



**HAWKE'S BAY
FISH AND GAME COUNCIL**

***MEETING
AGENDA***

6 November 2018

AGENDA

Final Meeting of the 2017-2018 Hawke's Bay Fish & Game Council & Inaugural Meeting of the 2018-2019 Hawke's Bay Fish & Game Council

Venue: Hawke's Bay Fish & Game Office
22 Burness Road
Greenmeadows
NAPIER 4112

Date: Tuesday 6 November 2018

Commences: 6.00 PM

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**HAWKE'S BAY FISH & GAME COUNCIL
UNCONFIRMED MINUTES OF THE HAWKE'S BAY FISH AND
GAME COUNCIL MEETING HELD AT THE GAME FARM
ON TUESDAY 7TH AUGUST 2018 AT 6PM**

PRESENT: Councillors Bates (Chairman), Hern, Niblett, Lumsden, Mackie and Duley (arrived at 6.15pm).

IN ATTENDANCE: Christine Tuck (Hawke's Bay Fish & Game staff), Glenis Phillips (Minute Taker).

MEMBERS OF THE PUBLIC: Red Hooper

1.0 WELCOME

The Chairman opened the meeting at 6.00pm and welcomed members of the public.

2.0 APOLOGIES

Apology received from Nathan Burkepile- (annual leave), and no apology received from Cr McIntosh.

3.0 MINUTES OF THE PREVIOUS MEETING (21 JUNE 2018)

AGREED

3.1 That having previously been circulated to members, the Minutes of the meeting of the Hawke's Bay Fish and Game Council held on 21 June 2018 are a true and accurate record but it is duly noted that the Extraordinary Minutes of the Hawkes Bay Fish and Game meeting held on 23rd May 2018 have been removed as they have not been circulated to Councillors.

Niblett/Hern

4.0 MATTERS ARISING

No matters arising.

5.0 NOTIFICATION OF ITEMS OF GENERAL BUSINESS

- There will be a public excluded meeting held at the end of this meeting regarding the process of employing a manager for Hawke's Bay Fish and Game.
- Discussion around the junior pheasant shoot to be held at Tuna Nui
- \$1,000 has been donated by Berretta NZ. They will be using their own ammunition so Hawke's Bay Fish and Game should expect to receive \$800 to go towards this event
- Staff has written to Richard Cosgrove asking if he could come and record the event and has also asked Don Rood. Christine to follow up.
- The \$800 above is to be used to cover the cost of food for the days event.

6.0 CONFLICT OF INTEREST REGISTER

The "Conflict of Interest Register" was passed around the Councillors for signage, and no conflicts were registered for this meeting.

7.0 2018 COUNCIL ELECTIONS

Robert Sowman sent through an up-date of the election timetable 2018 and a link to the website. Staff requested to forward this link onto all Councillors.

8.0 APPROVAL OF THE 2018/2019 OPERATIONAL WORKPLAN

The changes made to this budget and OWP are a departure from the agreement that was negotiated and signed between the Eastern Fish and Game Council and Hawke's Bay Fish and Game Council in April 2018. These changes affect staffing allocations within the Eastern Region and have not yet been communicated to the Eastern Fish and Game Council. Cr Bates advised Councillors that he will be going through next week to see Andy Garrick and will discuss further, this would only be changed if they were acceptable to Eastern.

As at 26 July no submissions on the Draft OWP had been received. Councillors asked the question as to when the Hawkes Bay and Eastern contract will run out. It was apparently signed by Andy Garrick and Mark Venman in April this year for next year. It was noted that historically the Chair of each region had signed the contracts.

AGREED

8.1 That Council approves the Operational Work Plan Budget for the 2018-2019 year subject to the inclusion of any amendments agreed to at this meeting.

Hern/Williams

8.2 That Council delegates authority to the Regional Manager to approve expenditure during the year as set out in the Council approved Operational Work Plan Budget, and with the proviso at this stage of working with Eastern Fish and Game Council and subject to negotiating hours.

Niblett/Lumsden

9.0 PROVIDING PLANTS TO LANDOWNERS

With the council approval of the 5-year Strategic Plan for waterfowl habitat, direction is required in implementing this plan. Questions were raised over how projects are prioritised and what the best value is for council spend. Discussion was raised over whether landowners were licence holders, public access and whether wetlands were creating more birds or were just shooting ponds causing a net loss of birds. It was proposed that a general ranking system should be developed to help with the direction of future developments.

10.0 LIAISON OFFICERS REPORT

- Cr Williams advised Councillors of the recent NZ Council meeting on 19th July 2018. He said that he asked the question regarding canvassing licence holders, and a satisfaction survey about F&G performance nationwide is going to be done. It was generally decided to take care of in R3.
- NZ Council Audit Policy written and agreed to. This is to cover all regions under the Conservation Act. Cr Williams advised councillors that a region per year is no longer being done and there is no regular programme of audits but only in cases where it is seemed to be a problem area. Cr Williams let council know that a policy is required before an audit can be started. The NZ Council audit policy is to be circulated to Councillors
- Mallard Research Application of \$21,000 - Auckland/Waikato to digitise data from previous research. Identify habitats that promote duckling and breed survival. This was approved by NZ Council and should be finished by Christmas
- Hawke's Bay application for NZ Wetland restoration symposium - \$4,000 approved from unspent funds from the staff development grant
- R3 Reference Group consisting of Ian Hadland, Rhys Barrier, Phil Teal, Andy Garrick, Martin Taylor, Robert Sowman Steve Doughty had their first meeting

National Sea Run Salmon Committee

An outcome of the salmon symposium has been the appointment of a national salmon committee. Its membership is based on an appointee from Nelson/Marlborough, West Coast, North Canterbury, Central South Island and Otago Fish and Game Councils, the NZ Salmon Angler Association, South Canterbury Salmon Anglers Association and the NZ Council Chief Executive.

The committee has met for the second time on 19 June 2018 in Wellington. Strategic outcomes have been set in an effort to stop the decline, improve the habitat, restore to acceptable levels self-sustaining wild fish spawning numbers and establish an acceptable level of hatchery fish harvest.

11.0 OPERATIONAL REPORTS

11.1 Management Report

Staff house currently vacant and to be painted inside. Quotes were asked for by the same three contractors who did the exterior but unfortunately the man who did the exterior is too busy and cannot do. One quote is slightly under 10K and quote from Stan Thomas is over 10K.

Christine requires approval from Councillors to go ahead and get this job done while the premises are vacant. Carmel has said to go ahead as the money is there to get it done. Christine advised Councillors that she has been in and out of the farm house, the oven is clean, the roof repairs are done, the power has been read and the hot water has been turned off. She stated that the inside has not been done for approximately 12 years and all rooms are multi-coloured. It is definitely overdue for a paint job.

AGREED

11.1.1 That the Management Report be accepted

Duley/Mackie

11.2 Health and Safety Report

AGREED

11.2.1 That the Health and Safety Report be accepted

New vehicle Nissan Navara 2014 has done approximately 110K. It's a Ford ranger, with its biggest advantage being auto display (shows you backing). The Bounty did not have this option. It worked out cheaper as there is no carpet, just vinyl. It is at the lower end of the budget.

Niblett/Lumsden

11.3 Finance Report

11.3.1 That Council approves the following

<i>May 2018</i>	<i>47,872.98</i>
<i>June 2-18</i>	<i>32,869.27</i>
<i>Total to Approve:</i>	<i>80,742.25</i>

11.3.2 That the Finance Report be accepted.

Lumsden/Mackie

11.4 Licence Report

- Fish licences are going on line 16th August 2018.
- Day Licence for non-resident = \$34. Info has been e-mailed out with an explanation – this is to be forwarded on to all councillors.
- There has been negative feedback from South Island regarding this.
- A total of 94.1% of the annual sales target has been achieved
- Sales are reported to be 1.3% below licences issued for the same period last year
- Nationally the licence sales are -0.6% above on last year's sales to the same time

11.4.1

That Council approves the following Licence Sales Report.

Hern/Williams

12.0 MEETING CLOSES

There being no further business, the meeting closed at 7.35pm.

CONFIRMED

CHAIRMAN

DATE: / /

SUMMARY OF RESOLUTIONS

3.0 MINUTES OF THE PREVIOUS MEETING (21 JUNE 2018)

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8.1 That Council approves the Operational Work Plan Budget for the 2018-2019 year subject to the inclusion of any amendments agreed to at this meeting.

