



RICCARTON HOUSE & BUSH  
PŪTARINGAMOTU



# RICCARTON BUSH TRUST ANNUAL REPORT 2021

FOR THE YEAR ENDED 30 JUNE 2021



## OUR VISION

Riccarton Bush / Pūtaringamotu, Riccarton House, Deans Cottage and the Grounds are collectively recognized as the premier natural and cultural heritage site in Christchurch / Ōtautahi and Canterbury / Waitaha.

## VALUE STATEMENT

Heritage conservation of the Riccarton Bush property / Pūtaringamotu is the primary consideration

### MANAGEMENT GOALS

MANAGEMENT GOALS	
<b>Goal 1</b>	Protect and enhance the indigenous flora and fauna of Riccarton Bush / Pūtaringamotu indigenous forest, including mahinga kai and taonga species.
<b>Goal 2</b>	Protect and conserve Riccarton House, Deans Cottage and their Grounds.
<b>Goal 3</b>	Encourage public interest, use and participation and promote the natural and cultural heritage values of the site.

## RICCARTON BUSH TRUST ANNUAL REPORT 2021

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### REPORT FROM THE CHAIRMAN AND MANAGER

As a result of the restrictions on international travel we lost 40% of our tour patrons. Through increased marketing and the flexibility in the way we operated the tours we have finished the year with only a 15% drop in visitor numbers. Initially locals and then domestic travellers from throughout New Zealand came to visit. Patronage at the restaurant and the Christchurch Farmers Market returned to pre-covid levels for which we are very grateful.

Financially, we have finished the year in a healthy position.

In the 10-year Long Term Plan the Board had indicated an upgrade to the track system throughout the Bush over a number of years. Currently there is a mix of concrete slabs, gravel and boardwalk. The concrete has slumped in places and creates a trip hazard, the gravel paths are prone to flooding and parts of the boardwalk have rotted out, are unstable and also a slip hazard.

#### **Upgrading the track system and interpretation is the biggest project the Board has embarked on since the post-earthquake repairs to Riccarton House.**

The Board determined that the project was larger than just the track enhancement and wanted to acknowledge the cultural significance of Pūtarīngamotu and the relationship between the Deans brothers and māna whenua as well as its ecological significance. A cultural design strategy has been developed and Kamo Marsh Architects has been assigned the project lead. Once the master plan is developed, we will have an idea of costing and will start a major fundraising drive. Initial estimates are that we will need around one million dollars.

Upgrading the track system and interpretation is the biggest project the Board has embarked on since the post-earthquake repairs to Riccarton House.

There is often confusion as to the "ownership" of the Riccarton Bush property. In 1914 the Bush was donated to the people of Canterbury. The Riccarton Bush Act 1914 determined that the land would be vested in the Riccarton Bush Trust to keep and manage. The Trust was deemed to have the same status as a Local Authority and its membership was a mix of Deans family members, Local Authority Councillors and a representative of the Royal Society of New Zealand (Canterbury Branch). Subsequent land purchases of Riccarton House and Grounds in 1947 saw the total area of land reaching 11.8 hectares.

Prior to Local Authority amalgamation in 1989 the five Christchurch local authorities participated in the control and funding of the property. In

2002 the Trust became a Council Controlled Organisation (CCO) and statutory reporting requirements were put in place. These included the annual submission of a Statement of Intent, annual budget, six monthly and annual financial reporting to Council. It is noted that as there were robust processes and reporting lines in place at the time there would be little change.

As required by the Riccarton Bush Act 1914, the Christchurch City Council contributes to the operational costs of the Riccarton Bush property with the remainder coming from on-site commercial operations and donations.

Our thanks go to Sam and Amanda Marchant, who very successfully run the restaurant, events and Christchurch Farmers' Market.

We bid fond farewell to Diane Brandish who retired from her role as Head of Financial Management, with the Christchurch City Council. The Board appreciated her understanding of the Trust and her professionalism was a foundation for the good relationship the Trust has with the Christchurch City Council.

Managing a complex and multi-faceted operation such as Riccarton House and Bush will always be a challenge for staff. Board Chair, Bob Shearing, takes this opportunity to thank Manager, Shona Willis, and her staff for their commitment and professionalism delivered through what has been an extremely difficult year. The Chair also thanks his fellow Board members who each bring with them, and freely share, their own experience and expertise to enhance the day to day running of Riccarton House and Bush.

The Chairman looks forward to working with fellow Board Members, staff and project partners in the design, funding and the delivery of the new Bush enhancement project.



**Bob Shearing**  
Chairman

**Shona Willis**  
Manager

## THE YEAR IN REVIEW

The Riccarton Trust Board's 2020/21 Statement of Intent set five performance targets.

- 1 Monitor Health and Safety practices in accordance with adopted policy to meet the requirements of the Health and Safety at Work Act 2015
- 2 Refit and Upgrade the External Public Toilets (deferred from 19/20)
- 3 New Antiques and Furnishings - Jane Deans' Fire Surround fully conserved and on display by March 2021
- 4 Monitoring and management of rodent activity in Riccarton Bush - Effective management of bait stations resulting in observable decrease in activity
- 5 Bush Enhancements - Replacement Boardwalk - Working Drawings completed by February 2021 and fundraising commenced by June 2021

In addition, the replacement carpet in the hallway, Drawing Room and Fine Dining Room was outstanding from 2019/20.

### 1. Health and Safety

A Health and Safety Committee comprising Trust Staff and Restaurant Staff met and reported monthly to the Board. In addition a number of improvements have been made to our Health and Safety programme.

- The Evacuation Scheme has been completed and approved by Fire and Emergency NZ (FENZ).
- The evacuation process has been updated and a trial evacuation held.
- Walkie-talkies have been purchased to make it safer for staff during an emergency.
- Staff involved with education programmes are all Police vetted.
- All Standard Operating Procedures (SOP); Risk Assessment Management (RAMs), Hazard Registers and Training Matrices have been updated.

### 2. Refit and Upgrade the External Public Toilets

This project was deferred from 2019/20 and the monies reallocated to the unexpected water supply renewal and water tower repair. Although due for completion in 20/21 there was difficulty in getting our construction contractor due to increased workload. We were advised that their workload was equivalent to post earthquake - one of the upshots of Covid-19 and no overseas holidays.

At the time of writing this report the work is due to commence in early August and will take two weeks to complete.

### 3. New Antiques and Furnishings

From time to time the Deans family donate family treasures to the Trust. Last year we received a fire screen that had been embroidered by Jane Deans. It was showing its age with water damage, broken glass and severe fading. Because it was of such significance our target was to have it fully conserved and on display by March 2021. Unfortunately, we have been unable to source a Conservator to carry out the work and the project is deferred in the meantime.



Fire screen

### 4. Monitoring and Management of Rodent Activity in Riccarton Bush - Effective management of bait stations resulting in observable decrease in activity

As a result of increased sightings of rats, mice and possums within the Bush, we have changed the way we manage pest incursions. Along with our existing 100 bait stations we have included 48 handmade rat trap boxes. With over 20 rats and mice caught over the first two months this has been very successful. The 3 possums sighted are not resident and appear to be transient. Several 'canopy bridges' have been identified as possible routes into the bush and these trees will be banded to inhibit possum and rat movement.

We have continued to engage professional predator monitoring services as part of our management approach to this issue. It confirmed the presence of



Rat Traps

rats and mice sighted by staff and visitors. The current lack of activity in traps and bait stations suggests that rodent populations are now nil or at very low numbers. We have also facilitated the setup of a local community group dubbed the 'Riccarton Rat Busters' a wonderful idea suggested by a concerned neighbour. The group is currently seeking funding with the aim to make rat traps and provide them to neighbours surrounding Riccarton Bush, increasing a predator-free buffer zone around the Bush.

## 5. Bush Enhancements – Boardwalk

Upgrading the track system and interpretation is the biggest project the Board has embarked on since the post- earthquake repairs to Riccarton House.

The Board engaged Matapopore Charitable Trust to develop a Cultural Design Strategy. The purpose was to ensure that interpretation of Maori values and history as well as respecting that existing Ngāi Tahu mahinga kai and taonga species were integral to any Bush enhancements. The design strategy was completed in July. The Trust is grateful that funding from the Christchurch City Council Metropolitan Discretionary Fund made this work possible.

The Board then sought expressions of interest from local Architects/Landscape Architects with a brief to:

- Upgrade the track throughout the whole Bush following the existing track system.
- Build a formal entranceway into the Bush aligned with Matapopore's design.
- Provide mahinga kai interpretation that would emphasise the importance of Pūtaringamotu to Ngāi Tūāhuriri.
- Give special treatment of the Grove to reflect the Māori creation story.

