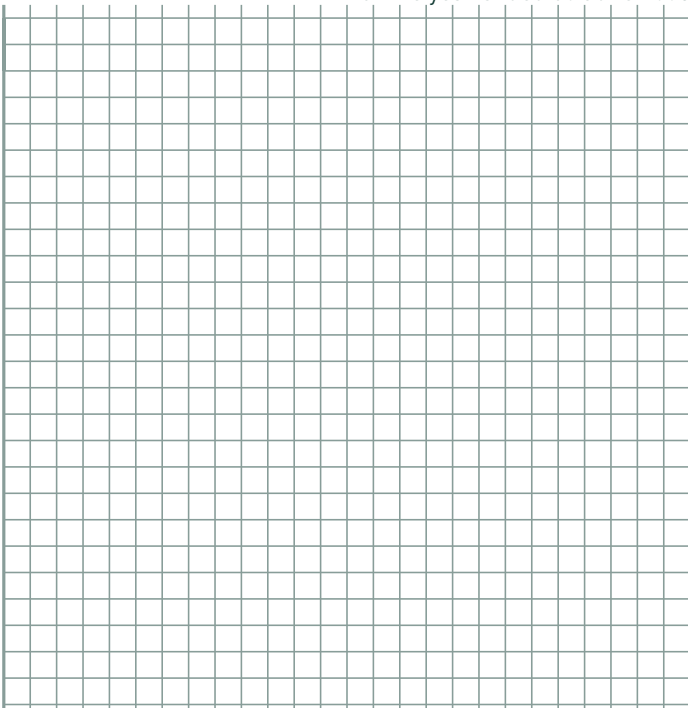


**LAND INFORMATION NEW ZEALAND**  
**ANNUAL REPORT**  
**2004/05**  
for the year ended 30 June 2005



Presented to the House of Representatives pursuant to section  
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[www.linz.govt.nz/docs/](http://www.linz.govt.nz/docs/)



The Minister for Land Information  
Wellington

I have the honour of presenting to you the annual report  
of Land Information New Zealand for the year ended  
30 June 2005.

Brendan Boyle  
Chief Executive  
Land Information New Zealand

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# INTRODUCTION

Land Information New Zealand (LINZ) was established on 1 July 1996 and is responsible for the policy development and regulation relating to, and government service delivery of, New Zealand's authoritative land information.

In accordance with the Government's *Managing for Outcomes* framework, LINZ completed its second Statement of Intent (SOI), for the 2004/05 financial year. This is available on the LINZ website, [www.linz.govt.nz](http://www.linz.govt.nz)

This annual report accounts for LINZ's performance against the 2004/05 SOI and refers to the outcomes framework, vision and capability improvement initiatives that were in place that year.

# CHIEF EXECUTIVE'S OVERVIEW



A number of issues dominated LINZ's work for the 2004/05 year. We report the highlights for the year against our outcomes on pages 5-7, and in the Statement of Service Performance on page 13, but I want to mention a few of the major points here.

## REGULATORY INTERVENTION

We continue to reorient the focus of LINZ's Regulatory Group to ensure an appropriate level of intervention and, where possible, minimise compliance costs for users of the systems for which LINZ is responsible. Looking ahead, LINZ will work with stakeholders to continually test whether the level of intervention mitigates the risk to the Crown and users of our systems.

## LANDONLINE AND CUSTOMER FOCUS

A significant amount of time and effort has been applied to training and preparing customers for survey and titles electronic lodgement. The organisation is working actively with the New Zealand Law Society to target specific customers for training and follow-up, with a major push in the Auckland market.

Work was completed on a business case to support 100% electronic lodgement of transactions. The survey community continues to show positive acceptance of *e-survey*, but it is clear that the option of making *e-dealing* mandatory will have to be considered in order for conveyancing professionals and LINZ to realise the benefits from *e-dealing*. The change management of people, systems and processes for both staff and customers will continue to be a significant challenge.

## ALL-OF-GOVERNMENT CONTRIBUTION

Positive progress has been made on a number of initiatives:

### TENURE REVIEW PROGRAMME

As at 30 June 2005, tenure review substantive proposals were completed for 41 leases. A further 155 leases are at various stages of the process. The completed reviews have resulted in 90,331 hectares of land being returned to full Crown ownership and 133,028 hectares being disposed of to lessees as freehold title.

### GEOSPATIAL STRATEGY

A discussion document drew a good response from central and local government, Crown entities, academics, Māori and industry. The responses confirm support for a more integrated and structured approach to managing our

geospatial information. A strategy will now be developed that tackles issues of governance, data management, data access and standards to enable data integration.

### OCEANS SURVEY 20/20

In November 2004 Cabinet approved a 15-year initiative for surveying New Zealand's total ocean area, known as Oceans Survey 20/20. The vision provides for the political, resource management and use dimensions of our oceans.

### LAND ACCESS

LINZ assisted the Ministry of Agriculture and Forestry (MAF) to develop options related to land access policy.

### MĀORI LAND STRATEGY

LINZ is supporting Te Puni Kōkiri as it now leads development of a long-term strategy to undertake a review of the Māori land tenure system.

### NATIONAL ADDRESS REGISTER

High-level design and user requirements were completed and an Advisory Committee of government officials was established.

An ongoing challenge for LINZ is where it draws the line between its existing mandate and new initiatives, and trying to achieve a balance between being a catalyst and broker for new initiatives but not crowding out private sector providers. At this stage, we foresee our long-term role as focusing on data warehousing and metadata harvesting, setting standards, measuring compliance and occasionally incubating the development of systems that can be utilised across government.

To achieve greater clarity we intend to develop a LINZ strategy with a 10-year focus, identifying some possible scenarios and directions.

## BUILDING CAPABILITY

During the year we began to manage the transition of the Overseas Investment Commission (OIC) from the Reserve Bank to LINZ, including all HR, technology and financial arrangements.

A significant amount of time and effort has gone into the development and communication of an organisational Vision and Values. As the building blocks of LINZ's culture, these will now be reflected in new competencies which will be the basis for recruiting, training and developing staff.

**Brendan Boyle**  
Chief Executive  
Land Information New Zealand

# OUTCOMES CONTRIBUTION

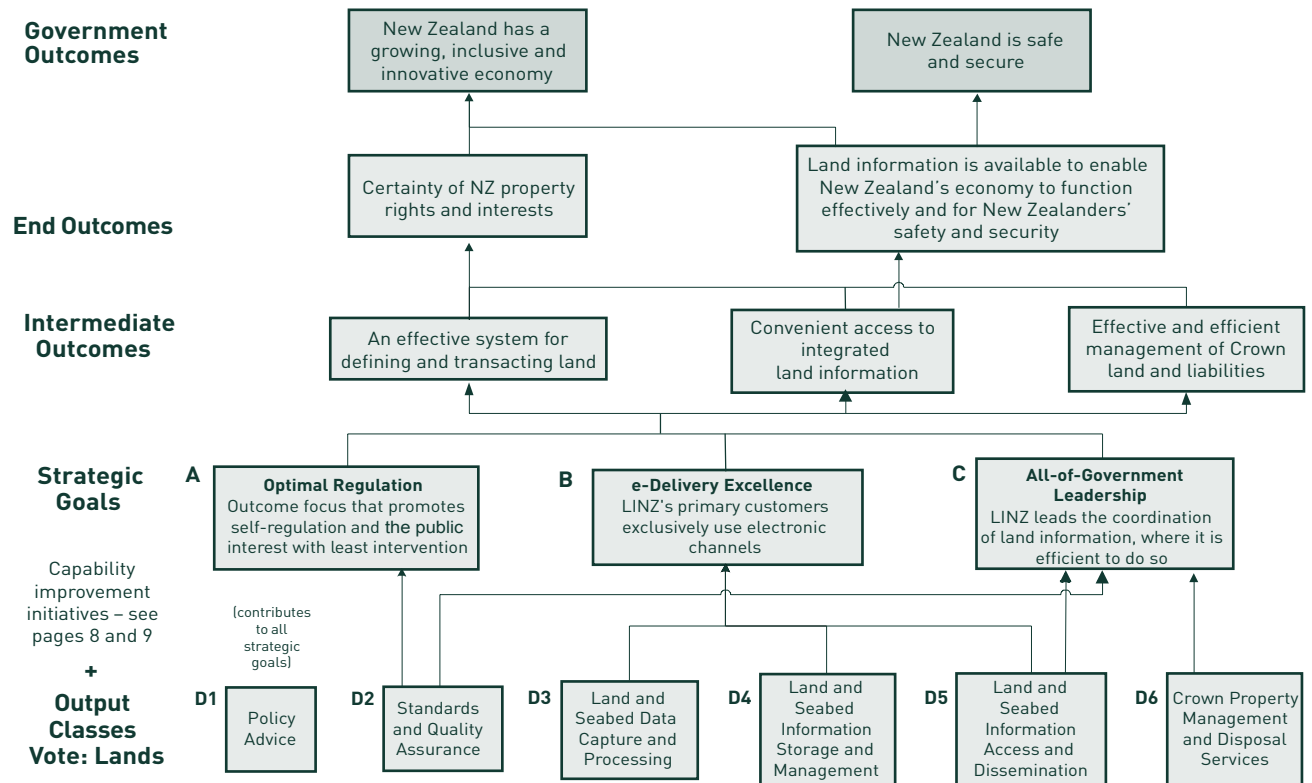
## LINZ'S VISION AND PURPOSE

**Vision:** Government's centre of electronic land information and expertise.

**Purpose:** LINZ is responsible for providing New Zealand's authoritative land information. It facilitates the effective use of land information across government to improve the delivery of services that rely on such information. It also aims to continually improve access for primary customers to government-held land information.

During the 2004/05 year LINZ refined its Vision and Purpose and also took the opportunity with an organisational realignment to develop a set of core organisational values. This work is reflected in the Statement of Intent 2005/06 and will be reported on next year.

## LINZ'S OUTCOMES AND STRATEGIC GOALS



# OUTCOMES CONTRIBUTION

## STRATEGIC GOALS

LINZ's three Strategic Goals are:

- A Optimal Regulation;**
- B e-Delivery Excellence; and**
- C All-of-Government Leadership.**

The Strategy Map on pages 8 to 9, from the SOI 2004/05, outlines LINZ's outcomes and strategic goals in more detail.

The Strategy Map shows the key processes that LINZ conducts and outlines capability improvement initiatives aimed at improving those processes. Milestones for 2004/05 were established for the capability improvement initiatives included in the LINZ Output Plan 2004/05.

All three outcomes help to give New Zealanders "Certainty of New Zealand property rights and interests". The system for providing certainty of property rights and interests relating to land includes the regulatory environment for defining and transacting land and the delivery of related services. To be effective the system needs to protect the public interest for a reasonable cost.

New Zealanders and government need convenient access to integrated land information so they can make better decisions about such things as future land use, sound investments, where they can go to enjoy recreational activities, and what activities are permitted where.

LINZ also provides "certainty" by ensuring Crown land and liabilities are managed effectively on behalf of New Zealanders. LINZ administers three million hectares of Crown land or 11% of New Zealand's land area, including riverbeds and high country pastoral leases. New Zealanders will continue to take a keen interest in the future use and ownership of this land.

Intermediate Outcome 2 – "Convenient access to integrated land information" contributes directly to the End Outcome: "Land Information is available to enable New Zealand's economy to function effectively and for New Zealanders' safety and security". Land information must be accessible to New Zealanders, and be as useful as possible to help with decision-making and to grow innovation. Integrating government-held information through common data standards and linking core datasets helps to do this.

## ACHIEVING OUR OUTCOMES

A summary of progress towards our strategic goals follows.

### PART A : LINZ PROGRESS IN TERMS OF STATEMENT OF INTENT

## STRATEGIC ISSUES

### GOAL A: OPTIMAL REGULATION

#### DEGREE OF INTERVENTION

Work continues to ensure that the level of intervention is appropriate and, where possible, minimises compliance costs for users of the systems. This also includes a greater level of engagement with the people who transact with LINZ – the 'targets of regulation' – to ensure they understand and accept their obligations.

#### LEGISLATIVE REVIEWS

Legislative reviews were completed for the Land Act 1948, the Public Works Act 1981, and the New Zealand Geographic Board Act 1946. The Overseas Investment Act 2005 was enacted on 14 June 2005. LINZ is working with the Treasury and other departments to embed the new regime, including transition of staff.

#### LAND ACCESS

This has involved a high level of cooperation with the Ministry of Agriculture and Forestry and other agencies to develop options for land access.

### GOAL B: e-DELIVERY EXCELLENCE

#### LANDONLINE

Work was completed on a strategy for Landonline going forward and stakeholders consulted on a proposal to make electronic lodgement of transactions mandatory, including timing of decisions and funding requirements for system enhancements, training and customer support to enable all transactions to be lodged electronically.

#### PROCESSING ACTIVITY AND PERFORMANCE

New plan lodgements were 12% higher than in 2003/04, while land titles document lodgements were 4.3% below 2003/04 levels.

The timeliness targets for the processing of manually lodged survey and titles transactions were met throughout the year, as was the target for the processing of electronically lodged surveys (*e-survey*). Electronically lodged titles transactions (*e-dealing*)



are processed automatically in Landonline. The standard of 98.75% availability of Landonline for the year was achieved.

#### CUSTOMER INITIATIVES PROGRAMME

The Customer Initiatives Programme (CIP) continues to promote electronic lodgement. LINZ is working actively with the New Zealand Law Society to target specific customers for training and follow-up with a major push in the Auckland market. E-dealing lodgement rose steadily over the year to reach over 9%, by year end. More than 40% of firms which are large users of LINZ's services have now been trained by LINZ. E-survey lodgement has moved ahead to above 25% and training was completed for survey firms that lodge 70% of the surveys LINZ receives.

#### TOPOGRAPHIC AND HYDROGRAPHIC DATA

All contracts for the collection, maintenance and distribution of topographic and hydrographic data for 2004/05 have been put in place and are proceeding satisfactorily.

### GOAL C: ALL-OF-GOVERNMENT INITIATIVES

#### GEOSPATIAL STRATEGY

LINZ received 101 submissions on the discussion document from central and local government, Crown entities, academics, Māori and industry. There is widespread support for a government geospatial strategy that provides a more integrated and structured approach to managing our geospatial information. A strategy will now be developed that tackles issues of governance, data management, data access and standards to enable data integration.

#### OCEANS SURVEY 20/20

A paper was considered by Cabinet in June that noted that a final report-back by 1 November will set out a comprehensive work programme to achieve the Oceans Survey 20/20 vision with implementation and funding options. Officials from a variety of agencies are making good progress with a focus on identifying leveraging opportunities and in setting some criteria to enable a portfolio of options for survey work, ranging from the routine to more high risk/high return.

#### MĀORI LAND STRATEGY

Te Puni Kōkiri is now leading a long-term strategy to undertake a review of the Māori land tenure system.

LINZ continues to work with the Ministry of Justice to progress the registration of Māori Land Court Orders into the Land Transfer system. A pilot in Wanganui, which started in May, ran for 12 weeks.

#### TENURE REVIEW/HIGH COUNTRY OBJECTIVES

As at 30 June 2005, tenure review substantive proposals were accepted for 41 leases. A further 155 leases are at various stages of the process. The completed reviews have resulted in 90,331 hectares of land being returned to full Crown ownership and 133,028 hectares being disposed of to lessees as freehold title.

Work began on reviews of the methodology for valuing the lessor and lessee interests in tenure review and also the implications of introducing market rents for pastoral leases when rents are reviewed (every 11 years). Progress has been slower than hoped, due to the limited availability of rural valuers who can complete this work.

#### OVERSEAS INVESTMENT OFFICE

Work began to handle the transition of the Overseas Investment Commission (OIC) to LINZ, including all HR, technology and financial arrangements.

#### NATIONAL ADDRESS REGISTER

High-level design and user requirements were completed and an Advisory Committee of government officials has been established.

