



Friends of Mana Island

Performance Report 2016



**Friends of Mana Island Statement of Service
and Financial Performance in 2016**

FRIENDS OF MANA ISLAND INC
PERFORMANCE REPORT 2016
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**FRIENDS OF MANA ISLAND INC
ENTITY INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2016**

Legal name	Friends of Mana Island Incorporated ("FOMI")
Type of entity	Incorporated Society - Registration number 932457 Registered Charity - CC27290
Purpose	<p>FOMI was established for educational and charitable objects and purposes and, in particular, to:</p> <ol style="list-style-type: none">Promote and enhance the Scientific Reserve on Mana Island and to ensure the continuance of the project to provide financial, material and physical support for the work on Mana Island;Encourage and provide opportunities for persons and corporate bodies within New Zealand to take an active interest in all aspects of conservation on Mana Island;Promote and heighten public awareness of the existence, role and activities of Friends of Mana Island;Do all such things as are conducive or incidental to the attaining of the said objects or any of them.
Governance	FOMI is governed by an Executive Committee, comprised of the President, Vice-President, Treasurer, Secretary, a Ngati Toa representative plus four others all of whom are elected at the annual general meeting.
Executive Committee	<p>Brian Bell (President) Linda Kerkmeester (Vice President) Julie Harrison (Secretary to 12 October) (resigned 12 October 2016) Dick Fernyhough (Treasurer) Sue Chesterfield (resigned 16 March 2016) Jason Christensen John McKoy (appointed 16 March 2016) Philippa Doig (appointed 13 April 2016, Secretary from 12 October 2016) Philippa Sargent (appointed 12 October 2016) Dale Shirtliff Nathan Te Rei (Ngati Toa Representative)</p> <p>In addition to the above, the Executive Committee has co-opted Darlene Adams as Membership Secretary.</p>
Sources of cash & resources	FOMI's activities are funded from membership subscriptions, donations, grants from commercial and philanthropic organisations, and interest received from its investments. It also relies on volunteers to assist with its various projects, input from the Department of Conservation, with which it has a close working relationship, and Ngati Toa.
Directory	Postal address; PO Box 54-101, Mana, Porirua 5247 Website: www.manaisland.org.nz

**FRIENDS OF MANA ISLAND INC
STATEMENT OF SERVICE PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2016**

OUTCOMES

The three principal outcomes sought by FOMI are to:

1. Promote and enhance the Scientific Reserve on Mana Island and to ensure the continuance of the project to provide financial, material and physical support for the work on Mana Island.
2. Encourage and provide opportunities for persons and corporate bodies within New Zealand to take an active interest in all aspects of conservation on Mana Island.
3. Promote and heighten public awareness of the existence, role and activities of FOMI.

OUTPUTS

Outputs achieved during 2016 included:

Fairy Prion Translocation Project

- In January 2016, a team of volunteers representing FOMI, DOC and Ngati Koata, joined the rangers on Stephens Island/Takapourewa to collect 100 fairy prion chicks for translocation to Mana Island. More than 1,500 burrows were visited to select chicks of the right weight and wing length for translocation. This was a follow-up to a successful project managed by FOMI in 2015.
- The fairy prion chicks were transported by helicopter and met by the FOMI team on Mana Island for feeding and housing in artificial burrows until fledging.
- This proved to be a very successful process with a 100 percent fledging rate of the chicks on Mana Island.
- Thanks to all the volunteers involved, and a special thanks to OMV New Zealand Limited which sponsored the cash costs for the project.

Fluttering Shearwater Monitoring and Maintenance

- In early January 2016, 25 fluttering shearwater chicks were banded before they fledged.
- In August 2016, FOMI volunteers spent six nights monitoring the birds who were returning to breed on Mana Island. 30 pairs of fluttering shearwater adults were recorded with up to 30 chicks predicted.
- Maintenance was carried out during the year on the birds' artificial burrows, including clearing vegetation off burrow lids and entrances and replacing deteriorating burrow materials.

Seabird Survey

- In 2018-2020 FOMI is proposing to translocate white-faced storm petrel to Mana Island (see "Future Translocations" on page 4). As a precursor to this translocation, we contracted an ecologist to survey seabird species on Mana Island using a certified wildlife detector dog. This work was undertaken in November 2016.
- An unexpected outcome was the discovery of numerous little blue penguin nests along the east coast of Mana Island, with DOC suggesting this could be the largest colony in the Wellington region.