Kamo Marsh were successful and are leading the project. At the end of the financial year community consultation had been completed and the feedback presented to



Piwakawaka

the Board. Once working drawings are developed to ascertain costings, fundraising will begin.

## Carpet in Hallway, Drawing Room and Fine Dining Room Replaced

The downstairs carpet replacement was planned for 2019/20 but was not installed until May 2021. The delays were beyond the Trust's control. Initially shipping was delayed due to Covid-19 and when it did arrive it was the wrong colour and had to be re-loomed.

The new carpet adds significantly to the amenity of the Entranceway, Drawing Room and Fine Dining Room maintaining the conservation value of Riccarton House.



New carpet





L-R: Jimmy Chen; Pippa Ensor; Bob Lineham; Bob Shearing (Chair); Professor David Norton; Shirish Paranjape; Tim Deans; Shona Willis (Manager); Mike Mora (Deputy Chair)

Board Constitution (as prescribed by Riccarton Bush Amendment Act 2012)			
APPOINTED BY	NUMBER	TERM	CURRENT APPOINTEES
<b>Christchurch City Council</b>	3	3 years	Bob Lineham (Since 2016 - reappointed June 2019) Jimmy Chen (Since 2010 - reappointed Dec 2019) Bob Shearing (Since 2005 - reappointed June 2021)
<b>Christchurch City Council - Community Board Members</b>	2	3 years	Mike Mora (Since 2007 - reappointed Dec 2019) Shirish Paranjape (Since 2016 - reappointed Dec 2019)
<b>Family of John Deans II</b>	2	5 years	Pippa Ensor (Since March 2017) Tim Deans (Since 2013 - reappointed May 2018)
<b>Royal Society of New Zealand Canterbury Branch</b>	1	5 years	Prof. David Norton (Since May 2016 - reappointed May 2021)
<b>Riccarton Bush Trust</b>	1	By resolution	Current Vacancy Ongoing dialogue with Ngāi Tūāhuriri regarding Board Membership

### Board Working Parties

The Board has three working parties; Finance Working Party; House and Promotions Working Party and Bush and Grounds Working Party.

All working parties have terms of reference which are reviewed biennially.

The Finance Working Party comprises Bob Lineham (Chair), Jimmy Chen, Tim Deans, and Bob Shearing. The role of this working party is to ensure compliance with statutory reporting responsibilities; assess the adequacy of accounting, financial and operating controls, that the organisation's financial statements and reports are accurate, use fair and reasonable estimates and to assess the effectiveness of the management of business risk and reliability of management reporting.

The House and Promotions Working Party comprises Tim Deans (Chair), Bob Lineham, Shirish Paranjape, and Bob

Shearing. Jenny May, architectural historian and heritage consultant, is also a member of the working party although not a member of the Board. The role of this working party is to take an overview of all activities related to the House. The working party met once this year with the focus being on increased marketing and promotions.

The Bush and Grounds Working Party comprises David Norton (Chair), Pippa Ensor, Mike Mora, and Bob Shearing. Its role is to take an overview of all activities in the Bush and Grounds; to facilitate the achievement of the management goals and to make recommendations to the Finance Working Party on both operational and project budgets. The working party met once this year with the focus being on the Bush Enhancement Project. As the Bush Enhancement Project is of such significance, discussions and decisions have been made at Board rather than working party level.



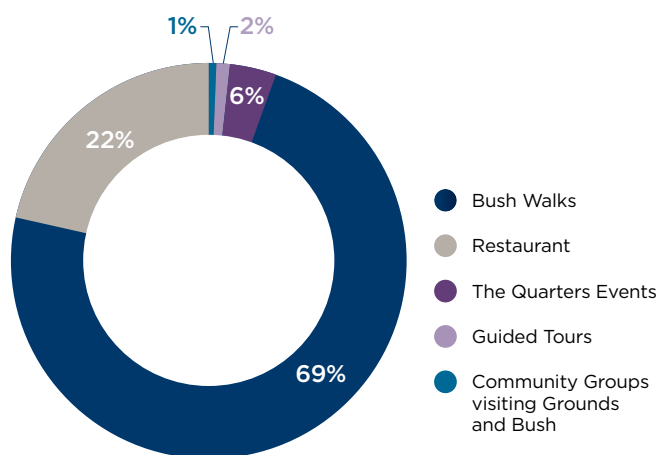
## VISITORS TO THE GROUNDS, HOUSE & BUSH

Our visitor numbers in the past have been established from the number of people that participated in guided tours. Riccarton House & Bush is a cultural tourist attraction and guided tour numbers are a small representation of this. Covid-19 reduced our international visitors, yet the house, bush and grounds were alive with many other visitors. We needed to capture this.

It was an opportunity to change our way of reporting. From this year our numbers represent visitors' participation in all the activities that the site has to offer. This includes those that take tours, walk in the Bush, visit the restaurant, attend an event or bring a group to meet and wander the grounds.

Next year we will include the Christchurch Farmers' Market and Deans Cottage numbers. We can now build the best picture of how our Management Goal to : "Encourage public interest, use and participation and promote the natural and cultural heritage values of the site" is being met.

As we introduced this reporting, we have been excited to see the wide range of community groups that visited us. Several seniors groups: retirement villages, probus, networking,



fellowship and a mahjong group enjoyed tours, talks and refreshments.

The grounds and bush were popular for mental health and disability groups who on a regular basis bring those that enjoy and benefit from this tranquil natural setting. A setting that was also used for groups to obtain their Brownies Outdoor Badge, complete voluntary work by



John entertaining the visitors

"Thank you for organising our day out at Riccarton House. A very big thank you to "Guide" John for his entertaining step back into history. Our ladies were enthralled, and we could have listened to him all afternoon. A thoroughly enjoyable occasion".



## 2020/2021 Visitor Summary

	Number of People: Using and/or participating in					Total
	Restaurant	The Quarters Events	Guided Tours House/Bush & Grounds	Bush Walks	Community Group Visit Bush/ Grounds	
July-Sept '20	6816	1363	364	19961	Not measured	28,504
Oct-Dec '20	5938	2596	763	20460	Not measured	29,757
Jan-Mar '21	6030	1192	1274	20012	289	28,797
Apr-Jun '21	6083	1226	564	16495	624	24,992
<b>TOTAL</b>	<b>24,867</b>	<b>6377</b>	<b>2965</b>	<b>76928</b>	<b>913</b>	<b>112,050</b>

picking up and bundling cabbage tree leaves, to observe fungi growth and complete leaf rubbings.

Guided tours of the house continued to attract both locals and those from other areas. It was wonderful to see that 62% of those on tours were from elsewhere in New Zealand. Overall tours numbers were 15% down on last year reflective of the impacts of Covid-19 restrictions.

**"Thank you for the uplifting, entertaining, edifying, and knowledgeable tour of Riccarton House. It's the best tour we've ever done!"**

The house and grounds attracted a number of photographers including the Christchurch Photographers Group and a designer who photographed her pavlova inspired dress for the Wearable Arts show. We also had film crews from "What Now", Court Theatre and Police 10 7, the latter who after cracking a robbery used the river and grounds as a backdrop for the conclusion of their show. We had three film crews of students completing school and university projects.

Events at the house include weddings, corporate, private and community events run by The Quarters team. A Ronald McDonald fundraiser and several memorial services, a new event to the house, were features for the year.

### Highlights of the Year

This year saw changes in the social sciences curriculum with Aotearoa New Zealand's histories being incorporated into the national curriculum. The Ministry of Education held a hui for the histories and heritage sector which staff attended. Forty local teachers visited as they were researching the sites that would provide teaching opportunities to fit with these changes. Riccarton House and Bush, such a significant part of our local history was one of these sites.

The number of educational groups and the variety in the ways the groups were using the grounds were a real highlight this year.

Schools ranging from pre-school to high school, an adult English Speakers of Other Languages (ESOL) group and university students all participating in a wide range of activities visited. Some of the schools were taken on tours by our guides or through the Canterbury Museum's education programme. Other schools arranged their own day out and included, scavenger hunts, visiting Deans cottage, picnics and walks through the bush and grounds.

One school had the pupils creating their own groups each with a different focus. Children then chose which group they would be in ranging from nature quizzes to seeing how the bush made them feel. University students measured the quality and flow of river water. A number of University courses, both at Lincoln and Canterbury, included field trips to the Bush.

