

# New Zealand Farm Environment Award Trust

## DRAFT ANNUAL PLAN –2008/2009

[Draft Statement of Corporate Intent]

### **Trust Objects**

The Objects of the Trust, referred to in the Deed as the Charitable Objects, are listed in Clause 5 and are:

5.1 The principal charitable object of the Trust shall be:

The advancement, education, assistance and promotion of sustainable environmental management of land and other natural resources on farms within New Zealand.

5.2 Other charitable objects of the Trust shall be:

a. The promotion of the principal object by way of education, events, prizes and otherwise.

b. The provision of financial assistance for those participating in and contributing to achieving the principal object.

c. Such other activities that are consistent with the attainment of the principal object.

5.3 In interpreting the terms of this trust deed and undertaking the rights, powers and duties:

a. The principal object in clause 5.1 shall take precedence;

b. All other objects shall be pursued to further the principal object;

c. The Trustees shall as far as practicable use objective criteria to determine sustainable environmental management.

### **1.0 Mission:**

To be the leading independent advocate for sustainable management of land and other natural resources on New Zealand farms.

### **2.0 The Nature and Scope of the Activities to be Undertaken:**

It is the Board's intention to continue the multi-pronged approach to achieving its objects by:

#### **2.1 Ballance Farm Environment Awards**

**Developing and expanding the regional Ballance Farm Environment Awards throughout New Zealand.**

Governance and oversight of the awards process including:

- a. Support for and enabling of administration of the awards to grow and meet the NZFEA Trust Objects;
- b. Recognition of the role of sponsors and partners in this programme of work;
- c. Development of judging criteria with progressive improvement and encouragement of a more “whole farm system” approach in evaluating sustainable environmental management;
- d. Support and training of judging teams;

Supported by the:

Awards Plan –

Including:

- Consolidating and supporting the BFEA competition in the current participating regions;
- Growing the awards programme into other regions of the country with the objective of adding another region effective as of 1 July 2009 for the 2009/10 awards programme.
- Ensuring that the filming of all regional BFEA finalists is conducted in a professional and coordinated manner and that regional organisations are engaged through the process.

Sponsorship Policy –

Including:

- Ensuring that existing sponsors are maintained and that another two sponsors for the BFEA programme be recruited, taking the family of sponsors to a maximum of eight.
- Ensuring that partnership opportunities developed for the New Zealand Farm Environment Award Trust are clearly differentiated from sponsorship of the BFEA.

Judging Management Plan and Resources –

Including:

- Defining a comprehensive national judging protocol to provide consistency of judging standards throughout the country taking into account new environmental considerations, e.g. carbon footprints.

## 2.2 Communications

**Publicising Trust activities through Media and Marketing Plans, improving internal communications and promoting the uptake of key practices that contribute to a “whole-farm” approach to sustainable environmental management through publications, extension and partnership programmes.**

- a. Develop Media and Marketing Plans to increase the exposure of the Trust, its activities and sustainability role models it identifies.
- b. Improve internal communications between the national trust and its regional organisations
- c. Evaluate and determine information needs and barriers to uptake.
- d. Encourage and support regional initiatives to integrate partners and sponsors working with farmers on “whole of farm sustainability”

- e. Continue and develop partnership programmes consistent with the principal object.
- f. Draw on a broad range of good practice methods from the BFEA and elsewhere so as to achieve take-up and integration of these as a “whole-farm” approach to the sustainable environmental management of land and other natural resources on New Zealand farms.
- g. Review Trust and Award related publications (including website and DVD) and produce new material to ensure that information provided is current and relevant.
- h. Consider producing a national publication detailing all regional winners and/or finalists

### **2.3 Sustainability Showcase**

**Running an annual National Showcase of examples of excellence in progress towards whole of farm sustainability and BFEA supreme winners;**

- a. Support the development of this annual function as an opportunity to demonstrate to both the farming and general public, examples of sustainable land management, and to use this event to promote the primary objective of the Trust.
- b. Get more “mileage” (promotion and uptake of the ideas through media coverage, sponsor support and ongoing interest) from the event and the keynote address by identifying an “ambassador/advocate/scholar” of best practice.

