (the September 2023 meeting and August 2024 meeting) would be budgeted in the same financial year. It was proposed to meet the evening before the meeting to allow for the Board to socialise and be able to advance discussions on any particular issue before the meeting.

Resolved: (Chantal Whitby/Neil Candy)

That the meeting schedule for 2024 will be:

- 1. 30 June for close off of all habitat grant applications**
- 2. Wednesday 17 July 2024 11.00 am meeting by Zoom to consider need for further 2024 grant application information.**
- 3. Thursday 22 August 2024 meeting in Wellington.**

13 Habitat Stamp

13.1 Game Bird Habitat Stamp Photo Competition

Selection of the game bird species for 2026 is recommended to follow the established process adopted for the photo competition in recent years, with a prize of \$1,000 from the Trust Board and \$1,000 voucher from Kilwell going to the overall winner in August. This makes a grand prize of \$2,000 for the competition.

Discussion to create wider participation suggested involving secondary schools or a similar group as a way of engaging others in the process. Andy Tannock and Robert Sowman are to advance this thinking further and prepare an appropriate letter to the NZ Fish and Game Council.

Resolved: (Chantal Whitby/Neil Candy)

That the Trust Board:

- 1. Note Judges will select the overall winner for the 2026 habitat stamp competition.**
- 2. Note the winner will be contacted privately. The public will not be informed of the winner until the Game Bird Habitat Stamp is launched on World Wetland's Day, 2 February 2026.**
- 3. Write to Kilwell and thank them for its sponsorship.**
- 4. Write to NZ Fish and Game Council suggesting greater participation could be achieved by approaching other groups to become involved.**

13.2 Species to appear on the 2025 Habitat Stamp

Species to be depicted on next season’s 2024 game bird hunting licence will be the mallard drake. In 2025 the winning entry was a pukeko. Both images resulted from a competition to select from any game bird species.

It was agreed that the Trust Board recommends the NZ Fish and Game Council continues to endorse “any game bird species” for depiction on the 2026 habitat stamp.

Resolved: (John Cheyne/Neil Candy)

That the NZ Game Bird Habitat Trust Board recommends the NZ Fish and Game Council endorses through a photo competition the best image of any game bird species to be depicted on the 2026 habitat stamp.

13.3 Habitat Stamp fee recommendation on game licences

The 2023 game season fee was increased from \$4.00 to \$5.00 on every game licence. It was recognised that Fish and Game has already set its licence fees for the 2023/24 seasons. The Board accepted there was no wish to propose a further increase in the fee at this time with the \$5.00 being retained for the 2025 game licence.

Resolved: (Mark Sutton/Chantal Whitby)

To recommend that the NZ Fish and Game Council maintains the Game Bird Habitat Stamp fee contribution made by hunters in 2025 at \$5.00.

14. Grant application process and forms

A workshop style discussion was undertaken to discuss suggestions and agree on content for grant application forms. Andy Garrick, Chantal Whitby and Robert Sowman were asked to take the ideas expressed and draft up a new set of forms for comment by Board members. Ideally, a new set of forms will be available in early 2024 but it was accepted that if necessary the old forms can remain in place for a further year.

15. Hunters for Conservation

Andy Tannock outlined the newly formed Hunters for Conservation Trust as a group of prominent brokers proposing to go to philanthropists for funding. The Trust proposes to provide direct financial support to selected activities and enhance collaboration among agencies and hunting interest groups. Andy recommended the GBHT to be prepared to engage with the Hunters Trust by setting out what it does and what support it needed. GBHT has credibility, it is a charitable trust and worthy habitat conservation agency to put its hand up to be included when larger sums of funds become available. Andy Tannock agreed to keep the Board informed and work with Robert Sowman to prepare any material that might assist the Trust’s cause.

There being no further business, the Chairperson thanked those present before declaring the meeting closed at 1.30 pm on Saturday 23 September 2023.

Confirmed: _____

Date: _____