**"I just wanted to say a huge thank you to you and all of your team for today's amazing trip. I found the content to be perfectly pitched for our year 3s and 4s and they were engaged throughout both the house and bush tours. Us teachers have a lot of inspiration and a variety of different paths we can now go down with our inquiry learning, so thank you."**



School visit in the attic

**Pūtaringamotu Riccarton Bush - discover its roots** was our event for Heritage Festival this year. Guided tours of the bush were provided in the festival week so that participants could learn about the beginnings of Pūtaringamotu/ Riccarton Bush, its uniqueness and its connection to both Māori and European cultures.

“These stories are our heritage and we have to keep them alive. Thank you so much for this activity that you put on, for it is life changing. I will never be able to visit the bush and surrounding areas as well as the Bridle Path without remembering some of these tales”.

**Kidsfest** In partnership with the Christchurch City Council, a nightlife lantern walk was held in the Bush each evening over the 12 days of Kidsfest. Twelve ‘lanterns’ were placed along Nature’s Treasure Trail and small LED tea lights were used to light up the displays. The lantern walk proved popular and was very well subscribed. A review of how it went was carried out and we have some constructive ways of improving on the display should we do it again. It was time expensive for staff, but the community engagement and enthusiasm made it well worthwhile.



Heritage Festival Bush Tour







## RICCARTON HOUSE AND DEANS COTTAGE

“It’s a beautiful, well-maintained property and we would highly recommend this heritage attraction.”

The management of the heritage items within the house followed the requirements of the acquisition policies that were established last year. Ongoing cataloguing of existing items continues.

We gratefully received 21 new items this year to add to the collection. Gifts ranged from kitchen items, toys, furniture to artworks, jewellery and a barometer. One donor gifting three era pieces and paying the costs to transport them from Auckland. A number of these items were provenanced to the Deans family for the period of their occupation of Riccarton House and as always it was very special to have these return home.



Bracelet

### Water Tower and New Water Supply

One of the main supports of the water tower had been deteriorating and the Trust was concerned at its structural integrity. Batchelar McDougall Consulting (BMC) was engaged to carry out a structural assessment. The report suggested emptying and securing the water tanks, replacing the rotten post and also repairing the rotten linings and claddings at the base of the tower.

The mains water supply to Riccarton House came from a Kauri Street connection adjacent to the Rangers House. This supply was installed in 1966 and had recently failed due to the pipe rusting through. Water to the ground floor restaurant area was direct from the mains supply. The remainder of the house and public toilet supply went via the roof tanks. As the longevity of the existing main supply could not be guaranteed it was decided to bring in a new supply from Ngahere Street. This would feed the whole house and bypass the roof tank.

“Great restoration work, it really takes you back to its original time. Really gives you the feeling of travelling through the eras with each addition of the house showing beautiful characteristics of its time. The guide does an amazing job at going through the history of the house and the family from the start to the end. Could not recommend this place more!”



The two projects were run concurrently with Simons Construction carrying out the water tower repairs and Plumbfast, the water supply. Both projects were completed in October.

### House Maintenance and Repair

In 2019/20 the Trust applied for funding to commission a condition report and cyclical maintenance plan for the interior and exterior of both Riccarton House and Deans Cottage so that maintenance work could be scheduled more effectively. An application was made through the Community Board Discretionary Response Fund with the result being that Hornby-Halswell-Riccarton and Fendalton-Waimairi-Harewood Community Boards granted \$7000 and \$3,000 respectively. The Trust was most grateful for the funding.

William Fulton of Fulton Ross Team Architects completed the report which was presented to the Board in early 2020. A large majority of the repairs detailed in the report have since been completed. A number were associated with the quality and integrity of the painting system and these will be addressed when the House is painted in the coming year.



Builder Kevin Whitelaw



Water tower repairs



House repairs



## HOUSE GROUNDS

“Lovely place for a cuppa, with nice surroundings, a bit of bush, river, flowers in the garden and big shady trees. Good place to walk a little, breathe fresh air in the bush and have a cup of coffee! Does not open on Saturday, however there’s a market in the morning, selling food, fresh produce and some meat, eggs, etc.”

A post and chain fence was installed in the front of the House at the top of the riverbank. The purpose was to protect the top of the bank which was getting a lot of foot traffic. This area has now been planted with flaxes and grasses and once these are established will certainly enhance this area.

In late November Atomic Wave (aka Tom) arrived. Tom was part of the Pop-Up Penguin art trail which included 50 large penguin sculptures, sponsored by companies and decorated by established and emerging artists, along with 65 little penguins decorated by schools. The penguins highlight climate change, community, Antarctica, creativity and exploration. Tom had lots of visitors and the youngsters thought he was great, adding to the vibrancy of the House.

“Gorgeous river views and garden setting from the excellent cafe. And a walk through the stunning native Bush with beautiful birds flying all around is a must!”

The majority of the gardening work this past year has been replanting and reorganizing the main flower borders.

Early in the year Scouting New Zealand approached the Trust to advise that they were no longer using the Scout Den. The Scout Den was first erected in 1957 and a lease agreed. The building was owned by the Scouts but when no longer required was to be removed from the site or demolished.

Consideration was given to relocating and repurposing but the final decision was to demolish. Once the removal is completed we will be planting a copper beech to replace the one that was removed 3 years ago.

In addition, we will be adding a number of small to medium sized magnolias and a kowhai. Our intent is not to overplant but to leave the area relatively open. We will also be adding more riparian planting to support and enhance the riverbank.

A group of Common Limes were planted in the driveway by the Deans Family in 1867. They are listed as Significant Trees in the Christchurch District Plan. One of the limes has been showing signs of decline and there were concerns of its lifespan. A report was commissioned to assess the health of the tree, and to advise on any remedial action staff could take. The report indicated that the tree was showing signs of decline due to driveway works that have occurred over several decades.

Remedial works including air-spading, mulching and providing more clear space around the tree will commence later this coming year.



Pūtakitaki



Atomic Wave (Tom)



## RICCARTON BUSH / PŪTARINGAMOTU

“I don’t think people realize how special it is, how unique it is on a world scale; how old it is and all those precious adjectives that you can chuck in. I feel quite special that I’m ‘the Ranger’.”

Pest control was a real focus this financial year with an increasing number of predator sightings by staff and visitors.

Feral rock pigeons continue to be an issue in Riccarton Bush. They pose a particular threat to human health and the overall experience of the bush. We also have an increasing awareness that their numbers and behaviours could be having adverse ecological effects impacting natural forest systems and disturbing native bird communities.

Weekly night-time culls have occurred since January 2021 with over 3,000 pigeons removed. Although this seems to have a low impact on overall numbers, it has proved that roosting behaviour can be changed as no pigeons now roost near the tracks. This has improved the condition of the tracks and provides a relatively pigeon free experience for visitors. A study has been done by Prof. Jim Briskie on pigeon behaviour. It primarily identifies the unique characteristic of ground-based nesting. Pigeons usually nest in rocky cliffs or building ledges; however, the predator-proof fence has allowed them to exploit the ground with a high success rate, adding to the population problem. We continue to participate in a regional working group dedicated to managing the pigeon population.

General maintenance has continued this year with some notable larger projects completed such as water-blasting the entire boardwalk and the top cap of the predator fence. The electric fence system experienced some mechanical failure with the control box and some areas of the fence needing repair. The system is now fully operational and checked regularly. An electronic water meter was also added to our irrigation system as a requirement of the water take consent. It reads our water take and sends the data directly to the compliance officers reducing the need for manual recordings.

Weeding continued within the bush, bramble and ivy continue to pose the largest threat and persist in patches throughout the bush. The complete removal of weed material is preferred and several sacks of these weeds have been taken out of the bush. Infill planting also continued with Totara, Kahikatea, Coprosmas, Wineberry, and Sedges all being planted strategically in areas with suitable growing conditions.

Seed collection from the bush has continued with tree nurseries that aim to improve the biodiversity of Christchurch and its hinterlands. Riccarton Bush is an invaluable resource for eco-sourcing native flora with many species noted as extremely rare. We have initiated a seed collection database so that we can record where our seed

“I first visited the bush about 1959, St Teresa’s picnic. Still remember and treasure it!”



ends up with the idea being that we will have a reliable seed source in the future that we can draw on if for whatever reason we happen to lose a particular species in the bush and need to replace it.

A large Kowhai, 2 Pokaka and 3 Pittosporums were lost in the bush due to the severe weather event that occurred at the end of May 2021. The Bush was shut for three days as the storm persisted and clean-up work commenced. The

“Our walk through the predator free bush was very special too, knowing that once it was far away from civilisation, and now civilisation has surrounded it. It’s such a peaceful paradise to share with others – so thank you!”