### OWNERSHIP ISSUES

#### FINANCE

The Department concluded the year within budget with an underspend of \$6.224m (5.6%). (Refer Statement of Departmental Expenditure and Appropriations on page 37). A large portion of this underspend was due to timing differences within a number of projects and programmes LINZ manages. Funding will be carried forward into 2005/06 for the majority of these projects and programmes.

#### CAPABILITY

A significant amount of time and effort has gone into the development and communication of an organisational Vision and Values. This has involved a series of workshops and feedback sessions with all staff.

A new governance regime for major projects has been implemented, with the aim of rationalising and prioritising our activities to ensure that we can better meet new demands for our services.

#### INDUSTRIAL RELATIONS

The Department and the PSA are in the process of finalising a new collective agreement that reflects the spirit of the Partnership for Quality Agreement.

# STRATEGY MAP

**END OUTCOMES**

**INTERMEDIATE OUTCOMES**

**VISION**

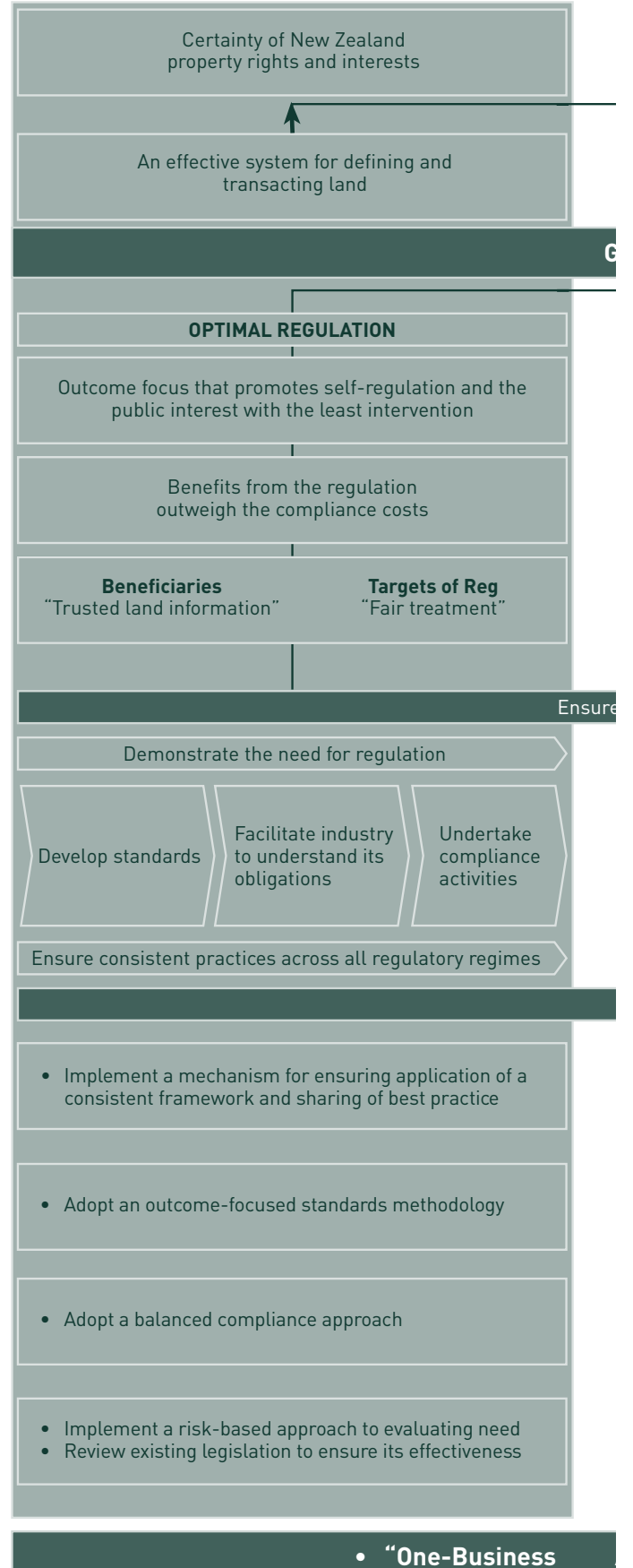
**STRATEGIC GOALS**  
 “We will lead an All-of-Government response...”

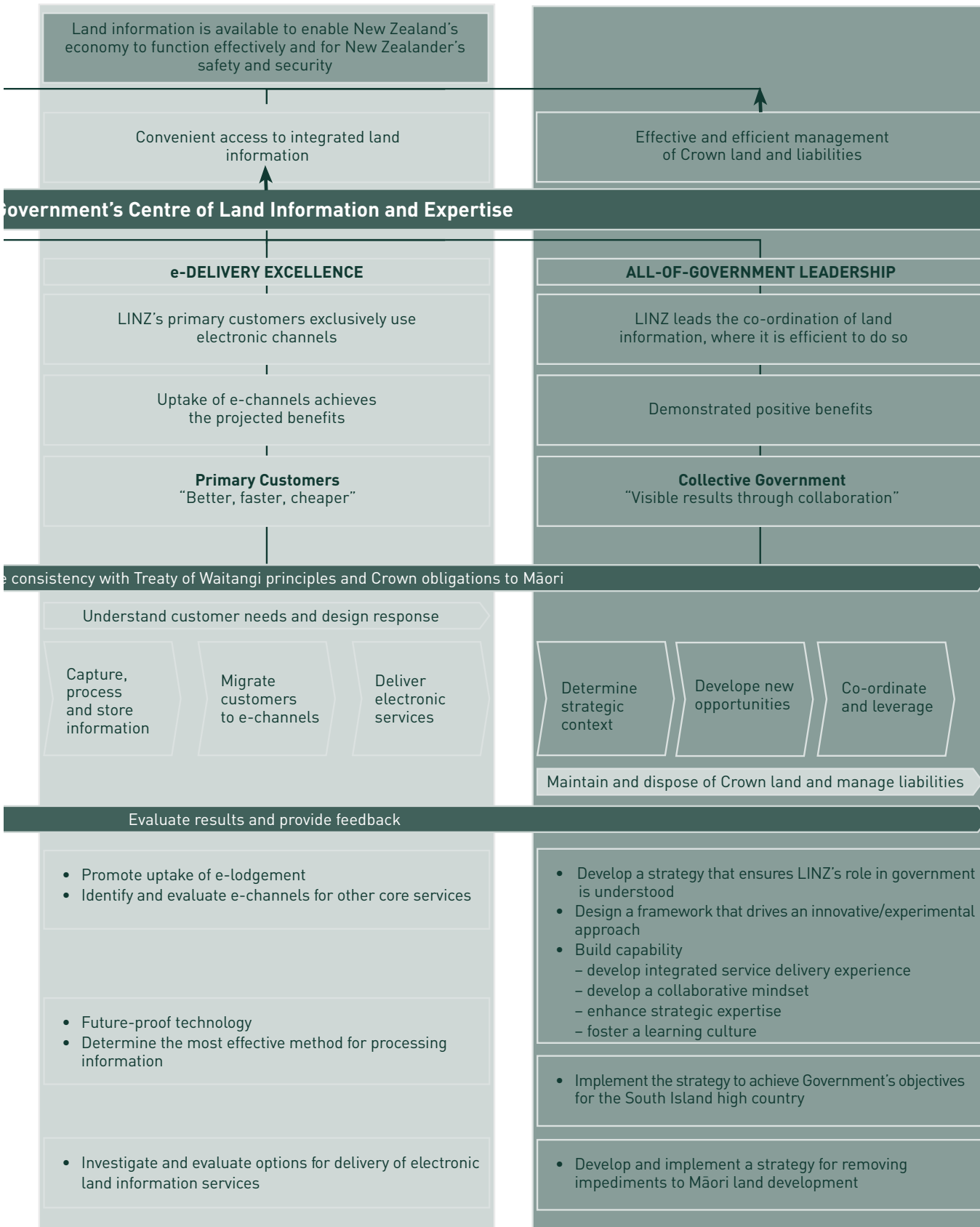
**FINANCIAL PERSPECTIVE**  
 “...to providing cost-effective access to land information and expertise.”

**CUSTOMER PERSPECTIVE**  
 “We will deliver visible results...”

**PROCESS PERSPECTIVE**  
 “...by successfully migrating primary customers to electronic channels and leading the coordination of land information across government, where it is efficient to do so.”

**CAPABILITY IMPROVEMENT INITIATIVES**  
 “Implementing a regulatory framework that ensures consistent, high-quality data, together with advancements in electronic services is key to our future success.”





**Approach" – Align culture, structure, systems and competencies to strategy**

# STATEMENT OF RESPONSIBILITY

In terms of sections 35 and 37 of the Public Finance Act 1989, I am responsible, as Chief Executive of Land Information New Zealand, for the preparation of Land Information New Zealand's financial statements and the judgements made in the process of producing those statements.

I have the responsibility of establishing and maintaining, and I have established and maintained, a system of internal control procedures that provide reasonable assurance as to the integrity and reliability of financial reporting.

In my opinion, these financial statements fairly reflect the financial position and operations of Land Information New Zealand for the year ended 30 June 2005.



Brendan Boyle  
Chief Executive  
Land Information New Zealand  
30 September 2005

Countersigned by:



Brian Usherwood  
Chief Financial Officer  
Land Information New Zealand  
30 September 2005

# AUDIT REPORT

## TO THE READERS OF THE LAND INFORMATION NEW ZEALAND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

The Auditor-General is the auditor of Land Information New Zealand (the Department). The Auditor-General has appointed me, B R Penrose, using the staff and resources of Ernst & Young, to carry out the audit of the financial statements of the Department, on his behalf, for the year ended 30 June 2005.

### UNQUALIFIED OPINION

In our opinion the financial statements of the Department on pages 13 to 55:

- › comply with generally accepted accounting practice in New Zealand; and
- › fairly reflect:
  - the Department's financial position as at 30 June 2005;
  - the results of its operations and cash flows for the year ended on that date;
  - its service performance achievements measured against the performance targets adopted for the year ended on that date;
  - and
  - the assets, liabilities, revenues, expenses, contingencies, commitments and trust monies managed by the Department on behalf of the Crown for the year ended 30 June 2005.

The audit was completed on 30 September 2005, and is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Chief Executive and the Auditor, and explain our independence.

### BASIS OF OPINION

We carried out the audit in accordance with the Auditor-General's Auditing Standards, which incorporate the New Zealand Auditing Standards.

We planned and performed the audit to obtain all the information and explanations we considered necessary in order to obtain reasonable assurance that the financial statements did not have material misstatements, whether caused by fraud or error.

Material misstatements are differences or omissions of amounts and disclosures that would affect a reader's overall understanding of the financial statements. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

The audit involved performing procedures to test the information presented in the financial statements. We assessed the results of those procedures in forming our opinion.

Audit procedures generally include:

- › determining whether significant financial and management controls are working and can be relied on to produce complete and accurate data;
- › verifying samples of transactions and account balances;
- › performing analyses to identify anomalies in the reported data;
- › reviewing significant estimates and judgements made by the Chief Executive;
- › confirming year-end balances;
- › determining whether accounting policies are appropriate and consistently applied; and
- › determining whether all financial statement disclosures are adequate.

# AUDIT REPORT

We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements.

We evaluated the overall adequacy of the presentation of information in the financial statements. We obtained all the information and explanations we required to support our opinion above.

## **RESPONSIBILITIES OF THE CHIEF EXECUTIVE AND THE AUDITOR**

The Chief Executive is responsible for preparing financial statements in accordance with generally accepted accounting practice in New Zealand. Those financial statements must fairly reflect the financial position of the Department as at 30 June 2005. They must also fairly reflect the results of its operations and cash flows and service performance achievements for the year ended on that date. In addition, they must fairly reflect the assets, liabilities, revenues, expenses, contingencies, commitments and trust monies managed by the Department on behalf of the Crown for the year ended 30 June 2005. The Chief Executive's responsibilities arise from the Public Finance Act 1989.

We are responsible for expressing an independent opinion on the financial statements and reporting that opinion to you. This responsibility arises from section 15 of the Public Audit Act 2001 and the Public Finance Act 1989.

## **INDEPENDENCE**

When carrying out the audit we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the Institute of Chartered Accountants of New Zealand.

In addition to the audit, we have carried out assignments in the areas of model assurance services and other assurance services, which are compatible with those independence requirements. Other than the audit and these assignments, we have no relationship with or interests in the Department.



B R Penrose  
Ernst & Young  
On behalf of the Auditor-General  
Wellington, New Zealand

# PERFORMANCE INFORMATION

## STATEMENT OF OBJECTIVES AND SERVICE PERFORMANCE

### OUTPUT CLASS D1 – POLICY ADVICE

This class of outputs includes the provision of policy advice to the Government and to the Minister relating to land, property and seabed information as well as the provision of Ministerial support.

### OUTPUT 110 – POLICY DEVELOPMENT AND MINISTERIAL SERVICES

#### DESCRIPTION

This output involves the provision of policy advice, briefings and support on matters relating to the following departmental functions:

- > land rights register;
- > property valuation for rating purposes;
- > geodetic and cadastral survey reference systems;
- > topographic and hydrographic information systems; and
- > management, acquisition and disposal of Crown land and Crown land-related liabilities and responsibilities (outside the conservation estate);

and the provision of support to the Minister, which includes:

- > draft replies to Ministerial correspondence (including Official Information Act and Ombudsmen requests);
- > answers to parliamentary questions;
- > draft speech notes;
- > draft communication releases;
- > briefing notes; and
- > the production of the Department's accountability documents (Estimates, Statement of Intent, Annual Report, Output Plan).