### **2.4 Administration, Regional Support Network and Organisation**

**Developing and consolidating organisational networks, to support the above.**

- a. Secure financial support for a national administration of the Trust from Government or other public or private institution or individuals including the development of partnership agreements.
- b. Establish policy to ensure that partnership opportunities be developed for the New Zealand Farm Environment Award Trust are clearly differentiated from sponsorship of the BFEA (c.f. 2.1).
- c. Assist stakeholders in the current participating regions in establishing Regional Farm Environment Award Trusts or equally mandated organisations so as to fully meet (by the end of 2008/9 year) the approval status for accountability and election participation and to assist in the establishment of at least one additional regional trust the following year.
- d. Build the NZFEA Trust capacity into future budgets for initiatives to be trialled in regions on the basis that they may then become best practice for all regions. This may mean the establishment of a designated contestable fund within the budget.
- e. Build upon partnership opportunities such as the DairyNZ model developed in 2007 to take advantage of joint venture business that will benefit the NZFEA Trust and industry.

### **3.0 Other matters**

- 3.1 For the purpose of defining eligibility to enter the awards:  
A “Farm” is deemed to be **An economic enterprise based on the productive or amenity use of soil.**  
The nature of the farm should be such that there is potential for the farming practices/farmers to be meritorious examples/role models to the stakeholders of the sustainable management of land and other natural resources on farms with in New Zealand.
- 3.2 Where available use objective criteria for the assessment of sustainable environmental management of land and other natural resources.
- 3.3 Development of accounts system towards full electronic transactions.

### **4.0 Accounting Policy**

- 4.1 The General Manager (and any other person only by arrangement with the General Manager, which shall include appropriate acknowledgement of the receipt of the goods or services) is to have delegated authority to place orders with suppliers for purposes and amounts specified in the budget.
- 4.2 The General Manager (and any other person only by arrangement with the General Manager, which shall include appropriate acknowledgement of the receipt of the goods or services) is to have delegated authority to place orders with suppliers for purposes and amounts specified in the budget.
- 4.3 The General Manager is to keep complete and accurate financial records including a monthly schedule of accounts due for payment. Routine and within budget transactions are to be made only following approval by the Treasurer or another nominated Trustee with extra - ordinary transactions requiring Board approval.
- 4.4 Two trustees (Treasurer and Chairperson) and the General Manager will have signing authority on the account, with two signatures being required for any payment made
- 4.5 The Treasurer will present a financial report to each meeting of the Trustees. This will show a list of all accounts paid since the previous meeting of the Trust, bank account balances and a variance report of the expenditure against the budget.
- 4.6 All accounts documents are to be presented to the Trust's auditors each year for audit approval.

### **5.0 Performance Targets and Other Measures by which the Performance of the Trust may be Judged in Relation to the Objects;**

- 5.1 Award running in 9 regions with future development planning advanced.

- 5.2 Increased entrant numbers in Awards in existing participating regions over previous year with a minimum of 20 per region.
- 5.3 Sustainability message heard by more practicing participants in judging processes, ceremonies and field days.
- 5.4 All Award regions providing judges training.
- 5.5 Extension plans are advanced as programme completes so as not to lose opportunities for information transfer.
- 5.6 Showcase well attended and publicised in all regions from which participating farmers drawn.
- 5.7 Sponsors and regional partners recognised in relevant events and publications and retained as active participants for following year.
- 5.8 Publication protocols for BFEA and extension activities established with systematic address format.
- 5.9 Regional organisations associated with the Trust transparent and accountable to participating and contractual parties with clear objectives and decision making processes.

## 6.0 Stakeholders

["**Stakeholders**" means sponsors, and those persons, agencies, bodies or organisations as identified by the Trust which contribute to, support or fund the Trust and shall include members, if any, according to clause 17 of this Deed.]

AgResearch	
ANZ Bank	
Ballance Agri nutrients	
Conservation Boards	
DairyNZ	
Department of Conservation	
Environment and Conservation Organisations of New Zealand Inc (ECO)	
Ecologic Foundation New Zealand	
Energy Conservation Authority	
Environment Bay of Plenty	
Environment Canterbury	
Environment Southland	
Environment Waikato	
Farm Environment Award Trust (Waikato)	
Federation of Maori Authorities	
Fish and Game Council of New Zealand	
Fonterra	
Foundation of Arable Research	
Gallagher Group	
Hill Laboratories	
Horizons Regional Council	