Hern/Williams

8.2 That Council delegates authority to the Regional Manager to approve expenditure during the year as set out in the Council approved Operational Work Plan Budget, and with the proviso at this stage of working with Eastern Fish and Game Council and subject to negotiating hours.

Niblett/Lumsden

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Lumsden/Mackie

11.4 Licence Report

11.4.1 That Council approves the following Licence Sales Report.

Hern/Williams

6. FAREWELL TO DEPARTING COUNCILLORS

Ref: 7.02.03

26 October 2018

1. Purpose

To acknowledge the commitment and contribution of those members of Council whose term in office has recently concluded.

2. Background

The 2018 elections have resulted in the departure of two Councillors. James Mackie and Peter McIntosh commenced office on 17 November 2015.

3. Recommendation

3.1 That Council acknowledges and records its appreciation of the commitment Cr James Mackie made to Fish & Game and the Hawke's Bay Region in particular.

8. ELECTION OF NEW ZEALAND FISH AND GAME COUNCIL APPOINTEE AND REGIONAL CHAIRPERSON

Ref: 7.02.01

26 October 2018

1. Purpose

To meet the statutory requirements relating to the appointment of a Hawke's Bay Council member to the New Zealand Fish and Game Council, and to appoint an interim Regional Chairperson to maintain continuity.

2. Background

The Fish and Game Council Elections Regulations 1990 state that the new Council must meet within three weeks of taking office to appoint a member to the New Zealand Fish and Game Council as follows:

26 Appointment of members of New Zealand Fish and Game Council

- (1) The first meeting of each newly elected Fish and Game Council shall be held not later than 3 weeks after the date the members came into office.*
- (2) At the first meeting of the Council members shall appoint one of their number to be a member of the New Zealand Fish and Game Council.*
- (3) The appointment shall be by majority vote of the Council.*
- (4) Members of the New Zealand Fish and Game Council shall remain in office as long as they remain members of the appointing Fish and Game Council, except that where a majority of the members of the appointing Fish and Game Council pass a resolution that a vote be taken on a new appointment prior to expiry of the term, then a vote shall be taken and the successor shall serve out the remaining period of the term.*

The statutory purpose of the Inaugural Council Meeting is to elect a New Zealand Fish and Game Council appointee. This is to ensure that there is a New Zealand Fish and Game Council in place between now and 22- 22 March 2019 when the NZ Council first meets. It's also appropriate to elect an interim Chairperson at this meeting for the same reason, to ensure there is a point of contact between management and the Council over the summer months immediately following the election, and to preside over remaining items on this agenda.

The first full meeting of Council each year occurs in February, and past Councils have used that meeting to elect officers of the Council, a process repeated annually. Deferring this until February provides a little more time for newly elected Councillors to come to grips with how Council operates, and to get to know other Council members a little better. The two appointments to be made at this meeting are effectively provisional arrangements that will be reviewed again in February 2020.

3. Recommendation

- 3.1 That Council elects a New Zealand Council appointee and a Regional Chairperson for the next financial year.***

10. CONFLICT OF INTEREST REGISTER

Ref: 7.02.01

26 October 2018

1. Purpose

A standing agenda item to disclose any Councillor Conflict of Interest or perceived Conflict of Interest, and record this in the Councillor Conflict of Interest Register.

2. Background

The Hawke's Bay Fish and Game Council has developed a policy to deal with Conflicts of Interest and must provide a standing agenda item to allow Councillors to disclose any Conflict or highlight any potential conflict. The "Interest Register" ring binder will be circulated in the first part of each meeting for Councillors to record any interests. The Council should then discuss how it wants to deal with any interest or perceived interest identified.

For Crown entities the definition of 'interested' is;

4. *Board members [Councillors] of Crown Entities should be aware of the very wide scope of what 'interested' means under the Crown Entities Act. A person is interested in a matter if he or she:*
 - *May derive a financial benefit from the matter;*
 - *Is the spouse, defacto partner (whether of the same or different sex), child or parent of a person who may derive a financial benefit from the matter;*
 - *May have a financial interest in a person to whom the matter relates;*
 - *Is a partner, director, officer, board member, or trustee of a person who may have a financial interest in a person to whom the matter relates;*
 - *May be interested in the matter because the entity's Act so provides; or*
 - *Is otherwise directly or indirectly interested in the matter.*

And any Conflict of Interest can be dealt with as follows:

- 6.6 *Members agree that the Council may, where appropriate, decide that a Council Member who has declared an interest in matters to be discussed by the Council*
[1] should leave the meeting room for the duration of discussion on such matters or; [2] remain in the room and contribute to the discussion and be allowed to vote or;
[3] remain in the room and contribute to the discussion but not be allowed to vote.

Councillors should take this opportunity to disclose any Conflict of Interest and record it in the circulated Conflict of Interest Register. If during the course of the meeting a conflict or perceived conflict is recognised, then this should also be disclosed at the time.

3. Recommendation

- 3.1 *That Councillors disclose any Conflict or potential Conflict of Interest, record it in the Interest Register, and Council agrees on how to deal with any Conflict of Interest raised.*

11. LEGISLATIVE REQUIREMENTS AND COUNCILLOR INDUCTION

Ref: 7.01.01

26 October 2018

1. Purpose

To inform Councillors of their legislative responsibilities and provide induction material and governance manuals.

2. Background

It is important for Fish and Game Councillors to be aware of their role and responsibilities under the Conservation and Wildlife Acts, as well as responsibilities under other legislation including the Local Government Official Information and Meetings Act, Crimes Act and other enactments.

The Regional Manager will briefly outline these responsibilities to Councillors and hand out induction material and Governance Manuals. It is important that Councillors know the Manager is available to discuss any induction matters or queries at any stage should they require it.

11. Recommendation

11.1 That Council receives the induction material and the Hawke's Bay Fish and Game Council Governance Manual.

12. 2019 GAME SEASON CONDITIONS

Ref: 1.07.03

26 October 2018

1. Purpose

To review the Game Season Conditions and highlight 2019 game season issues for consideration at the 11 December meeting.

2. Background

Council established policies and criteria for determining game season regulations. Current policies are set out in Appendix 1 to this Agenda Item.

In 2015, Council reviewed its policy in relation to mallard and grey duck harvest regulations. Council decided to set regulations based on the predicted population size (Threshold Management). This approach has three sets of regulation constraint; restricted, intermediate and a relaxed set (Appendix 1). Currently, if the Hawkes Bay mallard and grey duck population is predicted to be equal to, or below 100,000 then a restricted set applies. Above 100,000 and below 200,000 the intermediate set applies, and above 200,000 a relaxed set of conditions apply.

It is necessary to determine game season conditions at the December meeting of Council for recommendation to the Minister of Conservation.

APPENDIX 1: CURRENT POLICY AND CRITERIA

2.1 Mallard and Grey Duck (greylard)

- (i) That Council confirms it will revert to the use of a threshold approach for setting mallard and grey duck harvest regulations (where grey duck are treated as mallards due to the difficulty in distinguishing between the species). (15/11/11.1)*
Bates/Lumsden
- (ii) That the threshold levels are set at 100,000 and 200,000 such that at or below 100,000 a set of restrictive conditions applies; above 100,000 and at or below 200,000 a set of intermediate harvest regulations applies; and above 200,000 a relaxed set of conditions will be applied. (15/11/11.2)*
Bates/Lumsden
- (iii) That Restrictive conditions for the 2016 game season shall consist of a 6-week season with a bag of 6 mallard and grey duck (unless monitoring in January reveals there has been a significant collapse in the populations in which case staff are authorised to reduce the bag limit to 3-4 birds if deemed necessary); Intermediate conditions shall comprise a 6-week season with a bag of 8 mallard and grey duck; and Relaxed conditions shall comprise an 8-week season with a bag of 10 mallard and grey duck. (15/11/11.3)*
Mackie/Bates

2.2 Threshold Criteria for Paradise Shelduck

Table 1: Hawkes Bay Paradise Shelduck threshold

LONG TERM TREND	CONSTRAINT
Negative i.e. population declining	Restricted
Zero i.e. population stable	Intermediate
Positive i.e. population growing	Relaxed

Table 2: Hawkes Bay Paradise Shelduck season conditions

SEASON	APPROPRIATE SEASON DURATION AND BAG LIMIT
Restricted	Restrictive season conditions, a 4-bird limit with the season length the same as the mallard.
Intermediate	Intermediate conditions, season length the same as the mallard & a 10 -bird limit.
Relaxed	Relaxed conditions, season length the same as the mallard & a 12-bird limit.