The policy advice function encompasses new policy proposals, reviews of legislation, proposed new legislation, reports to Cabinet, Cabinet committees and parliamentary select committees, and consultation with, and advice to, other departments on policy matters relating to departmental functions.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <ul style="list-style-type: none"> <li>&gt; All milestones in the Output Plan completed.</li> <li>&gt; Policy advice, briefings and support on matters relating to departmental functions provided to the Minister as required.</li> <li>&gt; 240 (est) ministerials processed. (range 220 – 260)</li> <li>&gt; 60 (est) parliamentary questions answered. (range 40 – 80)</li> <li>&gt; Accountability documents (as indicated in the description) completed.</li> </ul>	<p>Five of nine milestones completed. Three milestones were affected by Cabinet and Ministerial decisions and one milestone is awaiting input from another party.</p> <p>233 briefing notes and submissions were provided to the Minister.</p> <p>119 ministerials were processed. <i>This is a demand-driven activity.</i></p> <p>78 responses to parliamentary questions were completed.</p> <p>All accountability documents were completed (Annual Report 2003/04, Statement of Intent, Estimates and Output Plan 2004/05).</p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>&gt; All policy advice, Ministerial responses and other reports will be to the policy advice quality standards in Appendix A.</li> <li>&gt; The Department will achieve a minimum rating of “good” from six-monthly assessments by the Minister on its performance against the policy advice quality standard.</li> <li>&gt; 95% of the Department’s Cabinet papers will be acceptable to the Minister’s Office or Cabinet Office, without amendment.</li> <li>&gt; An independent person will undertake annually a quality assessment of a selection of the Cabinet papers prepared by the Department during the year.</li> <li>&gt; 95% of responses to Ministerial correspondence will be acceptable for the Minister’s signature, without amendment.</li> <li>&gt; All responses will be to the Ministerial communication quality standard attached in Appendix A.</li> <li>&gt; All base data in responses to parliamentary questions will be accurate.</li> <li>&gt; Accountability documents will meet the advised standards and specifications.</li> </ul>	<p>Standards met.</p> <p><u>July – December 2004</u> As LINZ reported to four Ministers/Acting Ministers from October to December 2004, a response was not sought in the first half year.</p> <p><u>January - June 2005</u> The Minister did not provide a rating. He commented that he found “in general...LINZ to be responsive and responsible” and that the administrative processes are “in good shape”.</p> <p>11/16 Cabinet papers were accepted by the Cabinet Office and the Minister’s Office without amendment. Five Cabinet papers required minor amendment. These amendments were a result of the Minister’s discussions with Officials or Ministerial colleagues.</p> <p>An independent review for LINZ “Revisiting Quality Policy: Land Information New Zealand in 2004” was undertaken in November 2004. LINZ is seeking to implement recommendations for improvement in 2005/06.</p> <p>98% (117/119) of responses to Ministerial correspondence were accepted without amendment.</p> <p>All standards were complied with.</p> <p>All base data was accurate.</p> <p>All standards were complied with.</p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Timeliness</b></p> <ul style="list-style-type: none"> <li>› All milestones in the Output Plan will be completed by the dates specified in the plan or as negotiated with the Minister.</li> <li>› All policy advice, briefings and support on matters relating to departmental functions will be delivered within agreed or statutory timeframes.</li> <li>› All replies to Ministerial correspondence will be provided to the Minister's Office within 10 working days or by a date agreed with the Minister's Office.</li> <li>› All responses to questions will be provided by the date specified by the Minister's Office.</li> <li>› All accountability documents will be completed by the specified deadlines.</li> </ul>	<p>Three of nine projects completed on time. Five milestone deadlines were affected by Ministerial and Cabinet decisions. One milestone awaits input from another party.</p> <p>All stated deadlines were met.</p> <p>All replies were provided within 10 working days or the date agreed with the Minister's Office.</p> <p>All specified deadlines were met.</p> <p>All specified deadlines were met.</p>

## FINANCIAL PERFORMANCE

Actual 30/6/04 \$000		Actual 30/06/05 \$000	Voted 30/06/05 \$000
2,204	Revenue Crown	2,141	2,141
0	Revenue Other	18	13
2,204	Total Revenue	2,159	2,154
2,084	Total Expenses	2,140	2,154
120	Net Surplus/(Deficit)	19	0
2,360	Appropriation	2,410	2,424

# PERFORMANCE INFORMATION

## OUTPUT CLASS D2 – STANDARDS AND QUALITY ASSURANCE

### DESCRIPTION

This output class includes the regulatory activities for which the Department is responsible. It encompasses standard-setting and quality assurance for the following activities:

- > the delivery of Crown property management, acquisition and disposal services;
- > property valuation for rating purposes; and
- > the collection, authorisation, management and dissemination of information associated with the:
  - land rights registration system;
  - geodetic and cadastral survey reference systems;
  - topographic information systems;
  - hydrographic information systems.

There are two outputs in this output class.

## OUTPUT 210 – STANDARDS

### DESCRIPTION

This output includes the development, review and implementation of standards for the quality and functionality of the national systems for which LINZ is responsible.

In addition this output involves:

- > the provision of technical advice to the Government and stakeholders;
- > statutory delegations for registration and survey functions;
- > support to the Valuers Registration Board and the New Zealand Geographic Board;
- > support to the electoral system, dealing with claims for compensation made under the Land Transfer Act;
- > appeals from decisions of delegated staff; and
- > liaison and exchanges of information internationally and with national advisory groups on standards.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <ul style="list-style-type: none"><li>&gt; All milestones in the Output Plan completed.</li><li>&gt; 10 (est) standards and supporting documentation developed and implemented as new government policy, legislation, case law, audit findings, risk analysis and technology changes require in the following regulatory areas:<ul style="list-style-type: none"><li>– land rights register</li><li>– survey system</li><li>– valuation for rating purposes</li><li>– topographic/hydrographic information</li><li>– Crown property (range 5 – 15)</li></ul></li><li>&gt; 50 documents related to standards reviewed in the above regulatory areas (year 1 of three-year review) (range 40 – 60)</li></ul>	<p>All five milestones in the Output Plan were completed.</p> <p>Two new standards and guidelines were developed and implemented. Twenty-two other intervention documents were updated or completed.</p> <p><i>Activity has primarily concentrated on developing a three-year programme to review and rationalise all existing standards documentation.</i></p> <p>A comprehensive review and rationalisation of 244 documents related to standards has been completed.</p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>› All reports for milestones in the Output Plan will meet the policy advice quality standard attached as Appendix A.</li> <li>› All implementation projects in the Output Plan will meet the quality standards as defined in the project work programme.</li> <li>› All new and reviewed standards and supporting documentation will be in accordance with the LINZ risk-based standards development framework.</li> <li>› All standards will be cleared by the LINZ Standards Review Committee and signed off by the responsible regulatory chief.</li> </ul>	<p>The reports for all milestones completed met the quality standard.</p> <p>All implementation projects completed met the defined quality standards. No assessment has yet been made about the results of one milestone as it is a three-year programme that commenced in 2005.</p> <p>The two new standards were reviewed in accordance with the former process, and all the revised standards are being reviewed in accordance with the new risk-based standards development framework.</p> <p>LINZ no longer has a Standards Review Committee as a new standard-setting process has been developed. All standards reviewed have complied with this process and were signed by the responsible regulator.</p>
<p><b>Timeliness</b></p> <ul style="list-style-type: none"> <li>› All milestones in the Output Plan will be completed by the dates specified in the plan or as negotiated with the Minister.</li> <li>› All standards will be developed, reviewed and implemented in accordance with the timeframes specified in each business group's annual business plan.</li> </ul>	<p>All milestones were completed on time.</p> <p>A detailed work programme has been finalised to review all 84 standards over the next three years. This requirement has been incorporated into the business plan.</p>

# PERFORMANCE INFORMATION

## OUTPUT 220 – QUALITY ASSURANCE

### DESCRIPTION

This output involves the ongoing monitoring and auditing of compliance to ensure that standards are met.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <ul style="list-style-type: none"> <li>&gt; An annual QA monitoring plan will be completed.</li> <li>&gt; 15 audit programmes will be completed in the following regulatory areas:               <ul style="list-style-type: none"> <li>– land rights register</li> <li>– survey system</li> <li>– valuation for rating purposes</li> <li>– topographic/hydrographic information</li> <li>– Crown property.</li> </ul> </li> </ul>	<p>A comprehensive audit/monitoring framework that incorporates a three-year audit and monitoring plan has been developed.</p> <p>12 audit programmes were completed and three audit programmes have the field work completed and require final audit reports.</p>
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>&gt; The annual QA monitoring plan will include:               <ul style="list-style-type: none"> <li>– areas identified by “high-risk area” reports</li> <li>– follow-up of previous audit recommendations</li> <li>– relevant standards to be complied with.</li> </ul> </li> <li>&gt; All audits conducted under these programmes will meet the criteria specified in the terms of reference for each audit.</li> </ul>	<p>The audit/monitoring framework referred to above includes all these elements.</p> <p>All audits met the criteria specified in each terms of reference.</p>
<p><b>Timeliness</b></p> <ul style="list-style-type: none"> <li>&gt; All timeframes [for audits] specified in the annual business plan will be met.</li> <li>&gt; All audits conducted under these programmes will meet the timeframes specified in the terms of reference for each audit.</li> </ul>	<p>All audits met the timeframes specified in the audit schedule.</p> <p>All audits met the timeframes specified in the terms of reference or an agreed extended timeframe due to unforeseen circumstances.</p>

### FINANCIAL PERFORMANCE

Actual 30/6/04 \$000		Actual 30/06/05 \$000	Voted 30/06/05 \$000
4,964	Revenue Crown	4,997	4,997
6,292	Other Revenue	4,341	5,711
11,256	Total Revenue	9,338	10,708
10,060	Total Expenses	9,496	10,183
1,196	Net Surplus/(Deficit)	(158)	525
11,467	Appropriation	10,663	11,522

# PERFORMANCE INFORMATION

## OUTPUT CLASS D3 – LAND AND SEABED DATA CAPTURE AND PROCESSING

Output Class 3 involves the collection of data for specific public policy, operational business, or legislative purposes. It includes the capture and processing (receipt, validation, authorisation, manipulation, updating) of hydrographic, topographic, land title and survey information (cadastral and geodetic). There are four outputs in this output class.

## OUTPUT 310 – DELIVERY OF THE LAND RIGHTS REGISTRATION AND CADASTRAL SURVEY SYSTEMS

### DESCRIPTION

The delivery of accurate and timely services in relation to the land rights registration and cadastral survey systems including:

- › registration of land title transactions;
- › issue of new land titles;
- › authorisation of cadastral survey datasets; and
- › updating of the cadastral survey reference system.

Work in this output is defined in the annual service delivery work programmes of the Registrar-General of Land and the Surveyor-General in LINZ.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <ul style="list-style-type: none"> <li>› 124,000 (est) titles documents processed from <b>electronic</b> lodgement.</li> <li>› 780,000 (est) titles documents processed from <b>paper</b> lodgement or return from requisition.</li> <li>› 3,300 (est) cadastral survey datasets processed from <b>electronic</b> lodgement.</li> <li>› 10,000 (est) cadastral survey datasets processed from <b>paper</b> lodgement or return from requisition.</li> </ul>	<p>35,536 documents processed. <i>A Customer Initiatives Programme has been in place since May 2004 and is increasing uptake of e-lodgement where training has been completed.</i></p> <p>861,490 documents processed. <i>The number is higher due to lower than forecast number of <u>electronic</u> lodgements, and economic conditions for property transactions being more favourable than forecast.</i></p> <p>1,883 cadastral survey datasets processed from electronic lodgement. <i>Training and support initiatives for e-survey customers have been in place since July 2004 and uptake is increasing.</i></p> <p>13,014 cadastral survey datasets processed from paper lodgement.</p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>&gt; A minimum rating of “good” is achieved in the quality category of monthly independent telephone surveys of randomly selected regular customers.</li> <li>&gt; All titles documents processed according to standards set by the Registrar-General of Land.</li> <li>&gt; Error ratings recorded against titles will be 0.2% or less as recorded in the Corrections Register.</li> <li>&gt; All cadastral survey datasets (CSDs) processed and integrated into Landonline according to standards set by the Surveyor-General.</li> </ul>	<p>The standard of “good” was met or exceeded every month.</p> <p>All titles documents were processed according to standards set by the Registrar-General of Land.</p> <p>The error ratings recorded were lower than 0.2% of titles issued or re-issued in each processing centre for the year.</p> <p>All approved cadastral survey datasets complied with the standards.</p>
<p><b>Timeliness</b></p> <ul style="list-style-type: none"> <li>&gt; A minimum rating of “good” is achieved in the timeliness category of monthly independent telephone surveys of randomly selected regular customers.</li> <li>&gt; Landonline system available 98.75% of the time between 7am and 7pm on working days<sup>1</sup>.</li> <li>&gt; 95% of titles documents processed from <b>paper</b> lodgement or return from requisition within 15 working days<sup>2</sup>.</li> <li>&gt; 90% of cadastral survey datasets processed from <b>electronic</b> lodgement or return from requisition within 10 working days.</li> <li>&gt; 90% of cadastral survey datasets processed from <b>paper</b> lodgement or return from requisition within 20 working days.</li> <li>&gt; 90% of cadastral survey datasets integrated into Landonline within 20 working days from approval/ deposit<sup>3</sup>.</li> </ul>	<p>The standard of “good” was met or exceeded every month.</p> <p>The system was available 99.94% of the time.</p> <p>Performance for the year was 98.7% with no month below 95%.</p> <p>Performance for the year was 97.6% with no month below 94%.</p> <p>94.7% were processed within 20 working days.</p> <p>85.7% were processed within 20 working days. <i>Additional resources were employed to ensure performance targets could be met. For the last six months, performance was 90.8%.</i></p>

1 Note that documents can be lodged between 9am and 4pm on working days.

2 Electronically lodged titles documents are processed immediately online.

3 Twenty working days from deposit of Land Transfer cadastral datasets, or from approval of Māori Land or Survey Office cadastral datasets.

# PERFORMANCE INFORMATION

## OUTPUT 320 – GENERATION OF THE NATIONAL AUTHORITATIVE GEOSPATIAL RECORD

### DESCRIPTION

This output involves the delivery of those services necessary to meet the requirements set out in the annual work programmes of the LINZ regulatory group for the generation of the national authoritative geospatial record, i.e. the geodetic reference system, topographic and hydrographic information and the electoral spatial reference dataset. The work programmes aim to ensure that the data generated is relevant and necessary for the customer and meets the required quality standards.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <ul style="list-style-type: none"> <li>› Data on 22 (est) topographic mapsheet areas revised. (range 15 – 22)</li> <li>› 69 (est) topographic maps printed. (range 55 – 69)</li> <li>› Data on 13 (est) hydrographic chartsheet areas revised. (range 9 – 13)</li> <li>› 8,000 (est) surveyed and/or maintained geodetic control marks. (range 7,000 – 9,000)</li> </ul> <p><b>Electoral Spatial Reference Dataset actions</b></p> <ul style="list-style-type: none"> <li>› 2,000 (est) address location requests processed. (range 1,500 – 2,500)</li> <li>› 10,000 (est) actions arising from new cadastral datasets processed. (range 8,000 – 12,000)</li> </ul>	<p>14 topographic mapsheets revised. Six are contracted for completion by September 2005.</p> <p>82 topographic maps printed. <i>Unforeseen “stock-outs” dictated the need to reprint additional sheets.</i></p> <p>12 hydrographic chartsheets revised. <i>A review of the layout of two charts with users is being undertaken before proceeding to print.</i></p> <p>6,360 control marks updated. <i>Several thousand additional levelling marks have also been captured but are awaiting the development of a script to load into Landonline.</i></p> <p>2,829 address location requests processed. <i>The increased activity was due to identifying the location of addresses to enable the placement of voters prior to the General Election.</i></p> <p>11,486 actions processed.</p>
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>› All topographic and hydrographic data generated will meet the data standards of the Chief Topographer/ Hydrographer as assessed by QA audit.</li> <li>› All geodetic data generated will meet the quality standards of the Surveyor-General as assessed by QA audit.</li> <li>› All electoral spatial reference dataset actions will meet the quality standards in the SLAs with Statistics New Zealand, the Electoral Enrolment Centre, the Chief Electoral Office and the Surveyor-General, as assessed by QA audit.</li> </ul>	<p>Data being processed in accordance with standards. No audits have been undertaken to date. <i>The audit requirements are currently being reviewed.</i></p> <p>Data generated generally met the standard. Minor amendments were identified through two geodetic audits.</p> <p>Actions being undertaken in accord with standards. No audits have been undertaken to date. <i>The audit requirements are currently being reviewed.</i></p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Timeliness</b></p> <ul style="list-style-type: none"> <li>&gt; 95% of new data, maps or charts available in the databases or for dissemination within 20 working days after acceptance.</li> <li>&gt; 95% of notified critical changes, errors or omissions to topographic data available on NZTopoOnline within four working days of acceptance for individual features.</li> <li>&gt; 95% of new geodetic data available in the databases or for dissemination within 20 working days after receipt.</li> </ul> <p><b>Electoral Spatial Reference Dataset actions</b></p> <ul style="list-style-type: none"> <li>&gt; 90% of address location requests processed in 20 working days from receipt.</li> <li>&gt; 90% of actions arising from new cadastral datasets processed within 10 working days of approval/deposit<sup>4</sup>.</li> </ul>	<p>89% of completed charts were available within 20 working days.</p> <p><i>Two maps, representing 11%, were not loaded into the database within 20 days. This was due to a one-off event which has now been resolved. The average for loading all accepted maps and charts was 15 days.</i></p> <p>No critical changes, errors or omissions were notified in the period.</p> <p>74.0% of new data entries (4,709 of 6,360) processed within standard.</p> <p><i>There was a delay in deliverables from 2003/04 contracts that resulted in processing delays in the first six months of the year. For the last six months, processing performance has been in excess of 99.4%.</i></p> <p>79.5% of requests (2,249 of 2,829) processed within standard. Standard agreed by client – Statistics New Zealand – as being unrealistic. The standard is under review.</p> <p>96.7% of actions (11,103 of 11,486) processed within standard.</p>

<sup>4</sup> Twenty working days from deposit of Land Transfer cadastral datasets, or from approval of Māori Land or Survey Office cadastral datasets.