Pittosporums and the Kowhai had to be removed from the tracks. Samples of the Kowhai were given to the University of Canterbury Forestry Department for a variety of tests, of which the results are not yet available.

The use of Riccarton Bush for educational benefit continues with ongoing vegetation growth plots and a Masters level thesis on artificial refuge design for Waitaha Gecko capture. The Ranger assisted with data collection on several occasions during the gecko study to gain some experience before gaining his own ‘Wildlife Authority’ to handle these incredible animals. The Ranger assisted several other tertiary level students answering questions relating to conservation management and practice and delivered tours. The acquisition of a taxidermied possum, rat, mouse, stoat, and hedgehog will act as a very visual prop for school tours, emphasising the destructive nature of these animals and the need for the fence.



Taxidermied Critters



Eel (Tūna) Survey

Nature Treasure Trail



Waitaha Gecko





### THE QUARTERS AT RICCARTON HOUSE & CHRISTCHURCH FARMERS MARKET

The last year has been an exciting challenge to get back to where we had been in terms of the number of events and customers through the door. When you are challenged you have to look at the way you operate in different ways and try and adapt and change to fit the new environment. This has been our thought process and especially for the last few months we have been looking hard at our business and our offerings.

We found customers generally were keen to get back out and about again. We had a fantastic December where all our regular corporate clients were keen to return and in greater numbers than previous years as they had not had the chance to catch up with the whole team over the year.

We had a good number of weddings book in but we are not counting those until they actually happen. Our plan has been to put all efforts into the restaurant with the aim to generate as much revenue on our day to day activities. This

“Good food, nice surroundings. Good place to meet with friends as there isn’t music screaming out and you can chat. Rest rooms spotless”

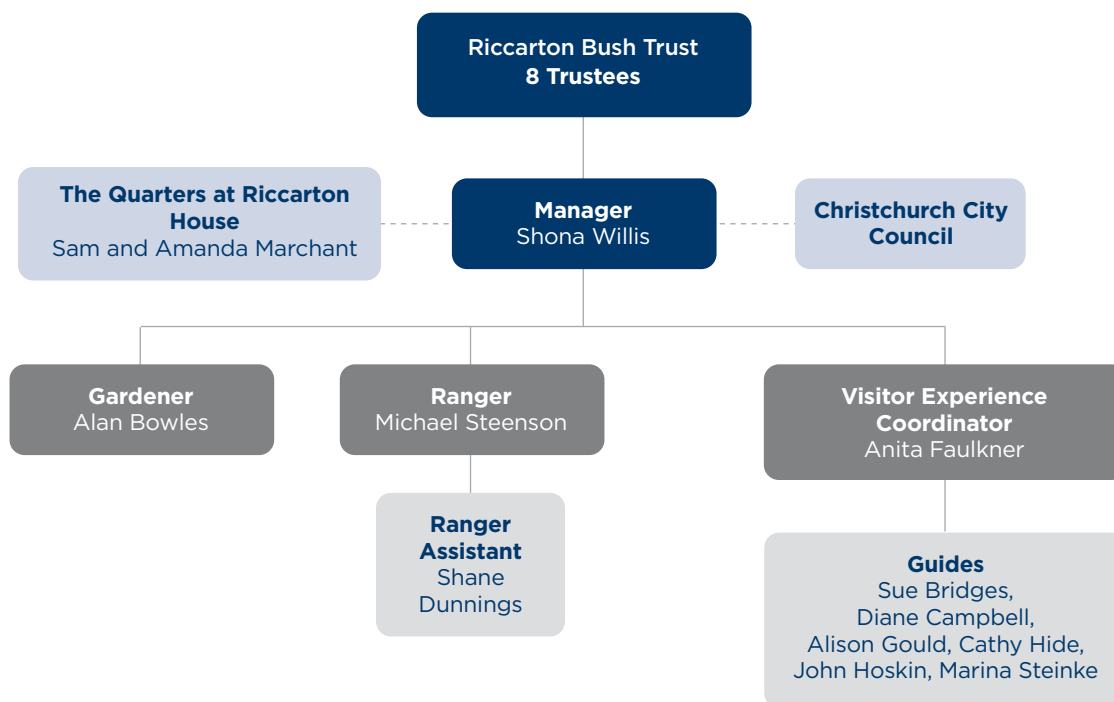
led to the rebrand of our trading name to The Quarters. We are thrilled with this outcome and we feel that it will be our best foot forward for the months to come.

Although we are forging ahead it is always in the back of the mind that the environment could change again so we are optimistic but cautious.

We highly appreciate the support of everyone involved with Riccarton House - not only our immediate team but our extended ‘team’ of Shona and the Board. We are thrilled we are heading into Summer.



## Riccarton Bush Trust - Organisation Chart



The Trust's accounting is contracted to the Christchurch City Council and Lucy Miranda provides the support to the Trust and Shona.



Shona Willis



Anita Faulkner



Alan Bowles



Mike Steenson



Shane Dunnings



Lucia Miranda





There have been a number of staff changes over the last year.

Gavin Ruckledge, our Ranger left after 5 years. Mike Steenson who holds a Master of Science from The University of Canterbury started in early December as the Trust's new Ranger.

Daniel Steel, one of our Heritage Guides resigned in late October. Daniel has been with us since 2017 and left to complete his Masters Degree.

Edan Bowman, who has been a Heritage Guide and our Cleaner since 2018 resigned. Alison Gould, who is also a Heritage Guide has taken over the 2 hour a week cleaning role.

Maeve Platts had been a guide with us through her University Studies. She graduated with a Master of Arts in Archaeology and is now working full time as a Resource Description and Access Librarian at Christchurch City Council.

Veronica Shepherd retired from her role as a Heritage Guide.

Prior to Covid-19 around 40% of our customers were from overseas. With the drop in income we had to change the way we ran our tours. We have managed with the reduced number of guides as tours are now pre-booked and we can plan ahead.

### Training and Development

Through the generosity of the Canterbury Museum Anita is completing her Level 4 Certificate in Museum Studies.

Mike attended a Four Quadrant Leadership Course. NZIM offer a reduced fee for charities and this is greatly appreciated by the Trust.

In early June we sought a mentor through Business Mentors NZ. Sarah McFadden has been providing support and advice on the marketing and social media areas. Shona and Anita meet with Sarah on a regular basis and her advice has been extremely valuable.







## OUR COMMUNITY

Our newsletter “The Bush Telegraph” is delivered to 800 neighbours and to the Riccarton Bush Kilmarnock Residents’ Association, who circulate it to their membership. Another 100 copies are emailed to Deans family members and Trust supporters. These updates outline what is happening at the House, Grounds and Bush and generates a lot of contact, support and also sales of our books.

A neighbour sought our help after finding an injured kereru. It was transported safely by our Ranger to the Wildlife hospital out at Willowbank, where it was to recover from a broken wing before it was to be returned to its home in the bush.

The Manager attends the Riccarton Liaison Group meetings. This group was established by the Hornby-Halswell-Riccarton Community Board and is a good way to keep in touch with other community groups.

Networking has also been of priority for the Ranger, improving connections between the community, education providers, councils and other governing bodies is an important part of managing Riccarton Bush efficiently.



Injured Kereru



WE ACKNOWLEDGE AND THANK  
THE FOLLOWING INDIVIDUALS AND  
ORGANISATIONS FOR THEIR SUPPORT

Christchurch City Council  
Hornby-Halswell-Riccarton Community Board  
Fendalton-Waimairi-Harewood Community Board  
Lotteries Community Facilities  
National Services Te Paerangi – Helping Hands Grant  
Sargoods  
Canterbury Museum  
Stephen Phillips  
Robyn Lambie  
Sarah Mankelow  
Jenny May  
Trevor Bayly  
Sarah McFadden



In addition we have a group of craftsmen who keep the place safe and sound. Our thanks go to Kevin Whitelaw, our builder/handyman extraordinaire; Ricky Pye and his team at Pye Electrical; Glen Fifield and his team at Plumbfast; Ash from Christchurch Pest Control and Gareth Painter (Asplundh). A special thanks also to Neil MacBeth for his very talented photography and Jan Watts for administrative support.