Gannet Colony Establishment

- The moving of the concrete gannet colony from the southwest of Mana Island to the northeast corner in 2013 is now bearing fruit. We have two regular male visitors to the colony, the first named Nigel who has made a nest and settled in, and another male named Norman who has joined him.
- FOMI volunteers have been busy keeping weeds down and spraying white paint near the concrete birds to resemble guano.
- Half the concrete gannets have been repainted in a trial to see whether a brighter neck colour (orange instead of dull yellow) makes a difference in attracting female gannets. The richer colour is said to be a sign that the birds are ready to mate.

**FRIENDS OF MANA ISLAND INC
STATEMENT OF SERVICE PERFORMANCE (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2016**

Future Bird Translocations

- With assistance from DOC, FOMI prepared project proposals which successfully secured funding from OMV New Zealand Ltd for two new bird translocations to Mana Island - fernbirds and white-faced storm petrels.
- The fernbird translocation is planned for 2018, and the white-faced storm petrels translocation will occur from 2018-2020. (Refer Note 2.)

Floral Diversity Project

- FOMI contracted a botanist, Matt Ward, who, together with two FOMI volunteers, visited the island twice in 2016, before preparing a draft of the Floral Diversity Report which comprises the second stage of the floral diversity project. This stage involves the ground truthing of floral restoration work that has been undertaken in the past, and the desktop findings of the Stage One report.
- DOC reviewed the draft report, which was approved and finalised in August 2016.
- The report suggests additional species, including threatened plants, which could be introduced to the restoration programme, suggestions for replanting the Waikoko Wetland, and discusses several other plantings and maintenance work.
- The report provides a clear direction for ongoing volunteer work in terms of seed collection, plant propagation and planting, including enhancement of the wetland as a significant coastal freshwater habitat, together with a proposed walkway and bird hide to add to the visitor experience.

Ngahere Gecko Monitoring

- During the year we worked with Winstone Aggregates Limited, EcoGecko Consultants Limited and Ngati Toa, and provided volunteers for weekend monitoring work for the Ngahere gecko on Mana Island.
- The gecko are currently housed within a fenced area, to develop a self-sustaining population before the fence is removed.

Whitaker's Skinks Pitfall Trapping in Pukerua Bay

- The nationally endangered Whitaker's skink is found in a small rocky area in Pukerua Bay, Porirua. Work to protect the skinks continued in 2016 with ten FOMI volunteers continuing to monitor 46 mustelid (weasel, ferret, and stoat) traps on the boundaries of the Pukerua Bay Scientific Reserve. All catches were recorded on the DOC database.
- The aim is to trap and transfer Whitaker's skinks to begin a colony on Matiu Somes Island. This project provides valuable lizard handling and identification skills for volunteers working on Mana Island. The annual trapping work from January to March did not result in the capture of any Whitaker's skinks this year. There is a lot of by-catch as the area has a large lizard population. All lizards caught were identified and released.

Working Bees on Mana Island

- In 2016, FOMI held five weekend working bees held on the Island, with teams of volunteers staying overnight.
- Key tasks tackled included light-welling slower growing canopy trees, weeding, assembling sooty shearwater burrows, track maintenance, Weta Valley clearing and planting, and takahe pen repairs.

Guided Trips and Booklets

- FOMI conducted eight guided trips to the island in 2016, comprising 209 passengers plus guides. A further twelve trips are planned from January to June 2017. Two guides accompany each trip with a maximum of 28 participants per trip. Knuckle Charters provide a very good and professional service for transport to and from the Island.
- In 2016 FOMI erected marker posts around the island at various points of interest. These points match a new self-guided brochure produced for independent visitors and available in the woolshed on the island.
- The marker posts also align with information in a new Standard Operating Procedures & Interpretive Information booklet developed by FOMI for use by guides. It was published in 2016, together with laminated maps of the island.
- FOMI has 12 guides available for trips, 9 fully qualified and 3 in training. Eight guides hold current first aid certificates and the remaining four will complete theirs in early 2017.

**FRIENDS OF MANA ISLAND INC
STATEMENT OF SERVICE PERFORMANCE (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2016**

Visitor/education/biosecurity Centre Proposal

- Funding was secured from Trust House Limited to assess the business viability of a proposed visitor centre near the Paremata Bridge. The centre could operate as an education facility and biosecurity checkpoint for Mana Island.
- FOMI and Plimmerton Rotary led the assessment and hired a consultant to undertake a feasibility study. A meeting of potential stakeholders was held in November to assess demand and interest in taking the concept further.
- The consultant has subsequently produced a draft report which recommends no further action is taken to develop the proposal and suggests FOMI and Plimmerton Rotary engage with Porirua City Council, with the focus being on further developing their respective offerings to regional visitors.