# PERFORMANCE INFORMATION

## OUTPUT 330 – GENERATION OF DATA TO SUPPORT NEW ZEALAND’S LEGAL CONTINENTAL SHELF DEFINITION

### DESCRIPTION

This output involves the delivery of data collection and analysis services necessary to meet the requirements of the work programme for the definition of New Zealand’s Continental Shelf. The Ministry of Foreign Affairs and Trade (MFAT) is the agency responsible for the submission to the United Nations Commission on the Continental Shelf.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <ul style="list-style-type: none"> <li>&gt; Resolution Ridge and Campbell Plateau submission report.</li> <li>&gt; Hikurangi Plateau and Chatham Rise submission report.</li> </ul>	<p>Resolution Ridge and Campbell Plateau submission report delivered to MFAT in July 2004.</p> <p>Hikurangi Plateau and Chatham Rise submission report delivered to MFAT in April 2005.</p>
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>&gt; Report will be completed in terms of the contract specifications and standards.</li> </ul>	<p>All reports met the specifications and standards. Peer review was undertaken in June 2004 for the Resolution Ridge and Campbell Plateau submission and in April 2005 for the Hikurangi Plateau and Chatham Rise submission.</p>
<p><b>Timeliness</b></p> <ul style="list-style-type: none"> <li>&gt; Report accepted by MFAT by 30 June 2005.</li> </ul>	<p>Resolution Ridge and Campbell Plateau submission report was accepted by MFAT in August 2004. The Hikurangi Plateau and Chatham Rise submission report was accepted by MFAT in April 2005.</p>

# PERFORMANCE INFORMATION

## OUTPUT 340 – DELIVERY OF THE CROWN PROPERTY CLEARANCE SERVICE

### DESCRIPTION

This output is the provision of a property clearance service for work undertaken by accredited providers. This work involves ensuring that all relevant information has been researched and assessed for relevance to the specific property, that the conclusions reached are in line with the facts and the legislative provisions, and that the recommendation is consistent with those conclusions.

Projected Performance	Performance Achieved
<b>Quantity</b> > 3,000 (est) property reports will be cleared and a statutory decision made. (range 2,500 – 3,500)	3,035 statutory decisions made.
<b>Quality</b> > The service will be provided in accordance with the Crown property standards as assessed by QA audit.	No audit was performed in 2004/05. <i>The audit was postponed until later in 2005 to coincide with implementation of the new Clearances application. Staff and processes have remained the same as last year and no exceptions were noted during the year.</i>
<b>Timeliness</b> > 95% of statutory reports and recommendations received will be cleared or responded to within five working days.	92% of all reports and recommendations were cleared or responded to within five working days.

### FINANCIAL PERFORMANCE

Actual 30/6/04 \$000		Actual 30/06/05 \$000	Voted 30/06/05 \$000
19,525	Revenue Crown	14,426	14,426
20,519	Other Revenue	22,257	18,273
40,044	Total Revenue	36,683	32,699
41,951	Total Expenses	37,438	38,716
(1,907)	Net Surplus/(Deficit)	(755)	(6,017)
46,957	Appropriation	42,023	42,803

# PERFORMANCE INFORMATION

## OUTPUT CLASS D4 – LAND AND SEABED INFORMATION STORAGE AND MANAGEMENT

This output class includes the efficient and secure management of LINZ’s databases and systems for storing and managing data, including enhancements to relevant processes and systems. Protection of the Government’s ownership interest in terms of maintaining capability and future proofing is an important aspect of this output class.

There are two outputs in this output class.

### OUTPUT 410 – ONGOING MAINTENANCE OF AN INFORMATION SYSTEMS INFRASTRUCTURE THAT PROTECTS THE INTEGRITY AND SECURITY OF AUTHORITATIVE DATABASES

#### DESCRIPTION

This output ensures the ongoing maintenance of an information systems infrastructure protecting the integrity and security of LINZ’s authoritative databases (including the land rights register, the geodetic and cadastral survey reference system, topographic, hydrographic and Crown land databases and the electoral spatial reference dataset). It includes database management, disaster recovery systems, protection of intellectual property rights, and protection against physical damage, corruption, illegal alteration, deterioration and obsolescence.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <p><b>Electronic facilities management for Landonline</b></p> <ul style="list-style-type: none"> <li>Managed in accordance with the quality standards in the contract.</li> </ul> <p><b>Maintenance of information systems infrastructure</b></p> <ul style="list-style-type: none"> <li>Managed in accordance with the code of practice and specifications for Information Security Management systems and consistent with the New Zealand e-Government Interoperability Framework (eGIF)<sup>5</sup></li> </ul>	<p>The standards have been met.</p> <p>Managed in accordance with the code of practice and specifications and consistent with eGIF.</p>
<p><b>Timeliness</b></p> <p><b>Electronic facilities management for Landonline</b></p> <ul style="list-style-type: none"> <li>Landonline available 98.75% of the time between 7am and 7pm on working days.</li> </ul> <p><b>Maintenance of information systems infrastructure</b></p> <ul style="list-style-type: none"> <li>All LINZ network systems available 98.75% of the time between 7am and 7pm on working days.</li> </ul>	<p>The system was available 99.94% of the time.</p> <p>The system was available 99.09% of the time.</p>

<sup>5</sup> The New Zealand e-Government Interoperability Framework enhances the capability of agencies to integrate information/services across agency boundaries and provide easy electronic access to government information/services for individuals and businesses.

# PERFORMANCE INFORMATION

## OUTPUT 420 – INFORMATION SYSTEMS DEVELOPMENT

### DESCRIPTION

This output involves the development and implementation of enhancements to the information systems infrastructure – as distinct from the routine or programmed maintenance covered in Output 410. Because of their one-off nature and scales in terms of time and money, these developments are prioritised and generated on a project basis.

Projected Performance	Performance Achieved
<b>Quantity</b> <ul style="list-style-type: none"> <li>&gt; 12 projects as determined by the LINZ strategic project approval process and aligned with the Government's objectives and funding priorities. (range 10 – 15)</li> </ul>	<p>Seven active strategic projects were live as at 1 July 2004. Thirteen new strategic projects were approved through the strategic project approval process and approved by the LINZ Executive Committee.</p>
<b>Quality</b> <ul style="list-style-type: none"> <li>&gt; Managed in accordance with the LINZ project framework which includes:                             <ul style="list-style-type: none"> <li>– risk management</li> <li>– robust governance arrangements</li> <li>– evaluation and review.</li> </ul> </li> <li>&gt; Project deliverables will meet the quality standards defined in the relevant project plan.</li> </ul>	<p>Projects are managed in accordance with the LINZ Project Management Framework.</p> <p>Of the five projects completed, the project deliverables were accepted in three cases. Acceptance of the remaining two project deliverables is awaiting post-project audits.</p>
<b>Timeliness</b> <ul style="list-style-type: none"> <li>&gt; The timelines set in the project plans for each development project will be met.</li> </ul>	<p>Seven projects were completed. All delays to projects against project plans were approved by relevant steering committees.</p>

### FINANCIAL PERFORMANCE

Actual 30/6/04 \$000		Actual 30/06/05 \$000	Voted 30/06/05 \$000
4,353	Revenue Crown	3,561	3,561
36,582	Other Revenue	29,313	31,607
40,935	Total Revenue	32,874	35,168
31,469	Total Expenses	26,695	28,312
9,466	Net Surplus/(Deficit)	6,179	6,856
36,586	Appropriation	30,804	32,708

# PERFORMANCE INFORMATION

## OUTPUT CLASS D5 – LAND AND SEABED INFORMATION ACCESS AND DISSEMINATION

### DESCRIPTION

This output class involves the provision of easy, widely available and equitable access to, and dissemination of, information (both electronic and paper) held by LINZ. Access means, amongst other things: choice of means of service delivery (paper or electronic); affordability; accessibility by Māori; and the ability of deaf, blind and English second language speakers to access the information they need in a usable form.

## OUTPUT 510 – PROVISION OF ACCESS TO INFORMATION AND SERVICES

### DESCRIPTION

This output involves the provision of access and a dissemination service for the public to the following:

- > land title and cadastral and geodetic survey information;
- > topographic information; and
- > hydrographic information.

Projected Performance	Performance Achieved
<p><b>Quantity</b>  <b>Land title, and cadastral and geodetic survey information</b></p> <ul style="list-style-type: none"> <li>&gt; 1,600,000 <b>electronic</b> title records supplied. (range 1,400,000 – 1,800,000)</li> <li>&gt; 55,000 <b>paper</b> title records supplied. (range 45,000 – 65,000)</li> <li>&gt; 175,000 <b>electronic</b> survey records supplied. (range 125,000 – 225,000)</li> <li>&gt; 6,500 <b>paper</b> survey records supplied. (range 5,000 – 8,000)</li> </ul>	<p>2,657,260 electronic title records supplied.  <i>The improved availability of records enabled by Landonline, along with greater activity in the property market, has resulted in more record requests than forecast.</i></p> <p>Approximately 20,800 paper title records supplied.  <i>Manual searches were lower than forecast due to an increase in electronic searching. Requests for paper title records were 0.8% of total title records supplied. New systems are being introduced to enable an accurate record of requests for paper records to be kept.</i></p> <p>189,868 electronic survey records supplied.</p> <p>Approximately 3,800 paper survey records supplied.  <i>Manual searches were lower than forecast due to an increase in electronic searching. Requests for paper survey records were 2.0% of total survey records supplied. New systems are being introduced to ensure an accurate record of requests for paper records is kept.</i></p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Quality</b>  <b>Land title, cadastral and geodetic survey information</b></p> <ul style="list-style-type: none"> <li>&gt; Achieve a minimum rating of “good” in the quality category of monthly independent telephone surveys of randomly selected regular customers.</li> </ul> <p><b>Topographic and hydrographic information (maps, charts and information)</b></p> <ul style="list-style-type: none"> <li>&gt; Maintain a full inventory of topographic and hydrographic information.</li> <li>&gt; Achieve in an annual survey a minimum rating of “good” from 90% of regular customers who use topographic and hydrographic information products and services. The survey will include the following attributes:               <ul style="list-style-type: none"> <li>- fitness-for-purpose</li> <li>- accessibility</li> <li>- availability of goods and services.</li> </ul> </li> </ul>	<p>The standard of “good” was met or exceeded every month.</p> <p>Complete inventories exist for all information.</p> <p>Not measured in 2004/05.  <i>This was affected by the LINZ realignment and a decision being made to move to a two-stage process for customer feedback, initially focusing on a qualitative review before the quantitative customer survey was commissioned. A research company has now been contracted to assess customer satisfaction with, among other things, LINZ’s topographic and hydrographic products and services. Final results are expected in January 2006.</i></p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Timeliness</b></p> <p><b>Land title, cadastral and geodetic survey information</b></p> <ul style="list-style-type: none"> <li>&gt; Landonline system available 98.75% of the time between 7am – 7pm on working days.</li> <li>&gt; 90% of requests for copies or originals of paper records ready for customer collection, viewing or dispatched in two working days<sup>6</sup>.</li> <li>&gt; Achieve a minimum rating of “good” in the timeliness category of monthly independent telephone surveys of randomly selected regular customers.</li> </ul> <p><b>Topographic and hydrographic information (maps, charts and information)</b></p> <ul style="list-style-type: none"> <li>&gt; NZTopoOnline information available 95% of the time via the Internet.</li> <li>&gt; NZ Mariner and updates dispatched to the customer within two working days of order received or update due.</li> <li>&gt; Topographic maps/hydrographic charts dispatched to the retailer within two working days of order received.</li> </ul>	<p>The system was available 99.94% of the time.</p> <p>91.7% of title records and 90.3% of survey records available to customers within the standard.</p> <p>The standard of “good” was met or exceeded every month.</p> <p>NZTopoOnline has been available 98.7% of the time.</p> <p>Standard met.</p> <p>Standard met.</p>

## FINANCIAL PERFORMANCE

Actual 30/6/04 \$000		Actual 30/06/05 \$000	Voted 30/06/05 \$000
1,356	Revenue Crown	1,324	1,324
5,213	Other Revenue	5,463	5,246
6,569	Total Revenue	6,787	6,570
5,560	Total Expenses	5,058	5,144
1,009	Net Surplus/(Deficit)	1,729	1,426
6,381	Appropriation	5,906	5,966

<sup>6</sup> LINZ public counters are open 9am – 4pm on standard working days. Copies will be dispatched when payment is received by LINZ.

# PERFORMANCE INFORMATION

## OUTPUT CLASS D6 – CROWN PROPERTY MANAGEMENT AND DISPOSAL SERVICES

### DESCRIPTION

This output class involves the management and disposal of the Crown's interest in land and property (outside of the Conservation estate) and acquisition, management and disposal of land and property administered by the Department on behalf of the Crown.

### OUTPUT 610 – CROWN PROPERTY MANAGEMENT AND DISPOSAL SERVICES

This output involves the provision of services necessary for the efficient management of Crown land and land-related liabilities. The services include:

- › Crown property management (Note: LINZ administers 4,500 properties on behalf of the Crown: of these, 2,500 properties are in two property management contracts. The minimum criterion for a property to be included in a property management contract is that rates are levied against that property);
- › Crown property disposal;
- › Crown property acquisition;
- › Crown Pastoral Lease Land Tenure Reform;
- › Crown forest management; and
- › Management of land-related liabilities.