RICCARTON BUSH TRUST  
ANNUAL FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2021

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**Directory**

**ADDRESS**

The Riccarton Bush Trustees  
18 Kahu Road  
PO Box 8276  
Christchurch

**TRUSTEES**

Boo Shearing (Chairman)  
Mike Mora (Deputy Chairman)  
Prof. David Norton  
Tim Deane  
Jimmy Chen  
Bob Linham  
Shirish Paragoo  
Pippa Enser

**BANKER**

Bank of New Zealand  
Christchurch

**SOLICITOR**

Grant Adams  
Perry Ho & Lawyers  
Christchurch

**AUDITOR**

Audit New Zealand on behalf of the Auditor General

## RICCARTON BUSH TRUST

### Statement of comprehensive revenue and expense

For the year ended 30 June 2021

	Note	2021 \$	2020 \$
Revenue from operations	1	134,850	124,034
Other revenue	1	484,457	636,278
		<u>619,307</u>	<u>760,312</u>
Employee benefits expense	2	310,886	315,908
Depreciation and impairment	2	167,907	162,999
Other expenses	2	250,624	229,236
		<u>729,417</u>	<u>708,143</u>
Net profit (deficit) for period		<u>(110,110)</u>	<u>52,169</u>
Other comprehensive revenue and expense			
Property, plant and equipment revaluation gain/(loss)	7	(1,805,387)	-
Total comprehensive revenue and expense		<u>(1,915,497)</u>	<u>52,169</u>

The accompanying accounting policies and notes form part of these financial statements.



## RICCARTON BUSH TRUST

### Statement of changes in net assets/equity

For the year ended 30 June 2021

	Retained earnings \$	Other reserves \$	Total equity \$
Balance at 30 June 2019	1,096,699	15,124,415	16,221,114
Profit for the period	52,169	-	52,169
Balance at 30 June 2020	1,198,883	15,074,400	16,273,283
Profit for the period	(110,110)	-	(110,110)
Gain/(loss) on property revaluation		(1,805,387)	(1,805,387)
Balance at 30 June 2021	1,088,773	13,269,015	14,357,788

The accompanying accounting policies and notes form part of these financial statements.

# RICCARTON BUSH TRUST

## Statement of financial position

As at 30 June 2021

	Note	2021 \$	2020 \$
<b>Current assets</b>			
Cash and cash equivalents	4	359,607	322,431
Receivables from non-exchange transactions	6	1,361	3,925
Receivables from exchange transactions	6	20,621	19,676
Inventories	5	1,486	1,709
<b>Total current assets</b>		<b>383,075</b>	<b>347,741</b>
<b>Non-current assets</b>			
Property, plant and equipment	7	14,145,759	15,981,860
<b>Total non-current assets</b>		<b>14,145,759</b>	<b>15,981,860</b>
<b>Total assets</b>		<b>14,528,834</b>	<b>16,329,601</b>
<b>Current liabilities</b>			
Payables under exchange transactions	8	31,975	19,248
Finance lease liability	11	2,175	1,782
Income in advance	12	104,924	336
Provisions	9	29,073	29,878
<b>Total current liabilities</b>		<b>168,147</b>	<b>51,244</b>
<b>Non-current liabilities</b>			
Finance lease liability	11	2,899	5,074
<b>Total non-current liabilities</b>		<b>2,899</b>	<b>5,074</b>
<b>Total liabilities</b>		<b>171,046</b>	<b>56,318</b>
<b>Net assets</b>		<b>14,357,788</b>	<b>16,273,283</b>
<b>Equity</b>			
Reserves	10	13,269,015	15,074,400
Accumulated comprehensive revenue and expense		1,088,773	1,198,883
<b>Total equity</b>		<b>14,357,788</b>	<b>16,273,283</b>

The accompanying accounting policies and notes form part of these financial statements.

For and on behalf of the Board of Trustees, which authorised the issue of the financial report on:

Date 27 September 2023

Chairman 

Trustee 



# RICCARTON BUSH TRUST

## Statement of cashflows

For the year ended 30 June 2021

	Note	2021 \$	2020 \$
<b>Cash flows from operating activities</b>			
Receipts from customers		286,871	206,923
Donations and sundry revenue		6,739	100,958
Contributions from Christchurch City Council		431,899	449,850
Interest revenue		729	1,857
Payments to employees and suppliers		(553,655)	(527,527)
GST (Payable / Receivable)		5,025	(5,674)
Net cash inflow from operating activities	14	<u>177,608</u>	<u>226,387</u>
<b>Cash flows from investing activities</b>			
Sale of Assets		28	-
Purchase of fixed assets		(137,190)	(151,861)
Net cash outflow from investing activities		<u>(137,162)</u>	<u>(151,861)</u>
<b>Cash flows from financing activities</b>			
Repayment of loans		(3,270)	(1,461)
Net cash outflow from financing activities		<u>(3,270)</u>	<u>(1,461)</u>
Net inflow (outflow) of cash		37,176	73,065
Opening bank and short term investments		322,431	249,366
Represented by:			
Bank and short-term deposits		<u>359,607</u>	<u>322,431</u>

The accompanying accounting policies and notes form part of these financial statements.

# RICCARTON BUSH TRUST

## Statement of Objectives and Performance

For the year ended 30 June 2021

The following summarises the Trust's performance against the objectives for the year.

### Financial Performance Targets

	Jun 21 Target \$	Jun 21 Actual \$	Jun 21 Variance \$
Revenue	671,000	539,911	(131,089)
Operating Expenses	671,000	561,510	109,490
Operating surplus before depreciation	-	(21,599)	(21,599)

Revenue above does not include the following grant, donation and interest income:

Capital grant – Christchurch City Council	\$71,500
Sargood Bequest	\$5,000
National Services Te Paeerangi	\$1,739
Interest Income	\$729
Asset sales	\$28
Asset donations	\$400

Operating expenses above do not include depreciation (\$167,907).

### Operating revenue:

Operating revenue was lower than the target.

As a result of the border closure due to Covid-19 measures, the level of visitors to both the House and the Bush as well as the Café decreased. Commission from Local Café as well as Independent Tours and Door Sales were significantly lower than budget. In addition to this, the Ranger's house rent was lower than budget because the house was unoccupied for a couple of months while the recruitment process of the new ranger was in progress.

### Operating expenses:

Operating expenses were lower than target.

The administration expenses and bush and grounds expenses were under budget. This budget includes \$100,000 for exterior painting of the house, which is scheduled for 2022. In addition, there were savings in Grounds Tree Maintenance, Fence Maintenance and Promotions.



# RICCARTON BUSH TRUST

## Project Performance Targets

Target	Performance Measure 2020/21	Actual
Monitor Health and Safety practices in accordance with adopted policy to meet the requirements of the Health and Safety at Work Act 2015	<ul style="list-style-type: none"> <li>Report to each Board meeting</li> <li>Target results for all Trust activities, of:               <ul style="list-style-type: none"> <li>Serious Harm incidents = 0</li> <li>Accident = 1</li> <li>Near Misses = 3</li> </ul> </li> </ul>	<b>Target met</b> Health and Safety Committee operational. Monthly reporting on all Health and safety matters to the Board. c. Serious Harm incidents = 0 c. Accident = 1 c. Near Misses = 0
Refit and upgrade the external public toilets (deferred from 19/20)	Completed by 30 June 2021	<b>Target not met</b> Project underway but not completed within timeframe.
New Antiques and Furnishings	Jane Deans' Fire Surround fully conserved and on display by March 2021	<b>Target not Met</b> Unable to source a conservator. Project deferred and funds reallocated to Bush Enhancement Project.

## Environmental and Social Performance Targets

Target	Performance Measure 2020/21	Actual
Monitoring and management of rodent activity in Riccarton Bush	Effective management of bait stations resulting in observable decrease in activity	<b>Target Met</b> Rats observed in Bush. Increased baiting. 48 traps constructed and placed 22/04/21.
Bush Enhancements - Replacement Board Walk	Working Drawings completed by February 2021  Fundraising commenced by June 2021	<b>Target Not Met</b> Consultation Process concluded and Master Plan developed.

# RICCARTON BUSH TRUST

## 1. Revenue

	2021 \$	2020 \$
<b>Revenue from operations</b>		
Rents and commission - Riccarton House	116,272	93,893
Heritage income - Riccarton House	15,815	27,365
Sale of plants	-	435
Book sales	2,764	2,341
	<u>134,851</u>	<u>124,034</u>
<b>Other revenue</b>		
Rents - dwelling	18,079	23,544
Donations and sundry income	26,982	59,979
Levy - Christchurch City Council	360,399	360,600
Grant - Christchurch City Council	71,500	89,250
Grant - Others	6,739	57,500
Covid 19 - Wage Subsidy	-	43,548
Interest received	729	1,857
Gain on sales of assets	26	-
	<u>484,456</u>	<u>636,278</u>
<b>Total revenue (excluding insurance recoveries)</b>	<u>619,307</u>	<u>760,312</u>

## 2. Expenses

	2021 \$	2020 \$
Employee benefits expenses	310,886	315,908
Depreciation	167,907	162,999
Administration expenses	86,019	80,097
Historic Houses expenses	90,393	94,950
Bush and Ground expenses	41,500	33,823
Ranger's House expenses	489	1,360
Project and other expenses	30,735	17,467
Finance lease interest	1,486	1,539
	<u>729,417</u>	<u>708,143</u>

## 3. Remuneration of auditors

The auditor of Riccarton Bush Trust is the Auditor-General. The Auditor-General has appointed Audit New Zealand to undertake the audit.