Monitoring and Information

- In 2016 FOMI set up a new project to:
 - organise information stemming from activities on Mana Island to ensure that progress on the restoration of Mana Island can be effectively monitored and publicised
 - establish an information “hub” for Mana Island
 - review and, where possible, improve the monitoring of the ecological restoration of Mana Island.
- In April 2016, FOMI executive members participated in an informative Citizen Science Working Group organised by the NZ Landcare Trust. We also established an accessible information hub in Google Drive; reviewed existing data sources; started compiling data into a database; and completed a bibliography of ecological and conservation work relating to Mana Island.

Strategic Planning

- In September 2016, the FOMI Executive, together with past Presidents Brian Paget and Colin Ryder, held a strategy day to reconfirm FOMI’s objectives and vision for Mana Island, consider the direction of partnership relations with DOC and Ngati Toa, review progress made on restoration, revisit priorities and plan for the future.
- The outcomes of the strategy meeting will be discussed with DOC and Ngati Toa to ensure alignment of all parties priorities and plans for the Island.

Publicity and Promotion

- During 2016 several stories about FOMI’s work on Mana Island attracted media attention. In February, the proposal for a visitors centre near the Paremata Bridge was covered in local media. In August a story about Nigel, the then only resident gannet on the Island made local and national news, with FOMI’s video of the gannet wooing a concrete gannet featuring on Stuff. In December, FOMI’s seabird survey attracted coverage, including the special dog used to find seabird nests. The discovery of a large number of little blue penguin nests on the island was good news.

Health & Safety Documentation

- Health and safety documents were prepared in 2016 to cover all known hazards which could be experienced in activities carried out by FOMI, for example, working bees, guided trips, Pukerua Bay trapping, bird transfers (source and release colonies) and night monitoring of bird colonies. These documents have been vetted by DOC and will be regularly updated.

Operations Manual

- An operations manual was compiled in 2016 for FOMI Executive members. It outlines the policies and guidelines for the organisation’s activities including working bees, guided trips, health and safety, membership subscriptions etc.

Membership

- Paid-up membership of FOMI (as at 31 December) rose from 121 members in 2015 to 133 members in 2016, an increase of nearly 10 percent. (Refer Note 9.)

Volunteer Hours

- For the year ended 30 June 2016 (DOC’s financial year), FOMI contributed an estimated 3,308 volunteer hours. (2015: data unavailable)

**FRIENDS OF MANA ISLAND INC
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 DECEMBER 2016**

<u>Revenue</u>	Notes	2016	2015
Subscriptions - renewals		2,435	2,009
- new members		704	617
		<u>3,139</u>	<u>2,626</u>
Donations & grants:			
Brother International (NZ) Limited		-	9,821
Brother Industries Limited (Japan)		-	6,986
Trust House Limited	4	20,000	-
Less unused grant with conditions	5	<u>20,000</u>	-
OMV New Zealand Limited	1 & 2	23,500	25,000
Less unused grant with conditions	5	<u>22,472</u>	-
Wellington Community Trust	3	6,551	3,449
Sundry donations		1,385	1,330
		<u>12,103</u>	<u>49,212</u>
Fundraising income	9	1,999	535
Interest received	6	1,455	2,672
		<u>15,557</u>	<u>52,419</u>
<u>Expenses</u>			
Projects			
Seabird dog survey		1,028	-
Fairy prions		17,556	18,621
Floral biodiversity enhancement		9,377	5,508
Fluttering shearwaters		1,738	2,126
Gannets		-	200
General maintenance		348	2,557
Interpretation & guiding		3,496	-
Sooty shearwaters		1,056	-
Whitaker's skinks		9	612
		<u>34,608</u>	<u>29,624</u>
Administration expenses		1,189	272
Depreciation	7	2,633	2,725
Guide jackets and badges		510	1,752
Storage		1,004	1,004
Web hosting and design expenses		225	220
Total expenses		<u>40,169</u>	<u>35,597</u>
(Deficit)/surplus for the year		<u>(24,612)</u>	<u>16,822</u>

The Statement of Accounting Policies on page 9, and the Notes on pages 10 - 11, form an integral part of these financial statements