Projected Performance	Performance Achieved
<p><b>Quantity</b></p> <ul style="list-style-type: none"> <li>› 780 properties are leased or licensed. (range 750 – 900)</li> <li>› Revenue sales of \$0.370 million (<math>\pm</math> 10%) from the properties available for disposal.</li> <li>› Properties purchased (undertaken on an “as required” basis).</li> <li>› 12 tenure review substantive proposals put to leaseholders. (range 10 – 18)</li> <li>› 600 land-related liabilities managed. (range 600 – 700)</li> <li>› 73 Crown Forest Licences managed. (range 70 – 80)</li> </ul>	<p>792 properties leased or licensed.</p> <p>Revenue of \$35.627 million achieved. Target of \$0.370 million revised to \$12 million in the October Baseline Update (OBU). The new revenue target resulted from progress in satisfying a commitment made in 1993 to offer a number of Auckland properties to Ngāti Whatua. The variance over the \$12 million OBU forecast is due to the sale of Crown Forest Licence Land to Ngāti Awa, which was in addition to the full year's revenue target.</p> <p>No properties were purchased.</p> <p>12 substantive proposals were put to leaseholders.</p> <p>463 land liabilities managed. <i>A number of ex-Crown Forestry Management liabilities have been settled over the past two to three years.</i></p> <p>71 Crown Forest Licences managed.</p>
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>› Services delivered will meet the specifications in the contract.</li> </ul>	<p>Services delivered met the specifications.</p>

# PERFORMANCE INFORMATION

Projected Performance	Performance Achieved
<p><b>Quality</b></p> <ul style="list-style-type: none"> <li>&gt; All properties disposed of will have the necessary statutory clearances.</li> <li>&gt; Properties purchased in accordance with statutory requirements.</li> <li>&gt; Tenure Review substantive proposals will meet the LINZ Crown Pastoral Land Standards.</li> <li>&gt; Crown Forest Licences managed in accordance with the specifications in Part 2 of the Crown Forest Licence Management Agreement.</li> <li>&gt; Land-related liabilities managed in accordance with the requirements in the LINZ "Operating Framework for the Investigation and Management of Land-related Crown Liabilities".</li> </ul>	<p>All properties disposed of had the necessary statutory clearances.</p> <p>No properties were purchased.</p> <p>The 12 substantive proposals put to leaseholders all complied with the Crown Pastoral Land Standards.</p> <p>All Crown Forest Licences were managed in accordance with the specifications in Part 2 of the Crown Forest Licence Management Agreement.</p> <p>The management of contingent liabilities has been in accordance with the requirements of the Operating Framework.</p>
<p><b>Timeliness</b></p> <ul style="list-style-type: none"> <li>&gt; Services will be delivered in accordance with the timeframes in the contract.</li> <li>&gt; Revenue target reached by year end.</li> <li>&gt; Property purchases will be completed within timeframes agreed with stakeholders.</li> <li>&gt; Tenure Review substantive proposals will be put to the leaseholder within 15 working days of being signed on behalf of the Crown.</li> <li>&gt; Timeframes in Part 2 of the Crown Forest Licence Management Agreement will be met.</li> <li>&gt; Timeframes in the LINZ "Operating framework for the Investigation and Management of Land Related Crown Liabilities" will be met.</li> </ul>	<p>Services delivered in accordance with the timeframes in the contract.</p> <p>Revised target of \$12 million exceeded at year end.</p> <p>No properties were purchased.</p> <p>All 12 substantive proposals were put to leaseholders within 10 days of execution by a delegated officer.</p> <p>All Crown Forest Licences managed in accordance with the timeframes in Part 2 of the Crown Forest Licence Management agreement.</p> <p>The management of contingent liabilities was in accordance with the timeframes set out in the Operating Framework.</p>

## FINANCIAL PERFORMANCE

Actual 30/6/04 \$000		Actual 30/06/05 \$000	Voted 30/06/05 \$000
12,659	Revenue Crown	14,830	14,830
9	Other Revenue	47	30
12,668	Total Revenue	14,877	14,860
12,656	Total Expenses	12,251	14,860
12	Net Surplus/(Deficit)	2,626	0
14,240	Appropriation	14,111	16,718

# FINANCIAL STATEMENTS

## STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2005

Actual 30/6/04 \$000		Notes	Actual 30/6/05 \$000	Budget [Note 1] 30/6/05 \$000
	<b>Revenue</b>			
45,061	Crown		41,279	41,279
68,615	Other	2	61,439	60,880
<b>113,676</b>	<b>Total operating revenue</b>		<b>102,718</b>	<b>102,159</b>
	<b>Expenditure</b>			
35,321	Personnel costs	3	36,536	36,406
55,235	Operating costs	4	43,085	49,407
8,867	Depreciation	5	9,356	9,455
4,357	Capital charge	6	4,101	4,101
<b>103,780</b>	<b>Total expenditure</b>		<b>93,078</b>	<b>99,369</b>
<b>9,896</b>	<b>Net surplus</b>		<b>9,640</b>	<b>2,790</b>

## STATEMENT OF MOVEMENTS IN TAXPAYERS' FUNDS FOR THE YEAR ENDED 30 JUNE 2005

Actual 30/6/04 \$000		Notes	Actual 30/6/05 \$000	Budget [Note 1] 30/6/05 \$000
51,259	Taxpayers' funds as at 1 July	51,259		51,259
9,896	Net surplus		9,640	2,790
<b>9,896</b>	<b>Total recognised revenue and expense for the year</b>		<b>9,640</b>	<b>2,790</b>
(9,896)	Provision for repayment of surplus to the Crown	7	(9,640)	(2,790)
<b>51,259</b>	<b>Taxpayers' funds as at 30 June</b>		<b>51,259</b>	<b>51,259</b>

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

# FINANCIAL STATEMENTS

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2005

Actual 30/6/04 \$000		Notes	Actual 30/6/05 \$000	Budget 30/6/05 \$000
51,259	Taxpayers' funds		51,259	51,259
<b>51,259</b>	<b>Total taxpayers' funds</b>		<b>51,259</b>	<b>51,259</b>
	Represented by:			
	Current assets			
6,735	Cash and bank		4,430	6,293
571	Prepayments		578	600
6,196	Debtors and receivables	8	10,292	4,095
<b>13,502</b>	<b>Total current assets</b>		<b>15,300</b>	<b>10,988</b>
	Non-current assets			
72,801	Property, plant and equipment	9, 10	65,711	68,563
217	Work in progress		965	0
<b>73,018</b>	<b>Total non-current assets</b>		<b>66,676</b>	<b>68,563</b>
<b>86,520</b>	<b>Total assets</b>		<b>81,976</b>	<b>79,551</b>
	Less current liabilities			
11,064	Creditors and payables	11	9,875	12,120
4,028	Provisions	12	1,115	3,382
	Provision for repayment of surplus			
9,896	to Crown	7	9,640	2,790
3,383	Employee entitlements	13	3,757	4,000
2,381	Deferred revenue		1,638	2,000
<b>30,752</b>	<b>Total current liabilities</b>		<b>26,025</b>	<b>24,292</b>
	Non-current liabilities			
4,504	Employee entitlements	13	4,692	4,000
5	Other term liabilities		0	0
<b>4,509</b>	<b>Total non-current liabilities</b>		<b>4,692</b>	<b>4,000</b>
<b>35,261</b>	<b>Total liabilities</b>		<b>30,717</b>	<b>28,292</b>
<b>51,259</b>	<b>Net assets</b>		<b>51,259</b>	<b>51,259</b>

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

# FINANCIAL STATEMENTS

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2005

Actual 30/6/04 \$000		Notes	Actual 30/6/05 \$000	Budget 30/6/05 \$000
	<b>Cash flows from operating activities</b>			
	Cash provided from:			
	Supply of outputs to:			
46,058	Crown		36,940	44,080
69,828	Other		60,939	59,799
115,886			97,879	103,879
	Cash disbursed to:			
	Produce outputs:			
(35,133)	Personnel		(37,138)	(36,273)
(57,086)	Operating		(45,961)	(49,051)
(4,357)	Capital charge		(4,101)	(4,101)
(96,576)	Cash disbursed to cost of producing outputs		(87,200)	(89,425)
<b>19,310</b>	<b>Net cash flows from operating activities</b>	<b>14</b>	<b>10,679</b>	<b>14,454</b>
	<b>Cash flows from investing activities</b>			
	Cash provided from:			
66	Sale of plant, property and equipment		80	0
	Cash disbursed to:			
(3,707)	Purchase of plant, property and equipment		(3,168)	(5,000)
<b>(3,641)</b>	<b>Net cash flows from investing activities</b>		<b>(3,088)</b>	<b>(5,000)</b>
	<b>Cash flows from financing activities</b>			
	Cash provided from:			
0	Capital contribution		0	0
	Cash disbursed to:			
(12,870)	Repayment of surplus		(9,896)	(9,896)
<b>(12,870)</b>	<b>Net cash flows from financing activities</b>		<b>(9,896)</b>	<b>(9,896)</b>
<b>2,799</b>	<b>Net increase/(decrease) in cash held</b>		<b>(2,305)</b>	<b>(442)</b>
3,936	Add opening cash balance		6,735	6,735
<b>6,735</b>	<b>Closing cash balance as at 30 June</b>		<b>4,430</b>	<b>6,293</b>

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

# FINANCIAL STATEMENTS

## STATEMENT OF COMMITMENTS AS AT 30 JUNE 2005

Land Information New Zealand has long-term leases on its premises throughout New Zealand. The annual lease payments are subject to regular reviews. The amounts disclosed below as future commitments are based on current rental rates. Operating lease commitments include lease payments for premises, office equipment and motor vehicles.

Non-cancellable contracts for supply of goods and services are mainly from Crown property management and Landonline system maintenance.

Actual 30/6/04 \$000		Actual 30/6/05 \$000
	<b>Operating commitments</b>	
	<b>Operating lease commitments</b>	
4,148	Less than one year	3,631
3,806	One to two years	2,205
5,958	Two to five years	5,301
2,328	More than five years	624
<b>16,240</b>	<b>Total operating lease commitments</b>	<b>11,761</b>
	<b>Non-cancellable contracts for supply of goods and services</b>	
12,679	Less than one year	8,358
4,040	One to two years	3,637
0	Two to five years	2,251
<b>16,719</b>	<b>Total non-cancellable contracts for supply of goods and services</b>	<b>14,246</b>
<b>32,959</b>	<b>Total commitments</b>	<b>26,007</b>

There were no capital commitments in the current or prior year.

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

# FINANCIAL STATEMENTS

## STATEMENT OF MEMORANDUM ACCOUNT FOR THE YEAR ENDED 30 JUNE 2005

Actual 30/6/04 \$000		Actual 30/6/05 \$000
	<b>Landonline (Land Titles and Survey Automation)</b>	
<b>41,417</b>	<b>Balance as at 1 July</b>	<b>45,891</b>
	Revenue	
66,683	Operating revenue	59,237
<b>66,683</b>	<b>Total revenue</b>	<b>59,237</b>
	Expenses	
62,209	Operating costs	56,680
<b>62,209</b>	<b>Total expenses</b>	<b>56,680</b>
4,474	Net surplus for year	2,557
<b>45,891</b>	<b>Balance as at 30 June</b>	<b>48,448</b>

The memorandum account is a notional account to record the accumulated balance of surpluses and deficits incurred for outputs operating on a full cost recovery basis. It is intended to provide a long-run perspective to the pricing of outputs.

## STATEMENT OF CONTINGENT LIABILITIES AS AT 30 JUNE 2005

The contingent liability for potential work on Crown lands represents the Department's best estimate of the cost of mitigating potential liabilities within its Crown property portfolio.

Quantifiable contingent liabilities are as follows:

Actual 30/6/04 \$000		Actual 30/6/05 \$000
1,679	Potential work on Crown lands	966
<b>1,679</b>	<b>Total contingent liabilities</b>	<b>966</b>

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

# FINANCIAL STATEMENTS

## STATEMENT OF DEPARTMENTAL EXPENDITURE AND APPROPRIATIONS FOR THE YEAR ENDED 30 JUNE 2005

(Figures are GST inclusive where applicable)

	Expenditure Actual 30/6/05 \$000	Appropriation Voted* 30/6/05 \$000	Variance Favourable/ (Unfavourable) \$000
<b>Appropriations for classes of outputs</b>			
D1 Policy Advice	2,410	2,424	14
D2 Standards and Quality Assurance	10,663	11,522	859
D3 Land and Seabed Data Capture and Processing	42,023	42,803	780
D4 Land and Seabed Information Storage and Management	30,804	32,708	1,904
D5 Land and Seabed Information Access and Dissemination	5,906	5,966	60
D6 Crown Property Management and Disposal Services	14,111	16,718	2,607
	<b>105,917</b>	<b>112,141</b>	<b>6,224</b>
<b>Appropriations for capital contributions</b>			
Capital Investment	0	9,336	9,336
<b>Total</b>	<b>105,917</b>	<b>121,477</b>	<b>15,560</b>

\* This includes adjustments made in the Supplementary Estimates (See Note 1).

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

# FINANCIAL STATEMENTS

## STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2005

### THE REPORTING ENTITY

Land Information New Zealand is a government department as defined by section 2 of the Public Finance Act 1989.

These financial statements have been prepared pursuant to section 35 of the Public Finance Act 1989 (as if that section had not been amended by the Public Finance Amendment Act 2004 (PFAA)), in accordance with section 33 of the PFAA.

In addition, the Department also reports on the Crown activities and Trust monies that it administers.

### MEASUREMENT BASE

The generally accepted accounting practice recognised as appropriate for the measurement and reporting of financial performance and financial position on a modified historical cost basis has been followed by the Department.

### ACCOUNTING POLICIES

#### Budget Figures

The budget figures are those presented in the Budget Night Estimates (Main Estimates) and those amended by the Supplementary Estimates and any transfer made by Order in Council under section 5 of the Public Finance Act 1989.

#### Revenue

The Department derives revenue through the provision of outputs to the Crown and for services to third parties.

Third party revenue is recognised when earned while Crown revenue is recognised where it can be reliably measured. The revenue is reported in the financial period to which it relates. Cash receipts for incomplete services are recognised as deferred revenue.

#### Cost Allocation

The Department determines the cost of outputs using a cost allocation system, which is outlined below:

- › Costs that are directly related to an output are allocated directly to that output.
- › Costs that are not directly related to a single output class are allocated to Direct Output Producing Cost Centres (DOPCC) using, as a proxy for consumption, cost drivers such as full-time equivalent staff (FTEs), floor area and estimated usage.

- › DOPCC costs are allocated to outputs using drivers appropriate to the source of the cost such as FTEs, estimated usage, and direct costs.

### DEBTORS AND RECEIVABLES

Debtors and receivables are stated at estimated realisable value after providing for doubtful and uncollectable debts. A provision for doubtful debts is raised where doubt as to collection exists, and debts which are known to be uncollectable are written off.

### LEASES

The Department leases office premises, office equipment and motor vehicles. As all the risks and benefits of ownership are substantially retained by the lessor, these leases are classified as operating leases.

Payments made under operating leases are charged as a period expense, in equal instalments over accounting periods covered by the lease term, except in those circumstances where an alternative basis would be more representative of the pattern of benefits to be derived from the leased property.

### SURPLUS LEASED ACCOMMODATION

The provision for surplus leased accommodation represents the Department's liability under lease agreements for surplus leased space. The provision is calculated on the net present value of the rental payable, less any revenue expected to be collected. The liability created is then amortised over the term of the lease.

### STATEMENT OF CASH FLOWS

For the purposes of the statement of cash flows, cash includes cash balances on hand, held in bank accounts.

Operating activities include cash received from all income sources of Land Information New Zealand, and record the cash payments made for the supply of goods and services.

Investing activities are those relating to the acquisition and disposal of non-current assets.

Financing activities comprise capital injections by, or repayment of capital to, the Crown.

# FINANCIAL STATEMENTS

## WORK IN PROGRESS

The value of non-current work in progress is the capitalised direct costs of incomplete capital projects.

## RESEARCH COSTS

Research cost is expensed in the period incurred.

## PLANT, PROPERTY AND EQUIPMENT

### Acquisition

All individual assets or groups of assets forming part of a network or which are material in aggregate, costing more than \$3,000, are capitalised and recorded at cost.

### Depreciation

Depreciation is provided on a straight-line basis on all plant, property and equipment, other than non-current work in progress. The depreciation period reflects the expected useful economic lives of the assets and is used to allocate the assets' costs or valuation less estimated residual value. The useful lives of the major classes of assets have been estimated as follows:

Motor vehicles	5 years
EDP equipment (including network and software)	3 to 20 years
Plant and equipment	4 to 10 years
Furniture and fittings	4 to 10 years
Leasehold property improvements	over term of lease

The cost of leasehold improvements is capitalised and depreciated over the unexpired period of the lease or the estimated remaining useful lives of the improvements, whichever is shorter.

## IMPAIRMENT

If the estimated recoverable amount of an asset is less than its carrying amount, the asset is written down to its estimated recoverable amount and an impairment loss is recognised as an expense in the statement of financial performance.

## PROVISION FOR EMPLOYEE ENTITLEMENTS

### Annual Leave

The provision for annual leave represents the amount which the Department has a present obligation to pay resulting from employees' services provided up to balance date.

The provision has been calculated at current wage and salary rates.

### Long Service Leave and Retirement Leave

The provision for long service leave and retirement leave represents the Department's long-term vested and unvested obligation calculated using the present value of the estimated future cash outflows (future salaries). Obligations payable within 12 months of the reporting date are based on current wages and salary rates.

## FOREIGN CURRENCY

Foreign currency transactions are translated to New Zealand dollars at the exchange rates prevailing at the dates of the transactions.

Where a forward foreign exchange contract has been used to establish the price of a transaction, the forward rate specified in that foreign exchange contract is used to translate that transaction to New Zealand dollars. Consequently, no exchange gain or loss resulting from the difference between the forward rate and the spot rate on date of settlement is recognised.

Any exchange gains or losses, whether realised or unrealised, are recognised in the statement of financial performance in the period in which they relate.