2.3 Threshold Criteria for Black Swan

Table 3: Hawkes Bay Black Swan threshold levels

POPULATION SIZE	TREND	SEASON CONDITIONS
Low (below 1,000)	Negative	Restricted
Low (below 1,000)	Zero	Restricted
Low (below 1,000)	Positive	Restricted
Moderate (between 1,000 and 3,000)	Negative	Intermediate
Moderate (between 1,000 and 3,000)	Zero	Intermediate
Moderate (between 1,000 and 3,000)	Positive	Relaxed
Greater than 3,000	Negative	Relaxed
Greater than 3,000	Zero	Relaxed
Greater than 3,000	Positive	Relaxed

Table 4: Hawkes Bay Black Swan season conditions

SEASON	APPROPRIATE SEASON DURATION AND BAG LIMIT.
Restricted	Restrictive season conditions, closed season.
Intermediate	Intermediate season conditions, a 3-bird limit, with the season length the same as the mallard.
Relaxed	Relaxed conditions, 8-week season with a 5-bird limit.

APPENDIX 1

Final recommendations to the Minister of Conservation will be based on outcomes of monitoring programmes conducted in January 2019.

Below Graph – Matthew McDougall- Eastern Fish & Game

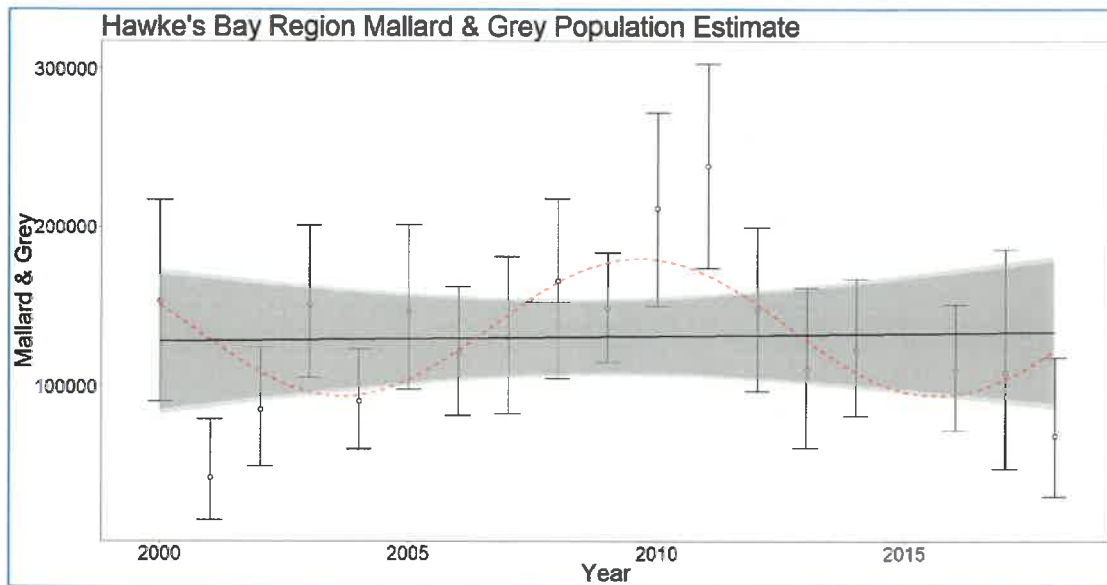


Figure 1. Hawke's Bay mallard and grey duck population (Greyland mean \pm 95% Credible Interval) 2000–2018. Black solid line is the regression line over time and the red dashed line is the Sine model (12 year cycle).

Appendix 1

FIRST SCHEDULE

Hunting conditions generally common to all fish and game regions

1 Bag limits

- (1) No person shall possess on any one day, more than the number of game birds specified as the daily bag limit for the Fish and Game Region in which the game is taken, except on Sunday, 7 May 2017, when that person may have in his or her possession twice the number of game birds specified as the daily bag limit for Saturday, 6 May 2017.
- (2) A person may possess more game than specified in sub-clause (1) of this Schedule, if all such game is labelled with the following details:
 - (a) The name and address of the person by whom the game was taken;
 - (b) The number of the licence to hunt or kill game held by the person by whom the game was taken;
 - (c) The name of the Fish and Game Region by which that licence was issued;
 - (d) The name of the Fish and Game Region in which the game was taken; and
 - (e) The date on which the game was taken.

2 Waiver of Restrictions on Baiting for Waterfowl

A person¹ may hunt or kill game of the family Anatidae (waterfowl) during the open season for game in all Fish and Game Regions, except Auckland/Waikato, where food has been cast, thrown, placed or planted any time during the year. In the Second Schedule, Auckland/Waikato Fish and Game Region, Special Condition 4(9) applies instead to restrictions on baiting.

3 Magazine Shotguns

A person may hunt or kill game birds, as specified, in any Fish and Game Regions with any magazine shotgun of a calibre 10 gauge or smaller, which includes magazine extensions², other than in the:

- (a) Auckland/Waikato Fish and Game Region;
- (b) Eastern Fish and Game Region;
- (c) Hawke's Bay Fish and Game Region;
- (d) Wellington Fish and Game Region;
- (e) Nelson/Marlborough Fish and Game Region;
- (f) West Coast Fish and Game Region.

For these six Regions special conditions in the Second Schedule apply.

¹Section 17 of the Wildlife Act 1953

²Amended notification to section 18(1)(c) (iii) and (v) of the Wildlife Act 1953 as authorised by the Minister of Conservation under section 18(1) of that Act

4 Shot Size

No person shall use, in any shotgun used for the purposes of hunting and killing game, any cartridge containing any shot size having a larger retained, per-pellet energy at 90 metres than lead BB.

5 Use of Lead Shot Prohibited

- (1) No person may possess lead shot, or use lead shot, while hunting or killing waterfowl within 200 metres of open water, with any gun using a 10 or 12 gauge cartridge. Non-toxic alternative shot may be used, including steel.
- (2) For the purposes of this requirement, “waterfowl” means any of the following game species:

Black swan (*Cygnus atratus*)

Grey duck (*Anas superciliosa*) and any cross of that species with any other species, variety, or kind of duck

Mallard duck (*Anas platyrhynchos*) and any cross of that species with any other species, variety, or kind of duck

Paradise shelduck (*Tadorna variegata*) also known as Paradise duck.

Spoonbill duck (New Zealand shoveler) (*Anas rhynchotis*)

Pukeko (*Porphyrio porphyrio melanotus*)

- (3) For the purposes of this requirement, “open water” means either:
 - (a) any area of land or seabed covered permanently or seasonally by water wider than 3 metres; or
 - (b) any area which is temporarily covered by water wider than 3 metres at the time of such possession or use, and that is contiguous to an area referred to in paragraph (3)(a).

6 Shotguns of a Bore Smaller Than 12 Gauge and Muzzle Loaders Exempt in Relation to Use of Lead Shot

Hunters may use lead shot in shotguns of a bore less than 12 gauge (including 16, 20, 28, 410) or muzzle loaders for the 2019 season.

7 Camouflaged Rowboats

A person³ may hunt or kill game within the following Fish and Game Regions, from unmoored camouflaged rowboats, subject to the excluded periods for the regions specified below:

Northland – no excluded period

Auckland/Waikato – excluding 4 and 5 May 2019

Eastern – excluding 4 and 5 May 2019

Hawkes Bay – excluding 4 and 5 May 2019

Taranaki – no excluded period

Wellington – excluding 4 and 5 May 2019

³Section 18(1)(f)(vi) of the Wildlife Act 1953

Nelson/Marlborough – no excluded period
West Coast – no excluded period
North Canterbury – excluding 4 and 5 May 2019
Central South Island – excluding 4 and 5 May 2019
Otago – excluding Clutha River 4 to 12 May 2019 inclusive
Southland – no excluded period

8 Restriction on Taking of Game

No person shall use any vehicle propelled by mechanical power (including motorised watercraft)⁴ to chase or kill game, except in such circumstances and at such times as authorised by the Conservation Act 1987 and Wildlife Act 1953.