	2021 \$	2020 \$
Audit of financial statements	13,276	12,876
	<u>13,276</u>	<u>12,876</u>



## RICCARTON BUSH TRUST

### 4. Cash and cash equivalents

	2021 \$	2020 \$
Cash at bank and on hand	359,607	322,431
	<u>359,607</u>	<u>322,431</u>

### 5. Inventories

	2021 \$	2020 \$
Book stock on hand - at net realisable value	1,486	1,709
	<u>1,486</u>	<u>1,709</u>

### 6. Receivables

	2021 \$	2020 \$
Recoveries from non-exchange transactions	1,361	3,925
Receivables from exchange transactions	20,622	19,676
	<u>21,983</u>	<u>23,601</u>
Comprising of:		
Debtors and accruals	20,706	19,749
GST receivable	1,277	3,852
	<u>21,983</u>	<u>23,601</u>

#### Trade and other receivables

Trade and other receivables are initially measured at fair value and subsequently measured at amortised cost less the recognition of any expected credit loss (ECL) over the life of the asset. The ECL is based on its historical credit loss experience adjusted for forward looking factors specific to debtors and the prevailing economic environment.

# RICCARTON BUSH TRUST

## 7. Property, plant and equipment

	Opening balances		Current year		Closing balances	
		Accumulated depreciation impairment	Carrying amount	Net movements	Cost/valuation	Accumulated depreciation impairment
						Carrying amount
2021						
Land	7,000,000	-	7,000,000	(3,225,000)	3,775,000	-
Land improvements	308,340	(55,588)	252,752	17,502	270,250	(7,078)
Buildings	8,431,827	(256,801)	8,175,027	1,373,151	9,548,178	30
Commercial kitchen	186,930	(55,210)	131,720	(5,205)	126,515	(54,020)
Furniture and fittings	68,843	(51,033)	17,810	540	18,350	(55,153)
Plant & equipment	606,125	(417,035)	189,090	(10,507)	178,583	(140,212)
Artistic furniture	214,691	-	214,691	1,100	215,791	-
Work in progress/WIP	44,778	-	44,778	18,305	63,083	-
Total	16,808,155	(354,276)	16,453,879	1,298,399	17,752,278	(335,162)

	Current year movements						
	Additions	Net disposals/ transfers	Acc. Depr. On disposals	Net movement in WIP	Depreciation	Revaluation movements	Net current year movements
2021							
Land						(3,225,000)	(3,225,000)
Land improvements	25,280				(8,787)		16,493
Buildings	80,701				1,27,223	1,415,815	1,873,740
Commercial kitchen					(5,205)		(5,205)
Furniture and fittings	561				(316)		245
Plant & equipment	11,751				(22,378)		(10,627)
Artistic furniture	1,100						1,100
Work in progress/WIP				15,203			15,203
Total	120,292	-	-	15,203	(1,87,007)	1,415,815	(1,856,699)

	Opening balances		Current year		Closing balances		
	Cost/valuation	Accumulated depreciation/impairment	Carrying amount	Net movements	Cost/valuation	Accumulated depreciation/impairment	Carrying amount
2020							
Land	7,000,000	-	7,000,000	-	7,000,000	-	7,000,000
Land improvements	308,340	(55,588)	252,752	30,000	308,340	(65,588)	242,752
Buildings	9,470,190	(175,787)	9,294,403	(7,464)	9,462,726	(211,070)	9,251,656
Furniture and fittings	61,607	(51,603)	10,004	1,600	50,004	(61,825)	1,179
Plant & equipment	606,125	(406,505)	199,620	27,180	606,125	(417,870)	188,255
Artistic furniture	214,691	-	214,691	-	214,691	-	214,691
Work in progress	44,778	-	44,778	(20,000)	24,778	-	24,778
Total	16,604,376	(653,312)	15,951,064	(11,384)	15,835,722	(664,312)	15,171,410

Current year movements							
	Additions	Net disposals/Transfers	Acc. Depr. On disposals	Net movement in WIP	Depreciation	Revaluation Movements	Net current year movements
2020							
Land	-	-	-	-	-	-	-
Land improvements	-	-	-	-	18,550	-	(5,588)
Buildings	127,007	-	-	-	1,35,281	-	(7,404)
Furniture and fittings	2,005	-	-	-	(254)	-	1,002
Plant & equipment	48,754	-	-	-	1,70,950	-	27,780
Artistic furniture	-	-	-	-	-	-	-
Work in progress	-	-	-	(24,100)	-	-	(24,100)
Total	175,956	-	-	(24,100)	1,76,994	-	111,138



# RICCARTON BUSH TRUST

## Revaluation

### Land improvements and buildings

The Trust's land improvements and buildings were last revalued at 30 June 2021 by Bayleys, an independent registered valuer. The fair value of the land and buildings was calculated in accordance with PBE IPSAS 17.

### Land improvement

Land improvements have not been included in the valuation. Additions to Land Improvements include Trees, Upgrade of fences and gate.

### Buildings

Buildings were last valued at 30 June 2021 by Bayleys. Riccarton House and Deans Cottage are classified as specialised buildings. These are valued at fair value using depreciated replacement cost because no reliable market data is available for such buildings.

Ranger's House are valued at fair value using market based evidence.

As shown above Buildings had a positive valuation movement of \$1,419,613.

### Land

Land was last valued at 30 June 2021 by Bayleys. The land value is based on land zoning. Previously the land was zoned C1 Natural / Ecological / Heritage. Since the last valuation the new District Plan has become operative and the land is now zoned On Open Space Natural and it has an Outstanding Natural Landscape / Feature designation over it as well. For this reason land had a negative valuation movement of \$3,225,000.

## Insurance

Insurances are current and the policy covers the replacement value of buildings but natural disaster cover for demolition costs only.

## 8. Current trade and other payables

	2021 \$	2020 \$
Taxes and transfers payable	-	-
Payables under exchange transactions	31,975	19,248
	<u>31,975</u>	<u>19,248</u>
<b>Comprising of:</b>		
GST	-	-
Trade payables	18,550	6,372
Audit fee	13,425	12,876
	<u>31,975</u>	<u>19,248</u>

## 9. Current provisions

	2021 \$	2020 \$
Employee benefits	29,073	29,878
	<u>29,073</u>	<u>29,878</u>

## RICCARTON BUSH TRUST

### 10. Reserves

	Special funds \$	Asset revaluation \$	Capital reserve \$	Total \$
Balance at 1 July 2019	50,015	13,993,234	1,081,166	15,124,415
Balance at 30 June 2020	-	13,993,234	1,081,166	15,074,400
Gain/(loss) on property revaluation	-	(1,805,387)	-	(1,805,387)
Balance at 30 June 2021	-	12,187,849	1,081,166	13,269,015

#### Special Funds

In 2002 Mr Christopher Deans donated a sum of \$57,145 exclusively for the purchase of antique furniture. The final funds were spent in the 2020 financial year and the remaining balance of \$50,015 has been recognised as a vested asset.

### 11. Finance lease liability

	2021 \$	2020 \$
Current finance lease liability	2,175	1,782
Long term finance lease liability	2,899	5,074
	<u>5,074</u>	<u>6,856</u>

The finance lease liability relates to the lease of a digital photocopier/printer. The lease commenced in August 2018 and runs to July 2023.

	2021 \$	2020 \$
<b>Minimum lease payments payable</b>		
Not later than one year	2,175	3,000
Later than one year and not later than five years	2,899	6,250
	<u>5,074</u>	<u>9,250</u>
Future finance charges	-	(2,394)
Present value of minimum lease payments	<u>5,074</u>	<u>6,856</u>

### 12. Income in Advance

Income in advance is comprised by \$100,000 (2020: NIL) received from the Council to use towards the exterior painting of the Riccarton House which will take place during Financial year 2022. The remaining balance comprised \$4,667 (2020: \$336) earned revenue from Local Café that belongs to July 2021 and \$257 (2020: NIL) of rent of the Ranger's House received in advance.