Landcare Research	
Landcare Trust	
LIC	
Ministry for the Environment	
Ministry of Agriculture and Forestry	
Meat and Wool NZ /Agmardt	
Meat Industry Association	
National Institute of Water and Atmospheric Research (Niwa)	
New Zealand Conservation Authority	
New Zealand Contractors Federation	
New Zealand Farm Forestry Association	
New Zealand Federated Farmers	
New Zealand Forest Owners Association	
New Zealand Institute of Foresters	
New Zealand Historic Places Trust	
New Zealand Institute of Primary Industry Management	
Northland Regional Council	
NZFEA Trust Approved Associated Regional Farm Environment Award Organisations: Northland, Waikato, Bay of Plenty, Horizons, Wellington, Canterbury, Otago, Southland	
Otago Regional Council	
Parliamentary Commissioner for the Environment	
PGG Wrightson	
PPCS	
Q E II National Trust	
Rabobank	
Royal Forest and Bird Protection Society of NZ	
Tane's Tree Trust	
Greater Wellington	

### 11. Duties and Functions of the Board

- 11.1 The Board shall conduct the business and activities of the Trust in an open and transparent manner.
- 11.2 The Board will set policies and resolve on courses of action and means of implementing the same so as to achieve the Objects.
- 11.3 In the first year of the Trust, the Trust shall complete a draft Statement of Corporate Intent as soon as practicable. Thereafter, the Trust shall complete a draft Statement of Corporate Intent at least four months before the Balance Date in each year.
- 11.4 Each Statement of Corporate Intent shall be for the immediately following Financial Year and shall specify the following information:
- a. The Objects;
  - b. The nature and scope of the activities to be undertaken;
  - c. The accounting policies;
  - d. The performance targets and other measures by which the performance of the Trust may be judged in relation to the Objects;
  - e. A list of who, in the opinion of the Board, comprises for the time being, the Stakeholders;
  - f. Such other matters as are agreed by the Trustees.
- 11.5 The Board shall inform the regional trusts or organisations and Stakeholders of the Trust's draft Statement of Corporate Intent not later than three months before the commencement of the Financial Year to which it relates. However, in the first year of the Trust such notice shall be given as soon as practicable.
- 11.6 Any comments on the draft Statement of Corporate Intent by the regional trusts or organisations and Stakeholders must be made in writing and must be received by the Board not later than six weeks before the commencement of the Financial Year to which it relates. However, in the first year of the Trust such comments on the draft Statement of Corporate Intent must be made in writing and must be received by the Board not later than six weeks after receipt of such notice.
- 11.7 The Board shall:
- a. Consider any comments on the draft Statement of Corporate Intent that are made to it; and
  - b. Report on the completed Statement of Corporate Intent (including response and reasons for the response to comments on the draft) at the annual meeting.
- 11.8 The Board shall monitor the activities of the Trust to ensure its funds are used as effectively as possible to achieve the Objects and to demonstrate to the regional trusts or organisations and Stakeholders that the funding and support provided is being effectively applied and utilised.
- 11.9 The Settlor expressly declares that it is its intention that the Trust shall be a perpetual trust but that the Trustees shall have power to:
- a. Deal with the income derived from the Trust Fund in accordance with clause 11.10; and
  - b. Pay, appropriate or contribute such portion of the capital of the Trust Fund towards the attainment of the Objects as the Trustees consider prudent taking into account the above intention;
- provided that nothing in this clause shall restrict the powers of the Trustees pursuant to clause 25 of this deed.
- 11.10 The Trustees shall stand possessed of the income derived from the Trust Fund upon the following trusts:
- a. To pay or apply the same or any part of the current net annual income for or towards the Objects;
  - b. To appropriate for any of the Objects the whole or any part of the net annual income arising from the Trust whether or not the same shall have been received by the Trustees;
  - c. To make or retain out of or charge against income in any income year any payments, reserves or any provision of a capital nature for any of the Objects or incidental to the exercise of any of the powers, authorities or discretions conferred on the Trustees by this deed in respect of the Trust Fund;
  - d. To accumulate the whole or any part of current net annual income derived by the Trust by investing the same in the resulting income therefore to the intent that the Trustees may elect either:
    - i. To resort to any accumulated surplus for the same purposes and subject to the same trusts and powers as set out in this deed as for income; or
    - ii. To add any accumulated surplus as an accretion to the Trust Fund to be held by the Trustees upon the same trusts and with the powers declared in this deed in respect of the capital of the Trust Fund.