9 Pegging Day

- (1) Stand claimants who claimed and occupied a stand during the 2018 Game Season may claim that stand at any time prior to pegging day (up to 10.00am on 7 April 2019) following the purchase of the 2017 game licence. If you are in the Auckland/Waikato Region, then the above mentioned applies **only to Adult Whole Season Licence Holders** and does not apply to Junior Licence Holders as it does in all other Fish and Game Regions.
- (2) Otherwise, unclaimed stands can only be claimed any time after 10.00am on 7 April 2019 in all Fish and Game Regions.
- (3) A stand may be claimed by planting on it a stake having either a board or identifying label attached, plainly identifying the name of the claimant and the number of his/her licence. The hunting stand claim tag provided with the licence must be completed with the name of the claimant and affixed to the board or identifying label.
- (4) The licence holder claiming a stand must be present in person at the stand when marking it up.
- (5) No one can claim more than one stand.
- (6) A stand cannot be claimed closer than 90 metres to a stand already claimed by another person without that person's consent.
- (7) Any stand not occupied by the claimant within one hour after the opening hour of hunting, on any day, can be occupied by another licence holder for the remainder of the day.

10 Conditions

These conditions will expire at the end of the open season for game specified under the Second Schedule for each Fish and Game Region.

⁴Section 18(1)(f)(v) of the Wildlife Act 1953

**SECOND SCHEDULE:
HAWKE'S BAY FISH AND GAME REGION**

Game That May be Hunted or Killed—Duration of 2019/2020 Season

Species	Season Duration (dates inclusive)	Daily Bag Limit	Hunting Area
Mallard/grey duck	4 May to 16 June 2019	8	All areas
NZ Shoveler duck	4 May to 16 June 2019	2	All areas
Paradise shelduck	4 May to 28 July 2019	10	All areas
Pukeko	4 May to 25 Aug 2019	10	All areas
Black swan	4 May to 16 June 2019	3	All areas
Brown quail	Closed season	0	All areas
California quail	4 May to 25 Aug 2019	10	All areas
Cock pheasant	4 May to 26 Aug 2019	2	All areas excluding Upland Game Properties with special conditions specified in clause 6 for the region.
Pheasants, both sexes	4 May to 26 Aug 2019 4 April 2020 to 2 May 2020 26 Aug to 30 Sept 2019	No limit	Upland Game Properties with special conditions specified in clause 6 for the region. Upland Game Properties with special conditions specified in clause 6 for the region.(junior hunters only)
Red legged Partridge	4 May to 26 Aug 2019 4 April 2020 to 2 May 2020	No limit	Upland Game Properties with special conditions specified in clause 6 for the region.

Shooting Hours

6.30 am to 6.00 pm.

Decoy Limit

No limit.

Magazine Extensions

No person may hunt or kill game birds, as specified, within the Hawke's Bay region with any magazine extensions on a shotgun of a calibre 10 gauge or smaller (including 12, 16, 20, 28, 410).

Magazine shotguns must be restricted in such a way that the shotgun is incapable of holding more than two shells in the magazine and chamber combined at any one time.

Upland Game Properties with Special Conditions

Whanawhana Trust Property: Lots 2 and 3 DP 24970, namely that area north and south of Whanawhana Road, Whanawhana, bordered by the Ngaruroro River in the South and the Otamauri stream in the North. The “Whanawhana” property is owned by the Whanawhana Trust.

Tuna Nui Station: Bounded by Flag Range Road to the east, the Waikonini Creek and Rauwheua Forest in the west and north respectively and the Napier-Taihape Road to the south. Tuna Nui Station property is owned by the Andrew Russell Trust.

Ngamatea Station: Being the property north of the Napier-Taihape Road and bounded by the Taraurau River to the east, the Rangitikei River to the west and the Waingakai Stream to the north. It is defined as that area encompassed within a 2- kilometre radius of the following latitude 39 25 08.76 S and longitude 176 08 53.82 E reference point. Ngamatea Station is owned by the Apatu-Ngamatea Trust.

Wharehunga: Lot 3 DP339686 section 13 Blk V111 located on 93 Groome Road Waipukarau. The property is owned by the McCormick Trust.

HUNTING IN THE HAWKE’S BAY

The Hawkes Bay Fish & Game region is defined by river catchments, extending north to the Mohaka, west to the Ngaruroro, and southwest to encompass the Tukituki systems, with the southern border reaching the Tautane Stream just south of Cape Turnagain.

WATERFOWL

The mallard, grey duck and hybrids are the most popular game birds of the region. These species respond well to calling and decoying and can be found on most of the region’s rivers, streams, dams and lakes. Shoveler are a transient population for most of the season and are renowned for their fast flying and elusiveness.

There are extensive hunting opportunities in the river beds of the region. Access is good and well-marked with signs.

A little time spent checking out backwaters pre-season can pay dividends during the season.

Paradise shelduck are wide-spread and can be hunted successfully in most locations. Low-lying farmland with water nearby is ideal for hunting using silhouette decoys. If you want to target parries, the pasture lands and river beds are a good place to start. Most landowners are only too happy for hunters to target parries on pasture if they are approached and asked first.

The Hawkes Bay region administers a number of Controlled Shooting Areas throughout the region. Periodically vacancies arise, creating a wetland enhancement and shooting opportunity for local shooters. If you want to shoot this season but don’t have anywhere to hunt, give our local Fish and Game office a call.

UPLAND GAME

Hawkes Bay hosts a good population of ring-necked pheasant and varying numbers of California quail, with the best results achieved in scrubby river margins and forestry plantations with blocks of young trees. Pheasants are predominantly hunted in our major river systems with the Waipawa, Tukituki, Ngaruroro and Tutaekuri normally well worth a look. The best hunting is generally where good cover and watering opportunities are found (i.e. river basins), especially where these areas border orchards and/or assorted cropping areas. For most of these areas a dog is recommended as an easy way to cover ground effectively.

Every year forestry blocks are available for use by upland game bird hunters. This is possible through the assistance of Matariki and Pan Pac Forest managers. The blocks offer weekend hunting only, and for this reason are usually productive and worth applying for. Access to these blocks is administered through our Fish & Game office by way of a balloted permit system. Balloting of these blocks is advertised in early April in the Hawkes Bay Today and Central Hawkes Bay Mail. If you are interested in applying, fax us a copy of your 2017 game bird hunting licence along with your name, address and phone number - along with the same details for any companions you will take. Include the make, model colour and registration number of the vehicle you will use. For further information contact the Game Farm office.

RECENT CHANGES TO THE REGULATIONS

- Compulsory ban of magazine extensions for shotguns to hunt or kill game.
- Voluntary total shotgun capacity of three shots. Hunters in the Hawkes Bay Region are encouraged to observe a voluntary limit to magazine shotguns capable of holding no more than three shells with no more than two shells in the magazine and one shot in the chamber. A voluntary phase-in period is in place for the 2016 seasons, with it to become compulsory in the 2017 season.

A COUPLE OF THINGS TO REMEMBER

Access is a privilege not a right so if in doubt, please ask! Land owners frequently have paradise duck and swan problems and often appreciate flocks being dispersed by hunters. Often they might offer the opportunity to shoot a vacant pond. In any case the personal courteous approach is by far your best bet.

Please do not leave the bodies or parts of shot game on the hunting ground. If carcasses are left in the field it can encourage unwanted predators as well as ill feeling from other hunters and the non-hunting public. Please make yourself familiar with the Closed Game Areas and Wildlife Refuges scattered throughout Hawkes Bay.

WILDLIFE REFUGES

1. The bed of the Tuki Tuki River between Waimarama Bridge and a line running from the north of the Mangangara Stream to the road at the southwestern corner of Section 9 and 15 in the Te Mata Survey District (8km upstream)
2. Lakes Tutira, Orakei, and Waikopiro and certain surrounding land
3. Horseshoe Lake, Elsthorpe
4. The property of R H, J R, and T R Hartree, Puketitiri
5. The Westshore Ponds
6. The spit south of the mouth of the Ngaruroro River
7. Rakautana Forest, Waikoau
8. Pauhanui Bush, Gwavas Station, Tikokino Bay

POACHING PROBLEMS?

We have set up a 0800 POACHING (0800-762-244) number. If you witness any offending let us know as soon as possible.

WETLAND CREATION

For information and advice on wetland creation contact the staff at your local Fish & Game offices. Wetlands in the Hawkes Bay Region are now rare. In some parts less than 1% of the original wetlands remain. The Habitat Trust fund is one source of funding for enhancement, purchase or development of wetlands. If you have a proposal to create or enhance a large area of wetland we may be able to assist you obtaining some funding.