### 13. Financial instruments

Financial instruments are cash, cash equivalents, debtors, creditors and other financial assets (see Notes 4, 6 & 8).



# RICCARTON BUSH TRUST

## 14. Reconciliation of surplus for the year to net cash flows from operating activities

	2021 \$	2020 \$
Operating surplus/(deficit)	(110,110)	52,169
<b>Add non cash items</b>		
Depreciation	167,907	162,999
<b>Add/(less) items classified as investing or financing</b>		
Insurance recoveries		-
(Gain) on Sale of assets	(28)	-
Interest on finance lease	1,488	
<b>Add/(less) movements in working capital items</b>		
Accounts receivable	1,618	11,335
Accounts payable	116,510	(437)
Inventory	223	321
Net cash outflow from operating activities	177,608	226,387

## 15. Contingencies

There are no contingent assets and liabilities as at 30 June 2021. (2020: Nil.)

## 16. Related party transactions

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and conditions no more or less favourable than those that it is reasonable to expect the Trust would have adopted in dealing with the party at arm's length in the same circumstances.

### The Council

The Trust requires the Council to contribute a significant amount of funds towards its operating costs to deliver its objectives as specified in the Riccarton Bush Act.

During the year, the Trust received in levies and grants \$460,398.96 (2020: \$360,600) from the Council. The Trust also received a one off grant from Council of \$65,100 (2020: \$89,250) for funding the capital projects.

The trust received \$3,200 from Fendalton-Waimairi-Harewood Community Board and \$3,200 from Halswell-Hornby-Riccarton Community Board. These were included in the accounts as Grants received by Council but are not part of the annually capital grant received from the Council.

The Council also provided accounting services to the Trust at a total cost of \$33,423 (2020: \$35,993) for accounting.

Although these services were provided at market value, the transactions are not considered to be at arm's length as the Council does not usually provide accounting services to outside parties and have provided these services to the Trust only as a result of the Council/Council controlled organisation relationship.

As at 30 June 2021, the Trust had a balance owing to Council of \$ Nil (2020: \$ Nil).

As at 30 June 2021, the Council had a balance owing to the Trust of \$ Nil (2020: \$ Nil).

# RICCARTON BUSH TRUST

## 17. Key management personnel

### Remuneration of key management personnel

	2021 \$	2020 \$
Salaries and other short-term benefits	86,895	81,334

Key management personnel includes the Trustees and manager.

## 18. Post balance date events

There are no post balance date events as at 30 June 2021 (2020: Nil).

## 19. Capital management

The Trust's capital is its equity, which comprises Trust capital and retained surpluses. Equity is represented by net assets.

The Riccarton Bush Act requires the Board of Trustees to manage its revenues, expenses, assets, liabilities, investments, and general financial dealings prudently. The Trust's equity is largely managed as a by-product of managing revenues, expenses, assets, liabilities, investments, and general financial dealings.

## 20. Disclosure

The Riccarton Bush Trust was required under section 67(5) of the Local Government Act 2002 to complete its audited financial statements and service performance information by 30 November 2021. This timeframe was not met because Audit New Zealand was unable to complete the audit within this timeframe due to an auditor shortage and the consequential effects of Covid-19, including lockdowns.

## 21. Statement of Accounting Policies

### Reporting entity

The Trust operates under the Riccarton Bush Act 1914 and is a Council Controlled Organisation under the Local Government Act 2002. The Trust manages property in Riccarton. The property consists of Riccarton House and grounds, Deans Cottage, a residential house and Riccarton Bush.

The major source of revenue is from an operating levy and an additional grant received annually from the Council, and from grants, donations and rents & commission from use of the properties.

The primary purpose of the Trust is to:

- protect and enhance the indigenous flora, fauna and ecology of Riccarton Bush;
- conserve Deans Cottage, Riccarton House and their grounds with Riccarton Bush and the Deans family history;
- and encourage public use and participation of the reserve and to inform visitors about the natural, Maori and colonial heritage of Christchurch

On this basis, the Trust is considered a public benefit entity for purposes of financial reporting.

The financial statements of the Trust are for the year ended 30 June 2021. The financial statements were approved for issue by the Board of Trustees on 27 September 2023.

### (a) Basis of preparation

The financial statements for the year ended 30 June 2021 have been prepared in accordance with New Zealand generally accepted accounting practice. They comply with the Tier 2 PBE standards for periods beginning on or after 1 July 2014.

As the Trust has elected to report under Tier 2 PBE standards, it has applied disclosure concessions, where available. The criteria under which the Trust is eligible to report under Tier 2 PBE Standards are as follows:

- (a) the Trust is not publicly accountable; and
- (b) the Trust's total expenses for the period being reported are below the \$30 million threshold for Tier 1 reporting.

# RICCARTON BUSH TRUST

Where disclosure concessions have been applied by the Trust, these are discussed in the accounting policies effected.

The financial statements presented in New Zealand dollars and all values are rounded to the nearest dollar (\$).

## (b) Revenue

### *Contributions*

Grants received from the Council are the primary source of funding to the Trust and are recognised for the purpose of the Trust meeting its objectives as specified in the Riccarton Bush Act. The Trust also receives Government assistance for specific purposes, and those grants usually contain restrictions on their use.

Council Government and non-governmental grants are recognised as revenue when they become receivable unless there is an obligation to return the funds if conditions of the grant are not met. If there is such an obligation, the grants are initially recorded as grants received in advance, and recognised as revenue when conditions of the grant are satisfied.

### *Other Revenue*

Revenue is measured at the fair value of consideration received.

Interest revenue is recognised using the effective interest method.

Revenue may be derived from either exchange or non-exchange transactions.

## (c) Property, plant and equipment

Land, site improvements and buildings are shown at fair value, based on periodic valuations by an external independent valuer, less subsequent depreciation and impairment.

All other property, plant and equipment are shown at cost, less accumulated depreciation and impairment (see).

### *Additions*

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potentials associated with the item will flow to the Trust and the cost of the item can be measured reliably.

In most instances, an item of property, plant and equipment is recognised at its cost. Where an asset is acquired at no cost, or for a nominal cost, it is recognised at fair value when control over the asset is obtained.

### *Work in progress*

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potentials associated with the item will flow to the Trust and the cost of the item can be measured reliably.

Work in progress is recognised at cost less impairment and is not depreciated.

### *Disposals*

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the surplus or deficit. Where realisation results are used, the amounts included in other reserves in respect of those assets are transferred to retained earnings.

### *Subsequent costs*

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Trust and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the surplus or deficit during the financial period in which they are incurred.

### *Depreciation*

Land and antique furniture are not depreciated. Depreciation on other assets is calculated using the straight line method to allocate their cost or revalued amount, less of their residual values, over their estimated useful lives.

The useful lives of major classes of assets are as follows:

• Buildings	0-100 yrs
• Furniture and fittings	10 yrs
• Plant and equipment	5-20 yrs
• Land improvements	5-100 yrs

The assets' residual values and useful lives are reviewed and adjusted if appropriate at each balance sheet date. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.



## RICCARTON BUSH TRUST

### Revaluations

Land and buildings are revalued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value. All other asset classes are carried at depreciated historical cost less an accumulated impairment.

The carrying values of revalued assets are reassessed annually to ensure that they do not differ materially from fair value. If there is a material difference, then the off-cycle asset classes are revalued.

Revaluations of property, plant and equipment are accounted for on a class of asset basis.

The net revaluation results are credited or debited to other comprehensive revenue and are accumulated to an asset revaluation reserve in equity for that class of asset. Where this would result in a debit balance in the asset revaluation reserve, this balance is not recognised in other comprehensive revenue, but is recognised in the surplus or deficit. Any subsequent increase on revaluation that reverses a previous decrease in value recognised in the surplus or deficit will be recognised first in the surplus or deficit up to the amount previously expensed, and then recognised in other comprehensive revenue.

### (d) Trade and other receivables

Trade and other receivables are stated at their expected realisable value after writing off of any known bad debts and making an expected credit loss allowance which may prove irrecoverable in subsequent accounting periods.

### (e) Inventories

Inventories are stated at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business, less the estimated costs of completion and selling expenses.

The cost of other inventories is based on the first-in, first-out principle and includes expenditure incurred in acquiring the inventories and bringing them to their existing location and condition.

### (f) Leases

#### *Finance leases*

A finance lease is a lease that transfers to the lessee substantially all the risks and rewards incidental to the ownership of an asset, whether or not title is eventually transferred.

At the commencement of the lease term, finance leases are recognised as assets and liabilities in the statement of financial position at the lower of the fair value of the leased item or the present value of the minimum lease payments.