## FINANCIAL INSTRUMENTS

Revenue and expenses in relation to all financial instruments are recognised in the statement of financial performance. The Department enters into forward foreign exchange contracts to hedge foreign currency transactions. Any exposure to gains and losses on these contracts are generally offset by a related loss or gain on the item being hedged.

Apart from the forward foreign exchange contracts, all financial instruments are recognised in the statement of financial position.

## TAXATION

### Income Tax

Land Information New Zealand as a government department is exempt from the payment of income tax under section CB3(a) of the Income Tax Act 1994. Accordingly no charge for income tax has been provided for.

# FINANCIAL STATEMENTS

## **Fringe Benefit Tax**

Fringe benefit tax is paid on all liable benefits, subject to both general and specific exemptions, provided to employees.

## **Goods and Services Tax (GST)**

The Statement of Financial Performance and Statement of Cash Flows are exclusive of GST. The Statement of Financial Position is also exclusive of GST except for creditors and payables and debtors and receivables, which are GST inclusive.

The amount of GST owing to or from the Inland Revenue Department at balance date, being the difference between Output GST and Input GST, is included in the notes to the financial statements.

## **COMMITMENTS**

Future expenses and liabilities to be incurred on contracts that have been entered into at balance date are disclosed as commitments to the extent that there are equally unperformed obligations. Commitments relating to employment contracts are not disclosed.

## **CONTINGENT LIABILITIES**

Contingent liabilities are disclosed at the point at which the contingency is evident.

## **TAXPAYERS' FUNDS**

This is the Crown's net investment in Land Information New Zealand.

## **CHANGES IN ACCOUNTING POLICIES**

There have been no changes in accounting policies since the date of the last audited financial statements.

All policies have been applied on a basis consistent with other years.

# FINANCIAL STATEMENTS

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

### 1. BUDGET COMPOSITION

	30/6/05 Main Estimates \$000	30/6/05 Supp. Estimates Changes \$000	30/6/05 Budget Total \$000
<b>Revenue</b>			
Crown	46,940	(5,661)	41,279
Other	51,072	9,808	60,880
<b>Total revenue</b>	<b>98,012</b>	<b>4,147</b>	<b>102,159</b>
<b>Expenditure</b>			
Personnel costs	34,876	1,530	36,406
Operating costs	57,631	(8,224)	49,407
Depreciation	10,349	(894)	9,455
Capital charge	4,492	(391)	4,101
<b>Total expenditure</b>	<b>107,348</b>	<b>(7,979)</b>	<b>99,369</b>
<b>Net surplus/(deficit)</b>	<b>(9,336)</b>	<b>12,126</b>	<b>2,790</b>

## EXPLANATION OF MAJOR CHANGES IN SUPPLEMENTARY ESTIMATES

### REVENUE CROWN

The decrease in Revenue Crown was mainly from transfers of funding to later years for the Land Tenure Reform programme, Continental Shelf project, and the Land Portfolio Risk Assessment project, partly offset by the carry-forward of expense transfers from 2003/04 of funding for strategic projects.

### REVENUE OTHER

The increase in revenue was due to an upward revision of third party revenue from survey and title transactions. Transaction volumes remained high due to the strong property market. Lower uptake of electronic channels also resulted in higher revenue from the more expensive manual transactions.

### PERSONNEL COSTS

The increase reflects higher staff levels as a result of lower than anticipated uptake of Landonline electronic lodgement service; also the introduction of the State Sector Retirement Scheme.

### OPERATING COSTS

The decrease in operating costs budget was the net result of funding transfers between years for the Land Tenure Reform programme, Continental Shelf Project, and the Land Portfolio Risk Assessment project.

# FINANCIAL STATEMENTS

## DEPRECIATION

The decrease in depreciation is the result of savings in capital expenditure for the Landonline project.

## CAPITAL CHARGE

The decrease in capital charge resulted from deferred capital drawdowns resulting from the use of cash operating surpluses.

## 2. OTHER REVENUE

Actual 30/6/04 \$000		Actual 30/6/05 \$000
10,498	Plan processing	8,024
84	Digital data services and sales	0
127	Print and microfilm sales	74
370	Crown property sale fees	391
37,941	Land registration fees	34,773
17,154	Land title searches and services	15,199
217	Electoral support services	251
2,224	Miscellaneous	2,727
<b>68,615</b>	<b>Total other revenue</b>	<b>61,439</b>

## 3. PERSONNEL COSTS

Actual 30/6/04 \$000		Actual 30/6/05 \$000
32,835	Salaries and wages	34,345
431	Staff-related expenses	826
218	ACC levies	218
484	Superannuation subsidies	692
324	Restructuring costs	(55)
1,029	Other	510
<b>35,321</b>	<b>Total personnel costs</b>	<b>36,536</b>

# FINANCIAL STATEMENTS

## 4. OPERATING COSTS

Actual 30/6/04 \$000		Actual 30/6/05 \$000
4,084	Leasing and renting costs	3,797
7,775	Other operating costs	6,754
(2)	Provision for doubtful debts	(1)
115	Audit fee	139
21	Fees to auditors for other services	37
13,522	Professional services	9,343
7,810	Contracts for topography/hydrography	5,814
13,870	Computer operating costs	10,304
7,996	Crown property services	6,824
44	Loss/(gain) on sale of plant, property and equipment	74
<b>55,235</b>	<b>Total operating costs</b>	<b>43,085</b>

## 5. DEPRECIATION

Actual 30/6/04 \$000		Actual 30/6/05 \$000
430	Leasehold property improvements	450
31	Motor vehicles	20
8,265	EDP equipment (including network)	8,777
110	Plant & equipment	41
31	Furniture & fittings	68
<b>8,867</b>	<b>Total depreciation charge</b>	<b>9,356</b>

## 6. CAPITAL CHARGE

The Department pays a capital charge to the Crown based on its taxpayers' funds as at 30 June of the previous financial year and 31 December of the current financial year. The capital charge rate for the year ended 30 June 2005 is 8.0% (2004, 8.5%). Changes to Taxpayers' Funds are mainly affected by capital contribution required for specific outputs. Where the capital charge can be directly attributed to an output, that amount is charged to that output. The remainder is allocated based on the percentage of net plant, property and equipment attributed to outputs, as a proxy for allocating capital charge.

## 7. PROVISION FOR REPAYMENT OF SURPLUS TO THE CROWN

Actual 30/6/04 \$000		Actual 30/6/05 \$000
9,896	Net operating surplus	9,640
<b>9,896</b>	<b>Total provision for repayment of surplus to the Crown</b>	<b>9,640</b>

# FINANCIAL STATEMENTS

## 8. DEBTORS AND RECEIVABLES

Actual 30/6/04 \$000		Actual 30/6/05 \$000
3,092	Trade debtors	2,950
(3)	Less provision for doubtful debts	(2)
<b>3,089</b>	<b>Net trade debtors</b>	<b>2,948</b>
2,801	Debtor Crown	7,140
306	Other receivables	204
<b>6,196</b>	<b>Total debtors and receivables</b>	<b>10,292</b>

## 9. PLANT, PROPERTY AND EQUIPMENT

	Cost as at 30/6/05 \$000	Accumulated Depreciation as at 30/6/05 \$000	Impairment Losses as at 30/6/05 \$000	Net Book Value as at 30/6/05 \$000
Leasehold improvements	5,731	(3,827)	(745)	1,159
Motor vehicles	396	(319)	0	77
EDP equipment	96,879	(31,659)	(1,096)	64,124
Plant and equipment	1,048	(951)	0	97
Furniture and fittings	1,135	(881)	0	254
<b>Total plant, property and equipment</b>	<b>105,189</b>	<b>(37,637)</b>	<b>(1,841)</b>	<b>65,711</b>

	Cost as at 30/6/04 \$000	Accumulated Depreciation as at 30/6/04 \$000	Impairment Losses as at 30/6/04 \$000	Net Book Value as at 30/6/04 \$000
Leasehold improvements	5,546	(3,383)	(745)	1,418
Motor vehicles	394	(332)	0	62
EDP equipment	95,898	(23,907)	(1,096)	70,895
Plant and equipment	1,558	(1,258)	0	300
Furniture and fittings	721	(595)	0	126
<b>Total plant, property and equipment</b>	<b>104,117</b>	<b>(29,475)</b>	<b>(1,841)</b>	<b>72,801</b>

## 10. DATABASES

The Department has the following land information databases to which no value has been attached:

- Digital Topographical Database
- Geodetic Database

# FINANCIAL STATEMENTS

## 11. CREDITORS AND PAYABLES

Actual 30/6/04 \$000		Actual 30/6/05 \$000
2,563	Trade creditors	1,754
8,142	Other payables	7,357
359	GST payable	764
<b>11,064</b>	<b>Total creditors and payables</b>	<b>9,875</b>

## 12. PROVISIONS

Actual 30/6/04 \$000		Surplus Leased Accomm \$000	Potential Work on Crown Lands \$000	Realignment Costs \$000	Other \$000	Actual 30/6/05 \$000
3,175	Balance as at 1 July	920	2,363	685	60	4,028
1,435	Additional provisions made during the year	0	0	0	0	0
(646)	Charge against provision for the year	(765)	0	(685)	0	(1,450)
0	Unused amounts reversed during the year	0	(1,463)	0	0	(1,463)
64	Discounting changes	0	0	0	0	0
<b>4,028</b>	<b>Total provisions</b>	<b>155</b>	<b>900</b>	<b>0</b>	<b>60</b>	<b>1,115</b>

The provision for surplus leased accommodation represents the Department's liability under lease agreements for surplus leased space. The provision is calculated on the net present value of the rental payable, less any revenue expected to be collected. The liability created is then amortised over the term of the lease, which will expire in 2010.

The provision for potential remedial work on Crown lands represents the Department's best estimate of the cost of mitigating potential liabilities within its Crown property portfolio.

The provision for realignment costs represented the Department's potential liability as a result of the realignment review.

# FINANCIAL STATEMENTS

## 13. EMPLOYEE ENTITLEMENTS

Actual 30/6/04 \$000		Actual 30/6/05 \$000
	<b>Current liabilities</b>	
251	Vested long service leave	232
1,914	Vested annual leave	2,150
1,218	Accrued salaries and wages	1,375
<b>3,383</b>	<b>Total current portion</b>	<b>3,757</b>
	<b>Non-current liabilities</b>	
2,487	Vested retirement leave	2,709
2,017	Unvested long service and retirement leave	1,983
<b>4,504</b>	<b>Total non-current portion</b>	<b>4,692</b>
<b>7,887</b>	<b>Total employee entitlements</b>	<b>8,449</b>

## 14. RECONCILIATION OF NET SURPLUS TO NET CASH FLOW FROM OPERATING ACTIVITIES

Actual 30/6/04 \$000		Actual 30/6/05 \$000
<b>9,896</b>	<b>Net surplus</b>	<b>9,640</b>
	<b>Add/(deduct) non-cash items:</b>	
8,867	Depreciation	9,356
<b>8,867</b>	<b>Total non-cash items</b>	<b>9,356</b>
	<b>Add/(deduct) movements in working capital items:</b>	
1,816	(Incr)/decr in debtors and receivables	(4,096)
(231)	(Incr)/decr in prepayments	(7)
(1,743)	Incr/(decr) in creditors and payables	(1,932)
853	Incr/(decr) in provisions	(2,913)
(192)	Incr/(decr) in employee entitlements	562
<b>503</b>	<b>Working capital movements – net</b>	<b>(8,386)</b>
	<b>Add/(deduct) investing activity items:</b>	
44	Net loss on sale of plant, property and equipment	74
0	Other	(5)
<b>44</b>	<b>Total investing activity items</b>	<b>69</b>
<b>19,310</b>	<b>Net cash flow from operating activities</b>	<b>10,679</b>

# FINANCIAL STATEMENTS

## 15. CAPITAL CONTRIBUTION TO THE DEPARTMENT

Actual 30/6/04 \$000		Actual 30/6/05 \$000
0	Capital contribution	0

## 16. FINANCIAL INSTRUMENTS

The Department is party to financial instrument arrangements as part of its everyday operations. These include instruments such as bank balances, short-term deposits, accounts receivable, accounts payable and forward foreign exchange contracts.

### Credit risk

Credit risk is the risk that a third party will default on its obligations to the Department, causing the Department to incur a loss. In the normal course of its business, LINZ incurs credit risk from trade debtors and transactions with financial institutions.

The Department does not require any collateral or security to support financial instruments with financial institutions that it deals with, as these entities have high credit ratings. For its other financial instruments, the Department does not have significant concentrations of credit risk.

### Fair value

The fair value of all financial instruments is equivalent to the carrying amount disclosed in the Statement of Financial Position.

### Currency risk

Currency risk is the risk that receivables and payables due in foreign currency will fluctuate in value because of changes in foreign exchange rates.

The Department uses forward foreign exchange contracts to manage foreign currency exposures. There were no transactions during the year (30 June 2004: nil).

### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument will fluctuate due to changes in market interest rates. This could impact on the return on investments or the cost of borrowing. Under section 46 of the Public Finance Act, the Department cannot raise a loan without Ministerial approval and no such loans have been raised. Accordingly, there is no interest rate exposure on funds borrowed.

The Department has no significant exposure to interest rate risk on its financial instruments.

# FINANCIAL STATEMENTS

## 17. CONTINGENT ASSETS

The Department had no contingent assets as at 30 June 2005 (30 June 2004: nil).

## 18. RELATED PARTY INFORMATION

The Department is a wholly owned entity of the Crown. The Government significantly influences the role of the Department as well as being its major source of revenue.

The Department enters into numerous transactions with other government departments, Crown agencies and state-owned enterprises on an arm's length basis. These transactions are not considered to be related party transactions.

Apart from these transactions described above, the Department has not entered into any related party transactions.

## 19. SEGMENT INFORMATION

Land Information New Zealand is responsible for providing New Zealand's authoritative land and seabed information.

## 20. POST-BALANCE DATE EVENTS

There were no significant events subsequent to balance date.



# LINZ AS AN AGENT OF THE CROWN

## **STATEMENTS AND SCHEDULES: NON-DEPARTMENTAL**

The following Non-Departmental Statements and Schedules record the expenses, revenue and receipts, assets and liabilities that the Department manages on behalf of the Crown. Further details of the Department's management of these Crown assets and liabilities are provided in the Output Performance sections of this report.

These non-departmental balances are consolidated into the Crown Financial Statements and therefore readers of these statements and schedules should also refer to the Crown Financial Statements for 2004/05.

## **STATEMENT OF ACCOUNTING POLICIES**

The measurement and recognition rules consistent with generally accepted accounting practice in New Zealand and Crown accounting policies are applied in the preparation of these Non-Departmental Statements and Schedules.

## STATEMENT OF NON-DEPARTMENTAL EXPENDITURE AND APPROPRIATIONS FOR THE YEAR ENDED 30 JUNE 2005

The Statement of Non-Departmental Expenditure and Appropriations details expenditure and capital payments incurred against appropriations. The Department administers these appropriations on behalf of the Crown.