LICENCES

You can now order your game licence through our website www.fishandgame.org.nz

Appendix 2

12. Recommendations

12.1 That Council agrees with the attached Draft Notice subject to monitoring, of paradise shelduck, and black swan.

12.2 That Council identifies any other game season condition matters it would like further information on or consultation with hunters about, before the December 2018 meeting.

13. DATES THE HAWKE'S BAY FISH & GAME COUNCIL IN 2019 YEAR

Ref: 7.02.01

26 October 2018

1. Purpose

To set a dates for the Council meetings to be held in the 2019 year.

2. Background

The Council is required to meet on at least six occasions between 1 February and 31 December each year. Due to a need to supply regional feedback to the New Zealand Council on important matters such as regulation and licence fee setting, the timing of these meetings must fit within a national bi-monthly schedule. Meetings need to be held in February, April, June, August, October and December to consider the issues indicated in the table below. Meetings have typically been scheduled to take place on Tuesday evenings in the third week, and sometimes the second week of these months.

Meeting dates and key issues for discussion.

	Date	Key Issues
1	<i>19 February 2019</i>	<ul style="list-style-type: none">• Council Priorities
2	<i>16 April, 2019</i>	<ul style="list-style-type: none">• OWP – initial draft• Anglers Notice – initial consideration
3	<i>18 June 2019</i>	<ul style="list-style-type: none">• Licence Fee• OWP – 2nd draft• Anglers Notice – finalise recommendations
4	<i>20 August 2019</i>	<ul style="list-style-type: none">• Finalise OWP
5	<i>15 October 2019</i>	<ul style="list-style-type: none">• Game Conditions – initial consideration• Annual Performance Report - draft
6	<i>3 December 2019</i>	<ul style="list-style-type: none">• Game Conditions – finalise recommendations
AGM	<i>3 December 2019</i>	<ul style="list-style-type: none">• Present Annual Performance Report

The Hawke's Bay Council met at 6 pm at the Game Farm located at 22 Burness Road, Greenmeadows.

Key Dates:

28th Feb – Final date of receipt of draft 2018-19 Budgets and CF applications

28th March - Licence fees paper sent to Regional Councils

NZ Council Meetings

16 February (Wgtn)

23-23 March (Wgtn)

7-8 June (Wgtn)

9-10 August (Wgtn)

22-23 November (Wgtn)

13. Recommendation

That the council approves the proposed meeting schedule and dates for the six regular meetings and one annual general meeting for 2019.

14. LIAISON OFFICERS REPORTS

14.1 EAST COAST/HAWKES BAY CONSERVATION BOARD

14.2 REPORTS FROM OTHER AGENCIES

14.3 REPORTS FROM NEW ZEALAND COUNCIL

15. OPERATIONAL REPORTS

15.1 MANAGEMENT REPORT

26 October 2018

SPECIES MANAGEMENT

1111 Regional Didymo Surveillance

Didymo sampling is scheduled to occur in November on both the Ngaruroro and Tutaekuri rivers. The September sampling results have both come back negative.

1111 River Fisheries Investigations

Staff have commenced an electric fishing study in the Tukipo River and Mangaonuku stream to monitor the extent of movement of juvenile trout. We are also investigating options to monitor the movement of trout throughout the catchment via a tagging programme.

1112 Data watch returns for the 2018-19 season

A total of 10 tags were returned during the 2017-18 datawatch tag season 22/08/2018 to 15/08/2018, the free licence draw was drawn by Eastern Fish & Game staff. Complimentary data watch licences were issued 21 August 2018 to Donald Calder & Cameron Foreman.

One tagged trout return received so far, this season from Lake Tutira.

1114 Lake Tutira

Staff attended the October Tutira Maungaharuru forum meeting. We have also had discussions with Hawkes Bay Regional Council scientific staff about setting up a project to look at the fish ability and growth rates of trout in Waikopiro and Tutira. This would help with assessing the risk of putting an air curtain in Tutira.

1116 Game Bird Trend Counts

Staff were unable to carry out the aerial trend counts on the black swan and paradise Shelduck in Feb 2018 due to weather conditions – no report to be presented to council for the 2018 year.

2018 Hawkes Bay Game Hunter Survey has been included in the papers for information.

Fish & Game New Zealand conducted a national count of shoveler duck on 6 August. This is the 19th annual count (2000- 2018) to monitor change in the New Zealand population.

Staff have included a copy of the Trend Count of New Zealand Shoveler Duck- 2018 prepared by Matthew McDougall – Eastern Fish & Game in the papers for information.

Staff have liaised with HBRC science teams and have plans to trial new methods of surveying gamebird populations using borrowed drones and operators.

1117 Game Bird research

Matt McDougall has been working on a game bird research strategy with a group of other regional Fish & Game staff and attended a presentation and discussion on a national research strategy at the August Managers meeting.

1121 River Fisheries Creel Surveys

Staff have included the Electronic Angling Diary Results for Summer 2017/18 in the papers for information file.

Anglers are still being encouraged to complete online angling diaries now that the new season has commenced. Staff have sent a reminder to the local anglers clubs and resent the online survey link.

1151 Game Farm Operations

One hundred and fifty 2+ year old rainbow trout were delivered by Eastern Fish & Game staff on 11 October for future fish out days. Staff have also discussed the use of the shadehouse with volunteers. It has been decided that volunteers will plant and care for native seedlings that can be given to community initiatives.

Zorn Surveying have surveyed the maize paddock and staff are investigating options for the wetland development.

1152 Game Farm Maintenance

The Akeake & Karamu seedlings growing in the shade house for future habitat projects have been donated to Waiohiki Marae. These plants are going towards a native replanting project along the Tūtaekurī River near the Waiohiki Marae. For the last 3 years the Trust have planted over 11,000 natives along the river within close proximity to the Marae, the initiative is a marae/hapū lead kaupapa through the Te Wai Mauri Trust.

Flax plants have been trimmed by volunteers in the overflow car park and bridge area and general gardening work carried out. The volunteers have commenced painting the hatchery and implement shed. The support of the Watts Family is greatly appreciated.

The predator traps located around the game farm are regularly checked and catches are recorded on Traps NZ website. The maize paddock was mowed in October.

1161 Liberations

The liberation of 2250 1+ year old rainbow trout and 500 1+ year old brown trout were released into Lake Tutira and Waikopiro on 11 October, as well as 50 tagged rainbows into Lake Hawkston

1181 Game Bird Control

We have issued 2 permits to disturb pukeko, 1 permit to disturb swan and 1 permit disturb paradise shelduck between the period 1 September to 26 October to landowners that are experiencing crop damage.

HABITAT PROTECTION AND MAINTENANCE

1211 RMA Planning

Plan changes

There are currently three changes to the Hawkes Bay Regional Plan that affect Fish and Game. The first is the proposed Outstanding Water Body Plan Change, which is looking to be notified in March 2019. This identifies the following list of “outstanding rivers” for Hawke’s Bay for the purposes of the National Policy Statement on Freshwater Management:

Ahuriri Estuary - Te Whanganui a Orotū
Upper Mōhaka River (above Willowflat)
Lake Waikaremoana
Taruarau River
Ruakituri River
Lake Whakakī
Mangahauanga Stream
Wairoa River
Heretaunga Aquifer

Lake Whatumā
Tukituki River
Ruataniwha Aquifer
Upper Ngaruroro River (above Whanawhana)
Waipawa River
Lake Tūtira (incl Papakiri Stream & Aropaoanui River)
Karamū Stream
Lake Waikareiti
Lower Ngaruroro River (below Whanawhana)
Porangahau River
Makirikiri River
Waipunga River

Staff are in discussions with the regional council on this list and Councillors are encouraged to give their feedback to staff who can pass it on to the Regional Council. Staff are also in discussion with iwi and Forest and Bird. At this point it is recommended that the plan change be supported by Council.

The second plan change is the TANK (Tutaekuri, Ahuriri, Ngaruroro and Karamu catchments) plan change. This governs water quantity allocation, minimum flows, and river management in these catchments. Whilst the collaborative stakeholder group (which has been in operation since 2012) was able to reach a consensus opinion on most matters, it is not expected that there will be full agreement on the final plan change, and Fish and Game will need to be fully committed to back up minimum flows and water allocation regimes in particular.