**FRIENDS OF MANA ISLAND INC
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2016**

Assets	Notes	2016	2015
Current Assets			
Taranaki Savings Bank – current account		25,681	56,951
Taranaki Savings Bank – term deposits	8	56,558	15,300
Accounts receivable		261	-
GST receivable		-	606
Stock on hand (T shirts)		727	-
Accrued interest		84	38
Total Current Assets		83,311	72,895
Fixed Assets			
	7		
Mobile field station		1,600	1,800
Global positioning system devices		600	800
Whitaker's skink cages		5,599	7,465
Sundry assets & loose tools		1,468	1,835
Total Fixed Assets		9,267	11,900
Total Assets		92,578	84,795
Liabilities			
Current Liabilities			
Accounts payable and accruals		806	6,468
GST payable		2,058	-
Unused grants with conditions	5	42,472	6,551
Subscriptions paid in advance		130	261
Other prepaid income		209	-
Total Current Liabilities		45,675	13,280
Net Assets		46,903	71,515
Accumulated Funds			
Opening balance		71,515	54,693
(Deficit)/surplus for the year		(24,612)	16,822
		46,903	71,515

.....
Brian Bell (President)

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Dick Fernyhough (Treasurer)

Date: 8 February 2017

The Statement of Accounting Policies on page 9 and the Notes on pages 10 - 11, form an integral part of these financial statements

**FRIENDS OF MANA ISLAND INC
STATEMENTS OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2016**

	Notes	2016	2015
Cash Flows from Operating Activities			
Donations and grants			
Brother International (NZ) Limited		-	9,821
Brother Industries Limited (Japan)		-	6,986
OMV New Zealand Limited	1 & 2	23,500	25,000
Trust House Limited		20,000	
Wellington Community Trust	3	-	10,000
Other		1,385	1,330
		<u>44,885</u>	<u>53,137</u>
Fundraising activities		11,389	5,934
Interest		1,408	3,204
Members' subscriptions		3,009	2,861
Net GST		2,665	883
		<u>63,356</u>	<u>66,019</u>
Cash was applied to –			
Projects -			
Fairy prions		18,419	17,918
Floral biodiversity enhancement		12,826	2,059
Fluttering shearwaters		2,044	2,645
Sooty shearwaters		1,056	-
Gannets		-	200
Interpretation & guiding		3,497	-
Island maintenance		3,498	1,759
Seabird dog survey		1,028	-
Whitaker's skinks		9	694
		<u>42,377</u>	<u>25,275</u>
Administration		1,463	441
Fundraising activities		8,524	5,400
Guide jackets and badges		-	1,752
Storage		1,004	1,004
		<u>53,368</u>	<u>33,872</u>
		<u>9,988</u>	<u>32,147</u>
Net Cash Flows from Operating Activities			
Cash Flows from Investing and Financing Activities			
Cash was received from -			
Proceeds from term deposits		15,300	70,000
Cash was applied to -			
Investment in term deposits		56,558	50,300
Purchase of tools		-	1,294
Purchase of Whitaker's skink cages		-	4,320
		<u>56,558</u>	<u>55,914</u>
		<u>(41,258)</u>	<u>14,086</u>
Net Cash Flows from Investing and Financing			
Net (decrease)/increase in cash			
Opening cash		(31,270)	46,233
		56,951	10,718
Closing cash		<u>25,681</u>	<u>56,951</u>
This is represented by -			
Taranaki Savings Bank – current account		<u>25,681</u>	<u>56,951</u>

The Statement of Accounting Policies on page 9, and the Notes on pages 10 - 11, form an integral part of these financial statements

**FRIENDS OF MANA ISLAND INCORPORATED
STATEMENT OF ACCOUNTING POLICIES
FOR THE YEAR ENDED 31 DECEMBER 2016**

Basis of preparation

Friends of Mana Island Incorporated ("FOMI") has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting – Accrual ("the Accrual Standard") on the basis that it does not have public accountability and 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 FOMI will continue to operate in the foreseeable future.

Goods and Services tax (GST)

All amounts are recorded exclusive of GST.

Income Tax

FOMI is wholly exempt from New Zealand income tax, having fully complied with all statutory conditions for these exemptions.

Bank accounts and cash

The bank account in the Statement of Cash Flows is FOMI's operating bank account.