(Figures are GST inclusive)

Actual 30/6/04 \$000		Actual 30/6/05 \$000	Appropriation Voted* 30/6/05 \$000	Variance Favourable/ (Unfavourable) \$000
	<b>Appropriations for output classes to be supplied by other parties</b>			
(77)	01 Contaminated Sites	149	263	114
0	02 Lakes	0	0	0
<b>(77)</b>		<b>149</b>	<b>263</b>	<b>114</b>
	<b>Appropriation for borrowing expense</b>			
474	Coalcorp House Mortgage	392	394	2
	<b>Appropriations for other expenses to be incurred by the Crown</b>			
1,040	Crown Forest Management	394	563	169
1,688	Crown Obligations - Loss on Disposal	897	1,640	743
1,139	Crown Rates	994	1,245	251
501	Land Liabilities	1,588	3,341	1,753
950	Residual Crown Leasehold Rents	845	856	11
16,571	Proceeds from sale of Transit New Zealand properties	10,929	25,000	14,071
<b>21,889</b>		<b>15,647</b>	<b>32,645</b>	<b>16,998</b>
	<b>Appropriations for purchase of capital assets of the Crown</b>			
87	Crown Acquisitions - Huntly East	2	500	498
2,028	Crown Obligatory Acquisitions	950	460	(490)
<b>2,115</b>		<b>952</b>	<b>960</b>	<b>8</b>
	<b>Appropriation for repayment of debt</b>			
1,129	Coalcorp House Mortgage	1,244	5,615	4,371
<b>25,530</b>	<b>Total</b>	<b>18,384</b>	<b>39,877</b>	<b>21,493</b>

\* This includes adjustments made in the Supplementary Estimates.



## STATEMENT OF NON-DEPARTMENTAL MULTI-YEAR APPROPRIATION FOR THE YEAR ENDED 30 JUNE 2005

The Statement of Non-Departmental Multi-Year Appropriation details capital expenditure for the period 2002/03 to 2004/05 against appropriations. The Department administers these appropriations on behalf of the Crown.

(Figures are GST inclusive)

	\$000
<b>Purchase or development of capital assets by the Crown:</b>	
<b>Land tenure reform acquisitions</b>	
Original appropriation	10,621
Adjustments	14,821
Total appropriation	25,442
Actual to 30 June 2005	(23,352)
Remaining	2,090
Expected outcome	25,442

## SCHEDULE OF NON-DEPARTMENTAL REVENUE AND RECEIPTS FOR THE YEAR ENDING 30 JUNE 2005

The Schedule of Non-Departmental Revenue and Receipts summarises the revenue and receipts that the Department administers on behalf of the Crown.

(Figures are GST exclusive)

Actual 30/6/04 \$000		Actual 30/6/05 \$000
	<b>Operating revenue</b>	
26,581	Sale of goods and services	13,982
2,531	Other operational revenue	400
<b>29,112</b>	<b>Total non-departmental operating revenue</b>	<b>14,382</b>
	<b>Capital receipts</b>	
5,870	Properties sales	35,627
2,626	Land tenure reform sales	2,912
<b>8,496</b>	<b>Total non-departmental capital receipts</b>	<b>38,539</b>

## SCHEDULE OF NON-DEPARTMENTAL EXPENSES FOR THE YEAR ENDING 30 JUNE 2005

The Schedule of Non-Departmental Expenses summarises the expenses that the Department administers on behalf of the Crown. Further details are provided in the Statement of Non-Departmental Expenditure and Appropriations on page 50.

(Figures are GST inclusive where applicable)

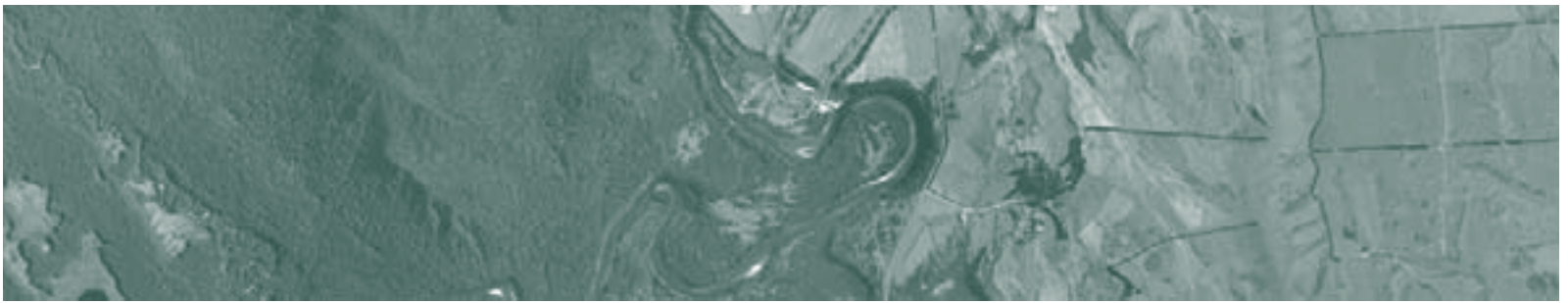
Actual 30/6/04 \$000		Actual 30/6/05 \$000
	<b>Operating expenses</b>	
(77)	Non-Departmental output classes	140
	Other expenses to be incurred by the Crown:	
1,174	Depreciation and amortisation	1,170
622	Rental & leasing costs	773
20	Provision for doubtful debts	(225)
(91)	Debts write-off/(recovered)	86
4,283	Write-down/(up) of assets	(193)
73	Loss/(gain) on sale of properties	(17,139)
3,017	Property disposal costs provision	272
3,355	Other operating expenses	3,634
474	Finance expenses	392
16,571	Funding to Crown entities	10,929
<b>29,421</b>	<b>Total non-departmental operating expenses</b>	<b>(161)</b>
	<b>Capital expenses</b>	
2,115	Properties purchases	952
7,910	Land tenure reform purchases	11,618
1,129	Loan repayment	1,244
<b>11,154</b>	<b>Total non-departmental capital expenses</b>	<b>13,814</b>

## SCHEDULE OF NON-DEPARTMENTAL ASSETS AND LIABILITIES AS AT 30 JUNE 2005

The Schedule of Non-Departmental Assets and Liabilities summarises the assets and liabilities that the Department administers on behalf of the Crown.

(Figures are GST inclusive where applicable)

Actual 30/6/04 \$000		Actual 30/6/05 \$000
	<b>Assets</b>	
	<b>Current assets</b>	
3,709	Cash and bank balances	8,077
5,541	Debtors and receivables	9,531
3	Accounts receivables - State-Owned Enterprise	0
1,496	Accounts receivables - Crown Entities	24
623	Inventory	705
10,168	Properties held for sale – current	0
<b>21,540</b>	<b>Total current assets</b>	<b>18,337</b>
	<b>Non-current assets</b>	
4,543	Debtors and receivables	7
408,551	Properties held for sale – term	400,791
<b>413,094</b>	<b>Total non-current assets</b>	<b>400,798</b>
<b>434,634</b>	<b>Total assets</b>	<b>419,135</b>
	<b>Liabilities</b>	
	<b>Current liabilities</b>	
13,551	Creditors and payables	13,625
23,579	Provisions	25,267
<b>37,130</b>	<b>Total current liabilities</b>	<b>38,892</b>
	<b>Non-current liabilities</b>	
14,981	Creditors and payables	9,964
7,158	Provisions	7,158
22,139	Total non-current liabilities	17,122
<b>59,269</b>	<b>Total liabilities</b>	<b>56,014</b>



## SCHEDULE OF NON-DEPARTMENTAL COMMITMENTS AS AT 30 JUNE 2005

Actual 30/6/04 \$000		Actual 30/6/05 \$000
	<b>Operating commitments</b>	
	Non-cancellable contracts for supply of goods and services	
228	Less than one year	382
0	One to two years	0
<b>228</b>	<b>Total operating commitments</b>	<b>382</b>

## SCHEDULE OF NON-DEPARTMENTAL CONTINGENT LIABILITIES AS AT 30 JUNE 2005

The quantifiable guarantees represent the Crown's obligation on outstanding legislative issues. The contingent liability for legal proceeding disputes represents outstanding claims against the Crown. Other contingent liabilities represent the best estimate of the cost of mitigating potential liabilities within the Crown property portfolio.

Quantifiable contingent liabilities are as follows:

Actual 30/6/04 \$000		Actual 30/6/05 \$000
118	Quantifiable guarantees	0
11,711	Legal proceedings and disputes	6,398
19,885	Other contingent liabilities	20,186
<b>31,714</b>	<b>Total contingent liabilities</b>	<b>26,584</b>



## STATEMENT OF TRUST MONIES FOR THE YEAR ENDED 30 JUNE 2005

Account	As at 1/7/04 \$000	Contri- bution \$000	Distri- bution \$000	Revenue \$000	Expenses \$000	As at 30/6/05 \$000
Land Deposit Trust	752	2,180	(703)	40	0	2,269
Endowment Rentals	25	0	(139)	122	(7)	1
Hunters Soldiers Assistance	49	0	0	1	0	50
Crown Forestry Licences Trust	32,382	36,359	(59,674)	2,028	0	11,095
<b>Total</b>	<b>33,208</b>	<b>38,539</b>	<b>(60,516)</b>	<b>2,191</b>	<b>(7)</b>	<b>13,415</b>

# ADDITIONAL INFORMATION

## FINANCIAL OVERVIEW AND PERFORMANCE VARIATIONS

### NET SURPLUS

The Statement of Financial Performance on page 32 reports a net surplus of \$9.64m, \$6.85m higher than the budgeted surplus of \$2.79m. This favourable result has predominantly resulted from programme and project delays, for which funding will be carried forward into 2005/06.

All of Land Information New Zealand's output classes shown in the Statement of Departmental Expenditure and Appropriations are within appropriation.

The Department has initiatives that span across financial years. The Continental Shelf delimitation project, which commenced in 1998/99, has appropriation through to the 2006/07 year. The multi-year appropriation (MYA) for Tenure Review for the purchase of lessees' interest in tenure review properties commenced in 2002/03 and ended in 2004/05. A new MYA has been approved to 2007/08. The Department also manages a notional Memorandum Account for Survey and Titles Automation which carries forward net surpluses or deficits from operations.

### NON-DEPARTMENTAL ACCOUNTS

The underspend in Land Liabilities is due to delays in the commencement of the Hangarito Stream diversion project, for which funding was approved in 2004/05. The funding is to be carried forward to 2005/06. Coalcorp House mortgage funding for a settlement of a lease buy-out will also be carried forward as settlement occurred on 1 July (in the 2005/06 year).

The overspend in Crown Obligatory Acquisitions is being managed in terms of section 12 of the Public Finance Act 1989.

# ADDITIONAL INFORMATION

## SUMMARY OF APPROPRIATIONS CHANGES

Appropriation	Main Estimates \$000	Supplementary Estimates \$000	Total Appropriated 2004/05 \$000	Notes
<b>Departmental Appropriation</b>				
D1 Policy Advice	2,355	69	2,424	1
D2 Standards and Quality Assurance	11,597	(75)	11,522	2
D3 Land and Seabed Data Capture and Processing	45,452	(2,649)	42,803	3
D4 Land and Seabed Information Storage and Management	34,616	(1,908)	32,708	4
D5 Land and Seabed Information Access and Dissemination	6,137	(171)	5,966	5
D6 Crown Property Management and Disposal Services	19,444	(2,726)	16,718	6
<b>Total</b>	<b>119,601</b>	<b>(7,460)</b>	<b>112,141</b>	
<b>Capital Contribution to the Department</b>				
Capital Investment	15,665	(6,329)	9,336	7
<b>Non-Departmental Output Classes</b>				
01 Contaminated Sites	563	(300)	263	8
<b>Borrowing Expenses</b>				
Coalcorp House Mortgage	0	394	394	9
<b>Other Expenses to be incurred by the Crown</b>				
Crown Forest Management	563	0	563	
Crown Obligations – Loss on Disposal	850	790	1,640	10
Crown Rates	1,245	0	1,245	
Land Liabilities	1,088	2,253	3,341	11
Residual Crown Leasehold Rents	265	591	856	12
Proceeds from Sale of Transit New Zealand Properties	8,000	17,000	25,000	13
<b>Total</b>	<b>28,239</b>	<b>14,399</b>	<b>42,638</b>	
<b>Purchase or Development of Capital Assets by the Crown</b>				
Crown Acquisitions – Huntly East	500	0	500	
Crown Obligatory Acquisitions	300	160	460	14
<b>Total</b>	<b>800</b>	<b>160</b>	<b>960</b>	
<b>Repayment of Debt</b>				
Coalcorp House Mortgage	0	5,615	5,615	15
<b>Total Appropriations</b>	<b>148,640</b>	<b>12,714</b>	<b>161,354</b>	

# ADDITIONAL INFORMATION

## NOTES:

1. The change reflects the re-allocation of costs to reflect outputs and performance measures.
2. The change reflects the re-allocation of costs to reflect outputs and performance measures.
3. The change reflects the re-allocation of costs to reflect outputs and performance measures; the increase in GST due to upward revision of forecast revenue from survey and titles transactions; the transfer of funding between years for the aerial photography programme, the continental shelf delimitation programme, and the Landonline strategy.
4. The change reflects the re-allocation of costs to reflect outputs and performance measures; the increase in GST due to upward revision of forecast revenue from survey and titles transactions; funding for a geospatial portal project; and the return of capital charge savings.
5. The change reflects the re-allocation of costs to reflect outputs and performance measures and the transfer of funding to outyears for the Landonline strategy.
6. The change reflects the re-allocation of costs to reflect outputs and performance measures; and the transfer of funding between years for the land tenure reform and the land portfolio risk assessment projects.
7. The change reflects the transfer of capital to outyears for the Landonline project.
8. The change reflects the return of funding to the Crown.
9. The change reflects the payment of interest pending final agreement to buy out the lease.
10. The change reflects the return of gifted land to beneficiary owners at no cost.
11. The change reflects the transfer of funding from the previous year; and funding for the Hangarito stream project.
12. The change reflects the increase in provision for surplus leased properties.
13. The change reflects the return of proceeds from the Transit New Zealand properties sales under the Land Management Transport Act.
14. The change reflects the transfer of funding from the previous year.
15. The change reflects the repayment of capital pending final agreement to buy out the lease.



## LINZ'S RESPONSIBILITIES

### LAND TITLES

LINZ authorises and records changes in property rights and interests in land. This includes creating new titles, recording changes of ownership and interests in land and providing public access to these records. The system LINZ maintains provides an accurate and up-to-date picture of legal ownership of land in New Zealand. Titles products and services are provided via the Internet (for Landonline subscribers) and through LINZ's five Processing Centres. Bulk digital data is also made available through resellers.

### GEODETIC AND CADASTRAL SURVEY SYSTEM

The geodetic and cadastral systems work together to provide definition of the dimensions (parcels) of land which are the subject of property in land.

#### GEODETIC SURVEY SYSTEM

The geodetic survey system provides the underlying spatial reference system for New Zealand. It involves a network of primary survey marks in the ground. The positions of these marks are recorded in terms of a New Zealand datum, which is compatible with the international global satellite positioning system. The geodetic survey system provides the basis for the cadastral survey system. It also enables a common system for positioning all other spatial information, such as topographic and geological mapping. Geodetic data is available via the Internet.

#### CADASTRAL SURVEY SYSTEM

The cadastral survey system includes all survey reference points (including boundary marks), and cadastral records in the form of LINZ-approved survey plans. This information enables the identification and definition of land parcels for registration and recording of property rights and interests under the Torrens land title, Māori land and Crown land systems. It also provides a framework for use in Geographic Information Systems (GIS) operated by local authorities and utility companies.

Cadastral survey products and services are provided via the Internet (for Landonline subscribers) and through LINZ's five Processing Centres. Bulk digital survey data is also made available through resellers at the cost of dissemination.

### TOPOGRAPHIC INFORMATION

LINZ is responsible for national topographical mapping at 1:50,000 and broader scales. It undertakes this mapping for defence and emergency services and constitutional purposes. LINZ makes its topographical data and mapping available via the Internet and in printed form through retailers. Its bulk digital topographical data is available from LINZ or through resellers at the cost of dissemination.

### HYDROGRAPHIC INFORMATION

LINZ is responsible for maintaining official hydrographic information for navigation. Charts, nautical publications and "Notices to Mariners" (announcements of corrections to charts in the New Zealand area, including noting dangers to navigation) are produced in accordance with the standards of the International Hydrographic Organisation. LINZ's hydrographic charts are provided to users at a cost via the Internet and through chart retailers.