The final plan change is the outcome of plan change 5 – regionally significant wetlands. This began in 2014 under previous management, and an Environment Court judgement has just been released. The judgement essentially retains the status quo definition for regionally significant wetlands, and whilst not a major loss for Fish and Game, it is also not a win for us. There is a risk of one of the appellants – Te Tumu Paeroa (the Maori Trustee) – applying for costs against Fish and Game. Staff are working with our lawyers (Anderson Lloyd) to avoid this risk and we do not believe that TTP have a case.

My recommendation is for staff to discuss with regional council a further wetland plan change that introduces the concept of wetland types (and activities associated with each type of wetland) to solve the issues that we were not successful in resolving at appeal.

Consents

Staff monitor resource consents. The only consent of major concern is the “tranche 2” groundwater take which is proposed as an alternative to the now-cancelled Ruataniwha supply. Regional Council may find a way to avoid determining Fish and Game as an affected party on this consent. Legal letters have already been sent to Council on this point.

Ruataniwha

Water

Taskforce

This group of stakeholders, including Fish and Game, has been convened as an urgent response to the current water shortage situation. It will meet on October 30 and options will be presented to stakeholders. There is some risk for Fish and Game in that this group will be used to erode existing minimum flows and levels and pave the way for inappropriate development. Proposals will be reported back to this Fish and Game Council by staff.

1212 Consent Applications

Staff review weekly consent applications emailed out by HBRC.

1221 Reserves Management

We are working with the Hawkes Bay Regional Council to develop an agreement around the management of Addis Ponds and Pukeora Ponds in Central Hawkes Bay.

1231 Maintain and Enhance Game Bird habitat

Staff assisted with the applications of 7 landowners for a 2018 grant from the New Zealand Game Bird Habitat Trust. Five landowners were successful and staff look forward to working with these landowners on their projects in the new year.

ANGLER AND HUNTER PARTICIPATION

1311 Angler Access

Staff have met with the Hawkes Bay Walking Access Commission to discuss local access issues. Staff have applied to the Eastern Institute of Technology for a student to take up the project of compiling all access and regulatory information for the Hawkes Bay region into a Smartphone App.

1312 Signage

Staff have completed upgrading the current F&G access signs on the Tukituki River using funding obtained from the Walking Access Commission.

1331 Electronic Newsletters

Staff produced Reel Life newsletter for September and October.

1332 Fish & Game Magazines

The special fish edition of the Fish & Game Magazine including the Region's 2018-19 Fishing newsletter was distributed to 2017/18 Whole season fish licence holders and copies distributed to licence agents.

1333 Fish and Game Website

The Facebook site is continuing to grow and has provided a way for staff to communicate with not only our licence holders but also other interested parties. A total of 482 page likes and 505 people follow this to date.

1341 Information Pamphlets

Stocks of information pamphlets maintained in licence agents and other outlets throughout the region.

1351 Children's Fishing Programme

Staff have been in contact with members from the Hastings Freshwater Anglers Club and have set dates to run a kids fishing programme from the 14th November-12th December taking place at the Game Farm and local rivers. This programme has been posted on Facebook. Next scheduled Kids Fish Out Day at the Game Farm has been set for Saturday 3rd March.

1352 Junior Hunting Programme

A successful junior shoot for 10 juniors was held on Father's Day 2 September 2018 at Tuna Nui station. The 10 juniors had been randomly selected from junior licence holders that had purchased a junior hunting licence before the end of June 2018. The day started with a bacon & eggs pies & scones with jam & cream and was followed by an in-depth safety brief before the juniors climbed into the unimogs and got the opportunity to shoot on a pheasant

preserve. The juniors got to experience three separate drives in clear sky conditions with all shooting exceptionally well. A big thank you to everyone involved for making the day such a success and to the numerous volunteers that gave up their time. Thank you to Tuna Nui station, NZ Game Birds and their staff for supporting this junior shoot. Beretta New Zealand sponsored the event providing some of their quality firearms for the juniors to try, whilst also providing the ammunition and sponsorship for the catering. A video of the day was created by Paul Taylor from HB Today and posted on Facebook. Positive feedback has been received by all parents & juniors with thank you emails included in the papers for information file.

1353 Angler/Hunter Enquiries

Staff continue to field enquiries for information from anglers and hunters.

Information packs have been sent out to novice anglers and those wanting to return to the sport.

1361 Fish and Game Club Communications

Staff attended the Pekapeka Shooters Assn AGM on 5 Sept at the Game Farm.

Staff prepared & distributed - Introduction to Trout Fishing Information folders and didymo packs for the CHB, Hastings and Napier Freshwater Anglers Clubs in preparation for 18/19 Fishing Season. Jesse Friedlander attended a Hastings Freshwaters Anglers Club meeting on 3rd October and attended the Napier Freshwater Anglers Club Opening Season BBQ at the Game Farm on 7 October 2018.

1371 Fish and Game huts

Rat bait has been replenished at the Glen Falls hut.

PUBLIC INTERFACE

1411 Statutory Liaison and Political awareness

Staff continue to meet regularly with HBRC over many issues. We have met with the Hawkes Bay Regional Council science team to discuss working together on gamebird monitoring along drainage ditches, fish surveys and potential wetland development sites.

1421 Public Communications

Media release 14 August – Fish & Game praises Lake Tutira clean-up efforts working together with local iwi, DoC, HB Regional Council, Guthrie-Smith and local landowners playing their part as members of the Tutira Mai Nga Iwi Governance Group.

2018 Junior Pheasant Shoot featured in the local newspaper Hawkes Bay Today Snapshots.

Media release to the HB Today introducing newly appointed Regional Manager Jesse Friedlander.

Staff gave a presentation to the Balance Farm Environment Awards judges training day

1441 Public Promotions

Hawkes Bay Fish & Game councillors manned the stand at the Hawkes Bay A&P show on 17 and 18 October 2018.

1451 Education

Greenmeadows School has approached staff as they are keen to undertake some learning activities at the Game Farm site. The school visit is scheduled for 31 October.

COMPLIANCE

1511 Ranging

The renewal of the rangers warrants were issued to the regions nine honorary rangers late September with the new expiring date of Sep 2021.

Staff – Jesse Friedlander and Tom Winlove were also issued with ranger warrants.

Angler checks have continued however most areas have been quiet during the August & September period.

Contacts figures for 2018-19 year to date are currently unavailable.

1521 Training

Staff met with the rangers on Monday 15th October, at this meeting rangers were issued branded polo shirts, sunhats & sunblock together with Ranger Guide & Health & Safety Manual and all supplies of the rangers stationery requirements updated. A health and safety briefing was given and emergency contact list updated and filed in the office folder. A ranger training course is to be held early 2019 with four of the rangers requiring refresher courses. This course is likely to occur in Rotorua.

LICENCING

1611 Licence Production and Distribution

Licence information and access pamphlets distributed to Napier, Hastings and Central Hawkes Bay I-sites. New licence category pricing list and licence option cards distributed 15 August 2018.

1612 Analysis of Licence Information

See Licence Sales Report for further details.

1613 National Licence Management

Kate Thompson from Eastern Fish & Game continues to provide regular updates of licence sales and reports from the Licence Working Party and R3 Working Group are received.

1614 Increase Licence Sales

Actively promoted licence sales. Encouraged anglers to upgrade to family licences. Staff endorsed our licence category options through phone calls received and licence agent visits.

Information packs consisting of a complimentary magazine, newsletter, fishing regulations and access pamphlets posted out to potential anglers who have called and visited the office to enquire about Fish and Game.

1621 Licence Agent Support

Staff visited licence agents on 15 August in Napier, Hastings and Central Hawkes Bay to educate point of sales staff on the Non-Resident licence, use of the search engine for addresses, importance of confirming existing customer's details, tick the election option and remind them to change the option of licence category at "cart". Encouraged them to keep connected via Facebook. A morning tea was provided as a thank you for the great start to the season. Staff followed up on agent's enquiries regarding licence details and back country fishery information.

COUNCILS

1721 Council

Council kept informed of relevant national and regional matters as information is available. Reports and Agendas produced, and draft minutes circulated as soon as practicable after the meeting.

PLANNING AND REPORTING

1811 Sports Fish & Game Management Plan

This is still in development and currently waiting on responses back from the Department of Conservation and Hawke's Bay Regional Council. Staff are positive that a hearing can be avoided and that full agreement between DOC and Fish and Game can be reached, which allows for easy Ministerial sign-off.

Sports Fish & Game Management Plan presented to Council at this meeting.