Changes in accounting policies

There have been no changes in accounting policies in the financial year (2015: nil)

Depreciation

Depreciation has been provided for using the following rates:

Mobile field station	10% SL
GPS devices	20% SL
Whitaker's skink cages	20% SL
Sundry assets & loose tools	20% DV

Interest received

Interest earned from the FOMI operating bank account is accounted for as received.

Interest earned from term deposits is accounted for on an accrual basis.

**FRIENDS OF MANA ISLAND INC
NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 31 DECEMBER 2016**

NOTE 1 OMV NEW ZEALAND LIMITED (“OMV”) AND FAIRY PRION PROJECT

The fairy prion project involved the translocation of fairy prion chicks from Stephens Island to Mana Island in January 2015 and 2016. Costs associated with the transfers were spread over the financial years ended 31 December 2014, 2015 and 2016. This project is now complete.

NOTE 2 OMV NEW ZEALAND LIMITED (“OMV”) ONGOING PROJECTS

OMV offered, in a Sponsorship Letter Agreement dated 5 December 2016, to fund a seabird dog survey in 2016, a fern bird translocation in 2018 and a white-faced storm petrel translocation from 2018 to 2020. The total GST exclusive grant of \$117,500 is to be paid by equal annual instalments of \$23,500 plus GST, spread over 5 years, commencing in 2016. The offer was gratefully accepted by FOMI and the first instalment was received on 30 December 2016.

NOTE 3 WELLINGTON COMMUNITY TRUST

This was a \$10,000 grant received from the Wellington Community Trust for the second stage of the Floral Diversity Enhancement Project. This project is now complete.

NOTE 4 TRUST HOUSE LIMITED (TRUST HOUSE)

As at the date of this report, the consultants draft report (refer *Visitor/education/biosecurity Centre Proposal* on page 5) has yet to be formally adopted but there is every likelihood it will be. The consultant’s fee, when received, will be paid from the Trust House grant and any surplus refunded to Trust House.

NOTE 5 UNUSED GRANTS WITH CONDITIONS

	2016 Grant	2016 Spent	2016 Unspent	2015 Grant	2015 Spent	2015 Unspent
Wellington Community Trust	-	-	-	10,000	3,449	6,551
Trust House Limited	20,000	-	20,000	-	-	-
OMV New Zealand Limited	23,500	1,028	22,472	-	-	-
	43,500	1,028	42,472	10,000	3,449	6,551

NOTE 6 INTEREST RECEIVED

Interest received from Taranaki Savings Bank:

	2016	2015
Operating account	651	1,157
Term deposits	804	1,515
	\$1,455	\$2,672

NOTE 7 FIXED ASSETS

	Cost or Valn	Depn to 31 Dec 15	Book Value 31 Dec 15	Current year Acquisitions	Current Year Depreciation	Book Value 31 Dec 16
Mobile field station	2,000	200	1,800	-	200	1,600
GPS devices (2)	1,000	200	800	-	200	600
Whitaker skink cages	9,331	1,866	7,465	-	1,866	5,599
Sundry assets	1,000	200	800	-	160	640
Loose tools	1,294	259	1,035	-	207	828
	14,625	2,725	11,900	-	2,633	9,267

**FRIENDS OF MANA ISLAND INC
NOTES TO THE PERFORMANCE REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2016**

NOTE 8 TERM DEPOSITS

Reference	Maturity	Rate	2016	2015
003	4 June 2017	3.15%	15,794	15,300
005	27 January 2017	3.10%	17,264	-
006	30 June 2017	3.30%	23,500	-
			<u>56,558</u>	<u>15,300</u>

NOTE 9 FUNDRAISING

	2016	2015
Island visits by members and the public	1,987	383
Profits from sale of merchandise	12	152
	<u>1,999</u>	<u>535</u>

NOTE 10 MEMBERSHIP

	2016	2015
Adults	62	62
Families	63	53
Students	2	2
Corporates and clubs	4	3
Life	2	1
	<u>133</u>	<u>121</u>

NOTE 11 CONTINGENT LIABILITIES AND CAPITAL COMMITMENTS

There are no contingent liabilities or capital commitments at balance date. (2015: nil)

NOTE 12 RELATED PARTY TRANSACTIONS

FOMI has a close working relationship with the Department of Conservation (DOC). FOMI's rules provide that any project or assistance given in respect of Mana Island must be approved by DOC.

Transport costs to the Island for maintenance purposes are be shared equally with DOC for four visits during FOMI's financial year ended 31 December 2016. The four visits and the recovery from DOC, have been accounted for in these financial statements.