The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability.

The amount recognised as an asset is depreciated over its useful life. If there is no certainty as to whether the Trust will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

### (g) Cash and cash equivalents

Cash and cash equivalents comprise cash balances, call deposits and other short-term deposits with a plus maturity of 3 months or less.

### (h) Impairment

Assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. Land and buildings are also reviewed for impairment at least every three years as part of the revaluation process (note 1(d)).

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

#### *Non-cash generating assets*

Non-cash generating assets are those assets that are not held with the primary objective of generating a commercial return.

For non-cash generating assets, value in use is determined on a depreciated replacement cost basis.

#### *Cash generating assets*

Cash generating assets are those assets that are held with the primary objective of generating a commercial return. These assets are valued based on age profile calculations of expected cash flows.

## (i) Creditors and other payables

Short-term creditors and other payables are measured at their face value which represents amortised cost.

## (ii) Provisions

A provision is recognised in the balance sheet when the Trust has a present legal or constructive obligation as a result of a past event, and it is probable that an outflow of economic benefits, the amount of which can be reliably estimated, will be required to settle the obligation. If the effect is material, provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and, where appropriate, the risks specific to the obligation.

## (k) Employee entitlements

Provision is made in respect of the Trust's liability for its short-term employee entitlements.

Liabilities for annual leave and time off in lieu are measured at the full amount owing at the pay period end, or immediately prior to the balance sheet date.

Provisions made in respect of employee benefits which are not expected to be settled within 12 months are measured as the present value of the estimated future cash outflows to be made by the Trust in respect of services provided up to balance date.

## (l) Income tax

Charities Services (formerly Charities Commission) Department has confirmed that the Riccarton Bush Trust has charitable status for tax purposes therefore the Trust is not liable for income tax.

## (m) Goods and Services Tax

The financial statements are prepared exclusive of GST with the exception of receivables and payables that are shown inclusive of GST. Where GST is not recoverable as an input tax it is recognised as part of the related asset or expense.

## (n) Critical accounting estimates and assumptions

In preparing these financial statements the Trust has made estimates and assumptions concerning the future. Those estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

### *Property, plant and equipment useful lives and residual values*

At each balance date the Trust reviews the useful lives and residual values of its property, plant and equipment. Assessing the appropriateness of useful life and residual value estimates of property, plant and equipment requires the Trust to consider a number of factors such as the physical condition of the asset, expected period of use of the asset by the Trust, and expected disposal proceeds from the future sale of the asset.

An increased estimate of the useful life or residual value will impact on the depreciable amount of an asset, therefore impacting on the depreciation expense recognised in the surplus or deficit and the carrying amount of the asset in the statement of financial position. The Trust minimises the risk of this estimation uncertainty by:

- Physical inspection of assets;
- Asset replacement programmes;
- Review of second-hand market prices for similar assets;
- Analysis of prior asset sales; and
- Regular independent valuations of land and buildings.

The Trust has not made significant changes to the past assumptions concerning useful lives and residual values. The carrying amounts of property, plant and equipment are disclosed in note 7.

## (o) Critical judgement in applying the Trust's accounting policies

The Trustees must exercise their judgement when recognising grant revenue to determine if conditions of the grant contract have been satisfied. This judgement will be based on the facts and circumstances that are evident for each grant contract.

## (p) Accounting standards and interpretations issued but not yet effective

## RICCARTON BUSH TRUST

The following new standard has been issued but not yet effective as at 30 June 2020. Riccarton Bush Trust has not early adopted this standard.

### • PSE FRG 49 Service Performance Reporting

This standard establishes requirements to FSBs to select and measure service performance information. This standard is effective from the year ending 30 June 2022, and does not have any material impact on the Trust.

### (g) COVID-19

#### The coronavirus (COVID-19) – Accounting Implications

Travel restrictions and worsening local economic conditions have reduced the number of visitors to Riccarton Bush and the zoo. We have looked at the impact of COVID-19 on the financial statements in the following areas.

#### Liquidity risk management

Riccarton Bush Trust currently holds \$259,607 in cash as at 30 June 2021. With a guaranteed operating levy from Christchurch City Council for the indefinite future, liquidity risk is low.

#### Revenue impact

Independent Tours have been significantly impacted by the Borders closure, with a total of only \$967 (2020: \$10,740). Capital Grants have also been reduced to \$0,736 (2020: \$100,906). On the other hand, Commission and Rent from the Café have been increased slightly during this financial year to \$116,272 (2020: \$83,820) but are still lower than budget.

#### Going Concern

With a current ratio of 2.53 Riccarton Bush can comfortably cover its obligations in the foreseeable future. The risk of Riccarton Bush not being able to operate into future is very low.



## **Independent Auditor's Report**

### **To the readers of Riccarton Bush Trust's financial statements and performance information for the year ended 30 June 2021**

The Auditor-General is the auditor of Riccarton Bush Trust (the Trust). The Auditor-General has appointed me, Chantelle Gernetzky, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements and performance information of the Trust on his behalf.

## **Opinion**

We have audited:

- the financial statements of the the Trust on pages 4 to 7 and 10 to 20, that comprise the statement of financial position as at 30 June 2021, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cashflows for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information; and
- the performance information of the Trust on pages 8 to 9.

In our opinion:

- the financial statements of the Trust on pages 4 to 7 and 10 to 20:
  - present fairly, in all material respects:
    - its financial position as at 30 June 2021; and
    - 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 Reporting Standards Reduced Disclosure Regime; and
- the performance information of the Trust on pages 8 to 9 presents fairly, in all material respects, the Trust's actual performance compared against the performance targets and other measures by which performance was judged in relation to the Trust's objectives for the year ended 30 June 2021.

Our audit was completed on 27 September 2023. This is the date at which our opinion is expressed.

## **Other matter – Comparison of forecast financial statements with historical financial statements**

Without modifying our opinion, we draw attention to the fact that the Trust did not include forecast financial statements in its 2020/21 statement of intent, as required by the Local Government Act 2002. As a result, no comparison of the forecast financial statements with the historical financial statements was presented in the annual report.

## ***Our audit was completed late***

Our audit was completed on 27 September 2023. This is the date at which our opinion is expressed. We acknowledge that our audit was completed later than required by section 67(5) of the Local Government Act 2002. This was due to an auditor shortage in New Zealand and the consequential effects of Covid-19, including lockdowns.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Trustees and our responsibilities relating to the financial statements and the performance information, we comment on other information, and we explain our independence.

## **Basis for our opinion**

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

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

## **Responsibilities of the Trustees for the financial statements and the performance information**

The Trustees are responsible on behalf of the Trust for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Trustees are also responsible for preparing the performance information for the Trust.

The Trustees are responsible for such internal control as they determine is necessary to enable it to prepare financial statements and performance information that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements and the performance information, the Trustees are responsible on behalf of the Trust for assessing the Trust's ability to continue as a going concern. The Trustees are also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Trustees intends to liquidate the Trust or to cease operations, or have no realistic alternative but to do so.

The Trustees' responsibilities arise from the Local Government Act 2002 and Trust Deed.

## **Responsibilities of the auditor for the audit of the financial statements and the performance information**

Our objectives are to obtain reasonable assurance about whether the financial statements and the performance information, as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers, taken on the basis of these financial statements and the performance information.

For the performance targets reported in the performance information, our procedures were limited to checking that the information agreed to the Trust's statement of intent.

For the budget information reported in the financial statements and the performance information, our procedures were limited to checking that the information agreed to the Trust's statement of intent.

We did not evaluate the security and controls over the electronic publication of the financial statements and the performance information.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and the performance information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit 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.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- We evaluate the appropriateness of the reported performance information within the Trustees' framework for reporting its performance.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements and the performance information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.



- We evaluate the overall presentation, structure and content of the financial statements and the performance information, including the disclosures, and whether the financial statements and the performance information represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

## **Other Information**

The Trustees are responsible for the other information. The other information comprises the information included on page 3 but does not include the financial statements and the performance information, and our auditor's report thereon.

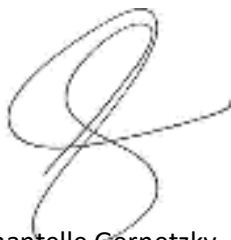
Our opinion on the financial statements and the performance information does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the performance information, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the performance information, or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## **Independence**

We are independent of the Trust in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners*, issued by the New Zealand Auditing and Assurance Standards Board.

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



Chantelle Gernetzky  
Audit New Zealand  
On behalf of the Auditor-General  
Christchurch, New Zealand





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