1832 Audit

Carmel Veitch from Eastern Fish & Game is working with the auditor Gary Edwards from Owen McLeod at the Eastern region office to complete the Performance Report for the 2017-18 year. The draft Annual Performance Report for the 2017-18 financial year has been presented to Council and included in the Papers for information.

1833 HB Audit by NZ Fish & Game Council

The auditor Michael Webb and Lindsay Lyons met with the council on Wednesday 3 October at 1pm at the Game Farm to discuss the audit's areas of focus, objectives and obtain relevant information to assist with the audit.

Off-site interviews were conducted with the auditor and individual council members on 23rd & 24th October.

ADMINISTRATION

1921 Staff Communications

Weekly staff meetings held to maintain staff communications and plan operational work.

1923 Staff Training

Jesse Friedlander attended the National Wetland Symposium held in Napier late September to listen to NZ Fish & Game CEO Martin Taylor's presentation. Staff took this opportunity to meet and greet other Fish & Game staff from other regions also participating in this event.

Staff attended a two day Smith-Root electro-fishing course held in Hamilton on 17 & 18 October.

1925 Employment

Employed Tom Winlove to assist with field work on a casual contract.

1932 Staff House

The staff house interior was repainted late August/early September. Morice Property Valuer's & Advisors have given a rental appraisal for the staff house.

1941 Office Premises

Cleaner contracted to clean the offices on a fortnightly basis.

1942 Meeting Room

Meeting room maintained to a clean and tidy standard.

1991 Vehicle Maintenance

2013 Nissan Navarra was valet by Shine4u in preparation for sale posted on Trademe. The vehicle was sold on 18 October 2018.

The replacement vehicle – Ford Ranger was delivered on 17 August and sign written with the Fish & Game logos the following week and vehicle insurance arranged.

Toyota Hilux had the interior valet by Shine4u late September.

The six monthly vehicle check was carried out on the Toyota Hilux - HSC136 on 12 September.

14. Recommendation

That the council receives the summaries for the Electronic Angling Diary Results Summer 2017/18 , Aerial Transect Counts of Mallard & Grey Duck 2018 , the Hawkes Bay Region Game Hunter Survey and the 2018 National Shoveler Count presented in the papers for information file.

15.2 HEALTH AND SAFETY REPORT

Ref: 9.01.07

26 October 2018

1. Background

As part of its commitment to Health and Safety and providing a safe workplace, the Hawkes Bay Fish and Game Council requires a report at each meeting describing:

1. Implementation and adherence to the Health and Safety policy/manual – including H&S as agenda item for staff & ranger meetings;
2. Monitoring and Reporting – in accordance with the Health and Safety plan;
3. Risk Management (identification and treatment) – any new issues or hazards that have arisen and how these have been addressed;
4. Training programme – information sharing and training of staff and volunteers;
5. H&S incidents – near misses or injuries sustained, plus updates on past events;
6. Recommendations.

2. October/November 2018 update

1. Implementation and adherence to the Health and Safety Plan

Weekly staff meetings have Health and Safety on the agenda as a standard item. Staff are given an opportunity to raise any issues, and as a team we develop a procedure to minimise the risks.

‘Tailgate’ forms are used when staff goes out on field trips/ranging or when volunteers are assisting.

Staff are using a Fish & Game designed field intentions website to record their trip intentions when undertaking work in the field.

Staff gave a Health & Safety briefing at the Rangers meetings held 15 October and updated the emergency contact details of all rangers.

2. Monitoring and Reporting

Work Place Accident Register

As at 26 October 2018

Number of workplace injuries in 2017-2018 year	0
Number of workplace injuries in 2016-2017 year	1
Number of workplace injuries in 2015-2016 year	0
Number of workplace injuries in 2014-2015 year	2

3. Risk Management (identification and treatment)

Tailgate forms are being used by staff when undertaking tasks in the field. These forms identify the risks and hazards associated with different tasks and provide a written record for audit purposes.

Visitors to the site are signing in and out on the visitor register and a verbal Health and Safety briefing is given to them before they walk around the site.

Users of the meeting room complete the visitors agreement and register agreeing to undersign taking care of their own health & safety while using the meeting room facility.

Game Farm bridge water blast clean of dirt and mould September 2018

GPS tracker transferred from the Nissan Navara to the Ford Ranger.
HSC136- Toyota Hilux – 6month vehicle check completed 12 September 2018.

Wormald Annual Fire Extinguisher service completed 21 August 2018.

4. Training programme

Jesse Friedlander Electrofishing Principles & Safety certificate received and filed.

5. H&S incidents

No incidents to report.

6. Recommendations

1. That the Council receive and accept this Health & Safety report.

15.3 FINANCE REPORT

6.2 Finance Report

1.0 Purpose

To inform the Council of the current financial position and approve payments for the months of July and August 2018. The Draft Annual Accounts is also attached.

2.0 Finance Report

The Income and Expense summary for the 2 months ending 31 August 2018 is attached. (Table 2). This report documents the income and expenditure for the full financial year. Most accruals have been included in these reports - however - the final figures for licence sales were not available at the time of writing this report so there will be some adjustments to the sales figures and some expenses.

Income

Licence Sales are below Total budget as at 31 August 2018. \$436,318 compared to Total sales budget \$448,052. Last year Sales \$430,994.

Included in this licence figure is \$9,032 levy which relates to the non- resident licence levy. This levy will become a dedicated reserve in Equity - to be used for Back Country fisheries.

Other Income for the year is \$67,406 compared to a budget of \$34,970. See attached schedule.

Table 1: Other Income	Budget \$	Actual \$	Variance
Sundry	-	651	(651)
Rent - Maize	5,000	5,043	(43)
Liberations - Contract	-	724	(724)
Control Equip Hire	-	217	(217)
Legal Funding	-	30,446	(30,446)
Reparations	-	304	- 304
Wetland Landowner Advice	-	1,746	- 1,746
Walking Access Grant	1,000	1,000	0
DVD Sales	-		0
Advertising - Newsletter	1,500	1,098	402
Junior Hunt Sponsorship	-		-
Take a Child Fishing	2,000	202	1,798
Glenfalls Hut	1,000	739	261
Fines	1,500		1,500
Salaries Contract	2,520	2,520	0
Rent - Staff houses	9,000	8,400	600
Meeting Room Hire	2,000	2,156	(156)
Interest received	9,450	12,160	(2,710)
Donations	-	-	-
Total Other Income	34,970	67,406	(32,436)

Legal Funding

Included in Other Income is \$30,446 which was reimbursed by NZC.

Depreciation

Depreciation for the year was \$22,192.

Species Management

Population Monitoring YTD was \$11,331 compared to budget of \$25,300. Areas that were underspent included Population monitoring.

Harvest Assessment - Game Survey costs from the Southern Institute are reported in August - \$2,700. This area is under budget by \$1,300 for the year.

Game farm expenses are just over budget for the year - \$18,800 compared with a budget of \$17,000. For the July and August periods the main costs related to the grounds. Ace lawn care, Consents, Surveying work for site (2,500), and a n accrual for the irrigation work to be carried out by Irrigation Services for the Bores. (\$6,000)

Releases – \$10,537 compared to a budget of \$7,000. The difference in this cost relates to the liberations contract \$2,000 – this has a contra income associated with it – so the area is within budget overall.

No Spending in Control for the year – budget \$500

Overall Species Management YTD \$43,368 compared to a budget of \$53,800.

Habitat

Within Resource Management - the only expenditure in July was to Anderson Lloyd Lawyers – Accrual for year-end \$666. This has been on charged to NZC for reimbursement. YTD this area is over budget - by \$28,896 – this has been charged to NZC.

In Works and Management, there were no expenses in July and August. YTD total spent \$1,065 compared to a budget of \$1,000.

Within Assisted Habitat, YTD \$5,081 compared to budget of 7,000. No Expenses in July and August.

Overall Habitat is over budget for the year by \$27,042. However, there is a contra in income for RMA which mitigates this.

Participation

Within Access, no costs for period – total \$999 against a budget of \$4700.

Newsletters - The 2018 Fish magazine costs were \$1,500 as budgeted - this was for the 2 regional pages in the magazine. The regional Fish Newsletter (2500 copies) was also printed and distributed. Total cost for month \$3,993 This area is under budget YTD by \$1,192.

Other Publications – budget not spent in the year – budget \$500 - zero spent.