### RATING VALUATION

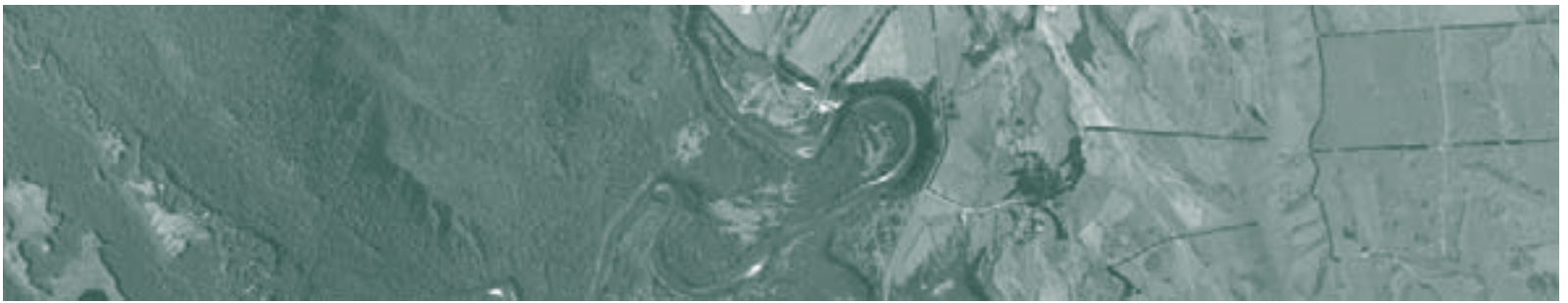
LINZ ensures that property valuations for rating purposes are provided to a consistent minimum standard and audits local authorities for compliance with these standards.

### CROWN PROPERTY

LINZ has two roles in Crown property: –  
> as the regulator overseeing the acquisition, management and disposal of the Crown's interest in land and property outside the conservation estate; and  
> as a land-holding agency responsible for land and property (including buildings, forests, etc).

As a regulator LINZ certifies that the activities of other government agencies comply with statutory requirements and Government policy when they acquire or dispose of surplus property.

As a land-holding agency LINZ administers three million hectares of Crown land and property or 11% of New Zealand's land area. It also manages Crown liabilities in land and property (e.g. contaminated sites) and administers Crown Forest Licences under the Crown Forest Assets Act 1989.



## CONTINENTAL SHELF

LINZ is responsible for obtaining seabed data to determine the furthest extent of New Zealand's legal continental shelf and assisting the Ministry of Foreign Affairs and Trade to lodge New Zealand's submission with the United Nations Commission on the Limits of the Continental Shelf by 2009.

## GEOGRAPHIC BOARD

LINZ provides administrative support to the New Zealand Geographic Board, which is chaired by the Surveyor-General. The Board is responsible for place naming in New Zealand, including the Kermadec, Chatham, Auckland and Campbell Islands and within the territorial waters of New Zealand. LINZ has recently completed a review of the New Zealand Geographic Board Act 1946.

## ELECTORAL SUPPORT

LINZ provides technical support to the Representation Commission (which determines electoral boundaries), the Chief Electoral Office, the Electoral Enrolment Centre, and Statistics New Zealand. LINZ's primary functions are the provision of an Index to Places and Streets for use on polling day, mapping support, the collation of street addresses for enrolment purposes, and the spatial definition of meshblocks.

## OVERSEAS INVESTMENT OFFICE

Cabinet agreed to disestablish the Overseas Investment Commission and the functions of the regulator will now be carried out within LINZ as the Overseas Investment Office. These include receiving and processing applications, consultation with relevant government departments and other agencies as appropriate, and providing information to applicants and the public generally.

## LEGAL RESPONSIBILITIES

Legislation administered by Land Information New Zealand as at 30 June 2005:

- > Cadastral Survey Act 2002
- > Crown Grants Act 1908
- > Crown Pastoral Land Act 1998
- > Deeds Registration Act 1908 \*
- > Hunter Gift for the Settlement of Discharged Soldiers Act 1921
- > Land Act 1948
- > Land Transfer Act 1952 \*
- > Land Transfer (Computer Registers and Electronic Lodgement) Amendment Act 2002
- > New Zealand Geographic Board Act 1946
- > Public Works Act 1981, Parts II – VI, and Part VIII

- > Rating Valuations Act 1998
- > Reserves and Other Lands Disposal Acts
- > Unit Titles Act 1972 \*
- > Valuation Department (Restructuring) Act 1998
- > Valuers Act 1948.

(\* Administered jointly with Ministry of Justice)

source: [www.dpmc.govt.nz/cabinet](http://www.dpmc.govt.nz/cabinet)

The Chief Executive has statutory functions under the Public Works Act relating to the disposal of surplus land.

Land Information New Zealand also has functions under a number of other Acts including:

- > Airport Authorities Act 1966 (relating to disposal of land)
- > Crown Research Institutes Act 1992 (relating to disposal of land)
- > Electoral Act 1993 (relating to electoral boundaries)
- > Geographical Indications Act 1994 (relating to Geographical Names)
- > Health Reforms (Transitional Provisions) Act 1993 (relating to disposal of land)
- > New Zealand Railways Corporation Act 1981 (relating to disposal of land)
- > Resource Management Act 1991 (relating to network utility operators and acquisition of land)
- > State Owned Enterprises Act 1986 (relating to disposal of land)
- > Te Ture Whenua Māori Act 1993 (relating to Māori land)
- > Treaty of Waitangi (State Enterprises) Act 1988 (relating to disposal of land)
- > Treaty of Waitangi Act 1975 (relating to disposal of land)
- > Treaty of Waitangi Claims Settlement Acts (various).

Land Information New Zealand has a number of statutory officers with functions under the Acts administered by the Department:

- > Commissioner of Crown Lands
- > Registrar-General of Land
- > Surveyor-General
- > Valuer-General.

In addition LINZ, particularly the Registrar-General of Land and the Surveyor-General, has special responsibilities relating to land transactions under more than 50 other statutes.

The Department acts in a secretarial and administrative support capacity for the Valuers Registration Board, and the Valuer-General is Chairperson of the Valuers Registration Board.



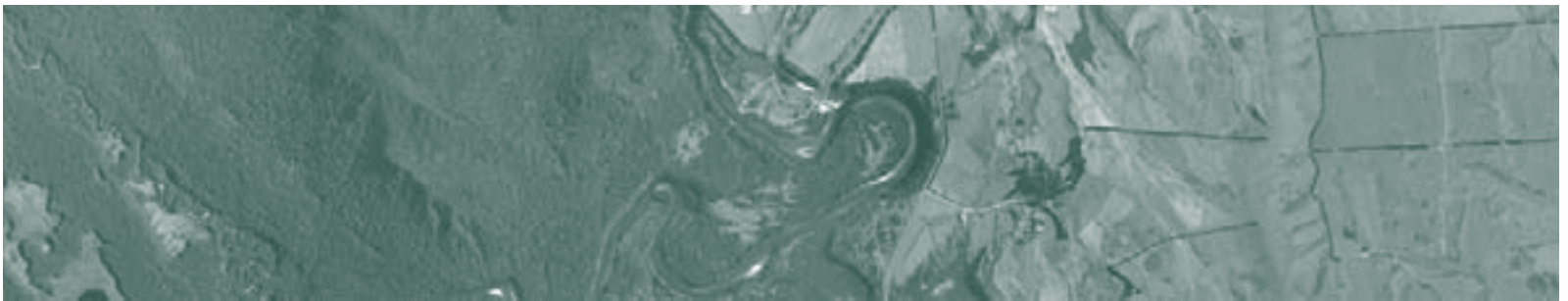
## STATUTORY INFORMATION

### LAND ACT 1948

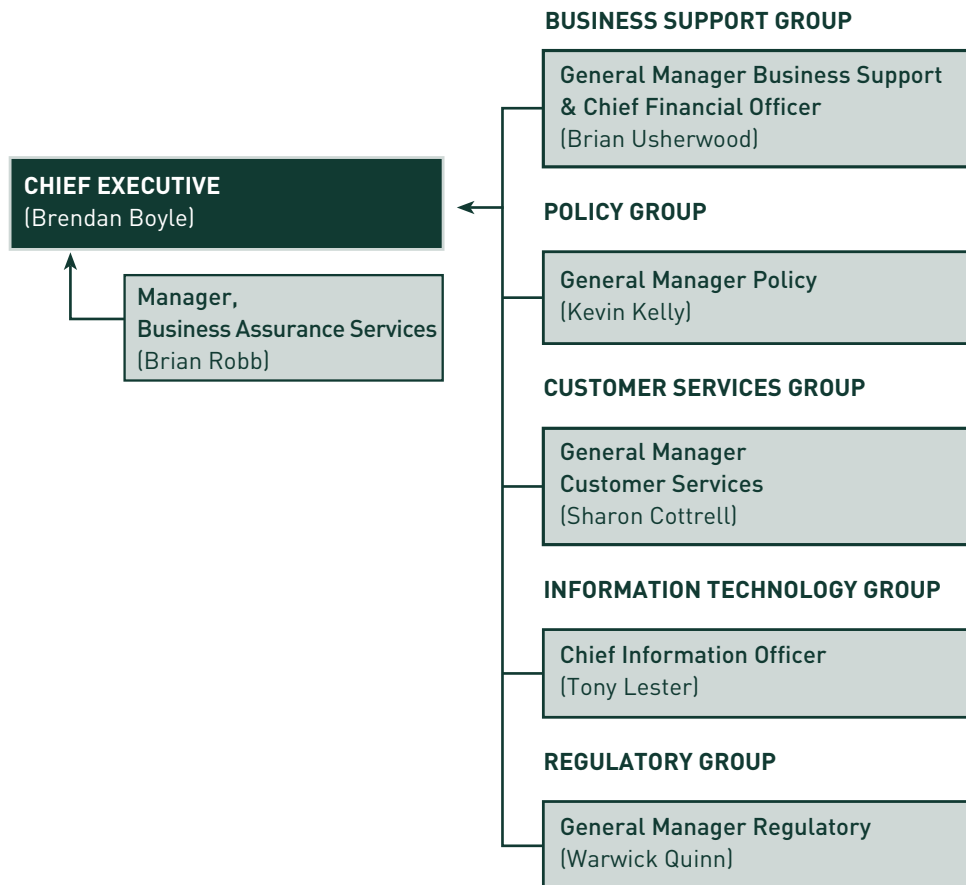
The following table details information required under section 181 of the Land Act 1948 for the year ended 30 June 2005.

	Details	No	Total Area (ha)	Price Paid (\$)	Total Yearly Rent Payable
1(a)	Areas of private land or lessees' interest in Crown land purchased during the year	0	N/A	N/A	N/A
1(b)	Areas of land purchased by Office of Treaty Settlements under section 40 of the Land Act 1948*	4	2.28	793,800.00	N/A
2	Leases and licences granted during the year	54	44,780.87	N/A	208,558.89
3	Leases and licences current at the end of the year	658	2,139,660.38	N/A	2,849,349.96

\* These purchases were funded from Vote: Treaty Negotiations.



## LINZ MANAGEMENT STRUCTURE AS AT 30 JUNE 2005



## STAFF RESOURCES AS AT 30 JUNE 2005

BY LOCATION AND GENDER:

Location	Total	Female	Male
National Office	235	99	136
Auckland	105	39	66
Christchurch	69	31	38
Dunedin	36	14	22
Hamilton	58	27	31
Wellington	52	27	25
<b>TOTAL</b>	<b>555</b>	<b>237</b>	<b>318</b>

# TERMS AND DEFINITIONS

Bathymetric	A measurement of the depth of the ocean at a particular location. The information may be used to produce a map of the surface of the seabed.
Cadastral survey	A cadastral survey creates the official record of the various legal divisions and descriptions of land and forms the basis for land ownership. Cadastral surveyors undertake surveys that define the spatial extent of interests in land.
Conveyancers	Conveyancers are people who are qualified to undertake transactions in land. At present these are lawyers and landbrokers. Under the Lawyers and Conveyancers Bill, once enacted, conveyancers will be those registered with the New Zealand Society of Conveyancers.
Easement	An easement is a right over another's property such as a right of way or the right to convey water, electricity or telecommunications.
Geodetic reference system	A system that describes the position of points on the Earth by reference to a mathematical model of the Earth
Geodetic survey	A geodetic survey defines the shape and area of all or parts of the Earth and enables positions on the Earth's surface to be determined.
Geographic Information System (GIS)	A computer programme that stores spatial information concerning objects or phenomena that are directly or indirectly associated with a location relative to the Earth and allows the information to be analysed and displayed as computer generated maps. These maps can be created to an end user's specification and may either be viewed on a computer screen or printed on paper.
Geospatial information	Geospatial information is the location and name of features on, above or beneath the surface of the earth.
Hydrographic survey	A hydrographic survey records the shape and features of the seabed (unlike a bathymetric survey which measures depth).
Landonline	An automated survey and title system that enables more efficient processing of dealings in land ownership and provides improved nationwide access to land information.
Meshblocks	A meshblock is a population-based land area that represents the smallest area from which statistical information is collected. Meshblocks are also used to determine electoral boundaries.
NZ Mariner	New Zealand hydrographic information available on CD-ROM.
NZTopoOnline	New Zealand topographic information available via the Internet.
Output plan	Contains the milestones and outputs agreed with the Minister for Land Information for the current financial year.
Profit-a-prendre	A profit-a-prendre is a right to enter on land and take part of its substance or produce (e.g. a right to graze cattle, cut timber, take gravel, etc.).
QA	Quality assurance
Seismic survey	Seismic survey is a survey method where the behaviour of shock waves is used to gain an understanding of the surface and subsurface qualities of the seabed.
SLA	Service Level Agreement
Topography	A two-dimensional representation of the natural features of land.

# APPENDIX A

## APPENDIX A: POLICY ADVICE/MINISTERIAL SERVICING STANDARDS

### QUANTITY

Completion or advancement of policy projects/Ministerial communication estimated targets as agreed between the Minister and the Chief Executive in the course of the year. Assessed by comparison against agreed milestones and agreed timelines.

### COVERAGE

Provision of a comprehensive service: the capacity to react urgently, the regular evaluation of government policy impacts on outcomes and timely and relevant briefings on significant issues; support for the Minister as required in Cabinet committees, select committees, in the House and in the execution of his duties. Assessed by the Minister's satisfaction as reported in the half-yearly response sheet.

### QUALITY

All policy advice/Ministerial communications must be in accordance with the following quality standards:

- › The aims of the papers have been clearly stated and they answer the questions that have been set.
- › Assumptions behind the advice will be clear, and the argument logical and supported by facts.
- › Expenditure forecasts will be based on logical and clear assumptions.
- › Sales forecasts will be based on the mid-point of known market demands and best projections.
- › All material facts will be included.
- › An adequate range of options will be presented and assessed for benefits, costs and consequences to the economy.
- › Evidence will exist of adequate consultation with interested parties, where applicable, and possible objections to proposals will be identified.
- › Problems of implementation, technical feasibility, timing and consistency with other policies will be considered.

- › Material presented will be effectively summarised, concise, in plain English, and free of spelling and grammatical error, and will meet Ministerial and Cabinet Office requirements.

Where appropriate, written and verbal advice tendered to the Minister will accurately reflect:

- › economic implications;
- › revenue and expense implications (quantified where possible); and
- › administrative implications and costs (quantified where possible).

### QUALITY MANAGEMENT

Product quality will be supported by a quality management process including:

- › external review of scope and methodology for major analytical work;
- › internal peer review and quality assurance (QA) procedures;
- › circulation of drafts for comment by other government agencies and other parties as appropriate;
- › sign-offs by senior managers; and
- › a six-monthly assessment being sought from the Minister.

### TIMELINESS

Specified reporting deadlines will be met. Assessed by comparison against deadlines set, agreed and modified in the course of the year.

### COST

The outturn is within budget. Assessed by comparison of outturn with the Estimates of Appropriations.