Training – Cost of fish food for the kids fishing was recorded in August 2018 - \$1,449. Total spent for year \$3,037 – over budget by \$537.

YTD spending on the Glenfalls hut was \$1255 – within budget.

The overall area of participation was under budget.

Public Interface

YTD spending \$203 compared to budget of \$500.

Compliance

No Cost in July or August 2018.

YTD Compliance is under budget by \$2,025.

Licensing

Agent Services -A small cost of \$33 in August relates to the biscuits and cakes for Agents. YTD \$219 compared to \$750 budget.

Commission relating to the sale of licences YTD is \$18,660 – which is in line with sales. Again, the budget was based on 5% - but as more licence holders use Public on line the commission reduces to 4.2% of sales. The Budget for 2018/19 has been reduced to 4.5% to reflect this movement.

Council

Catering for the August Council meeting was reported in August (\$202). YTD expenditure \$1,242 compared to budget \$2,500.

Planning & Reporting

The Management Plan is being worked on at present. Budget fully spent \$555.

Accrual for the Audit fee is reported in August \$2,142.

The Quarterly levy was reported as per budget in July – TOTAL levy \$42,240 as per budget.

Planning and Reporting within budget for the year.

Administration

- Salaries – as at 31 August 2018 total salaries was \$213,764 this compares to a budget of \$237,281. Included in this figure are the amounts paid to Eastern Region for the Management, Administrative and Field support for the year. The costs associated with kiwi saver paid to employees is also included in this figure as well as the accruals for holiday pay owing as at 31 August 2018. This area is underbudget as we were without a Manager (pd) for some months.
- Staff expenses - YTD \$18,529. (Budget \$16,606) over budget due to the recruitment costs.
- Rates for the staff houses in July were recorded \$683 and maintenance of the staff houses was undertaken in August- roof fix and internal painting. YTD \$23,846 was spent on the staff house this year the house has been painted both outside and in. Over budget by \$10,946.
- Within Office Premises – expenses relating to power and cleaning were reported in July and August. This area is under budget by \$3,284.
- Office Equipment includes the photocopy lease in August.
- Communications expenses are reported relating to telephones, stationery and photocopying. Under budget by \$1,847 for the year.
- Expenses in General Expenses relate to bank charges and Insurance of \$5,282 was reported in August.
- General Equipment – no cost for August/ September – under budget YTD by \$2,507.
- Normal Fuel and RUC costs in July and August as well as insurance for the 3 vehicles on hand at balance date. YTD Vehicles within budget.

There was a bad debt written off in the year of \$409. This relates to Court fines that were to be paid – last payment received August 2017. We have written the debt off and in future will only account for fines as they are received.

These are Draft and unaudited accounts - there may be a few outstanding accruals that come to my attention over the next few weeks - however, at present there is a surplus of \$24,818 for the year ended 31 August 2018. (See attached for Draft Accounts)

Variance Report

Table 3 gives a summary YTD with Staff time. The bottom figure of 88% represents the percentage of budget spent – This compares to 100% of the year being covered.

The table shows that there is still a large variance between the budgeted hours allocated to projects and the Actual hours spent. This is a reflection on many staff members having to be reactive to situations which is often at the detriment to other projects.

Summary of Hours as a % of Budget				
Code	Project	HOURS		
		Budget	Actual	%
1340	Other Publications	148	24	16%
1220	Works & Management	100	18	18%
1170	Regulations	64	25	39%
1310	Access	162	68	42%
1510	Ranging	200	84	42%
1420	Communication	60	34	57%
1710	Council Elections	5	3	60%
1150	Game Farm	182	115	63%
1430	Advocacy	140	97	69%
1450	Visitors/Education	140	98	70%
1610	Licence Production	200	142	71%
1530	Compliance	88	63	72%
1360	Club Relations	43	31	72%
1520	Ranger Training	48	36	75%
1830	Reporting - Auditing	230	192	83%
1370	Huts	37	32	86%
1330	Newsletters	239	211	88%
1120	Harvest Assessment	84	76	90%
1110	Population Monitoring	722	686	95%
1820	Annual Planning	106	101	95%
1720	Council Meetings	480	459	96%
1840	National Liaison	60	58	97%
1620	Agent Servicing	96	97	101%
1440	Public Promotions	71	77	108%
1210	RMA	360	433	120%
1810	Management Plan	50	70	140%
1160	Liberations	10	16	160%
1350	Training	324	534	165%
1230	Assisted Habitat	200	340	170%
1410	Liaison	55	140	255%
1180	Control	17	54	318%

No hours have been recorded for the Acting Regional Manager (Non Paid)

Note: Staff member on annual leave for 6 weeks (July/August)

For a more detailed analysis refer to table 3.

Balance of Current Assets

Cash Position: \$440,180 (Including asset replacement reserves of \$35,960 and \$59,296.29 Donations) as at 31 August 2018.

Debtors: Outstanding Debtors \$12,910 - 31 August 2018

Summary of Bank

Bank	31 Aug 2018	31 Aug 2017
Westpac Call Account	62,000.34	88,893.57
Westpac Current Account	4,090.04	2,305.36
Westpac Donation Account	1,607.65	59,296.29
Westpac Term Deposit - 18ac	55,449.98	52,868.75
Westpac Term Deposit - River Quality Donation	58,587.00	0.00
Westpac Term Deposit 012	62,140.38	60,637.73
Westpac Term Deposit 016	45,595.21	44,033.94
Westpac Term Deposit -019ac	105,187.43	101,745.21
Westpac Term Deposit 17ac	22,553.72	21,540.70
Westpac Term Deposit WildLife Fund	22,968.25	22,247.20
Total Bank and Investments	440,180.00	453,568.75

Recommendation

That the following payments be approved:

<i>July 2018 Table 4</i>	32,758.46
<i>August 2018 Table 5</i>	96,506.84
TOTAL	129,265.3

Banking Resolution:

The New manager Jesse Friedlander requires Access to our Bank accounts – to Authorise payments and access to credit card in order to purchase on behalf of Fish and Game with a business that does not have accounts.

15. Recommendation:

15.1 The Council gives Authority to Jesse Friedlander – Regional Manager access to ALL of the Bank Accounts of the Hawke’s Bay Fish and Game Council – with signing authority and internet access.

15.2 The Council gives Authority to Jesse Friedlander – Regional Manager to hold a credit card with a credit limit of \$2000 on behalf of the Hawkes Bay Fish and Game Council.

15. Draft Annual Performance Report – For the year ended 31 August 2018

Attached is the Draft Annual Performance Report for your consideration. As the Audit is not yet finalised – the report is still draft. If the Council have any queries please do not hesitate to contact me.

Recommendation:

15.3 The Council accepts the draft Annual Performance Report and that subject to the Final Performance Report being circulated to the Council for approval, and any queries satisfactorily explained, the Council authorises the Chairman to sign the Annual Performance Report for 31 August 2018 on behalf of the Council.

Table 2: Profit and Loss

Hawke's Bay Fish and Game Council

For the year ended 31 August 2018

	Jul 2018	Aug 2018	YTD ACTUAL	Total Budget	Var to Budget	% Var
Income						
Licence Income						
Fish Licence Income	2,459	1,159	275,341	292,322	(16,981)	(6)
Game Licence Income	1,451	647	151,945	155,730	(3,785)	(2)
Non Resident Licence Revenue	31	(0)	9,032	0	9,032	0
Total Licence Income	3,941	1,807	436,318	448,052	(11,734)	(3)
Other Income	942	9,046	67,406	34,970	32,436	93
Total Income	4,883	10,853	503,723	483,022	20,701	4
Operating Expenses						
Depreciation	1,799	1,799	22,192	22,933	(741)	(3)
1100 SPECIES MANAGEMENT						
1110 Population Monitoring	0	0	11,331	25,300	(13,969)	(55)
1120 Harvest Assessment	0	2,700	2,700	4,000	(1,300)	(33)
1150 Game Farm	2,719	9,524	18,800	17,000	1,800	11
1160 Releases	0	0	10,537	7,000	3,537	51
1180 Control	0	0	0	500	(500)	(100)
Total 1100 SPECIES MANAGEMENT	2,719	12,224	43,368	53,800	(10,432)	(19)
1200 HABITAT PROTECTION MANAGEMENT						
1210 Resource Management Act	666	0	30,896	2,000	28,896	1,445
1220 Works & Management	0	0	1,065	1,000	65	7
1230 Assisted Habitat	0	0	5,081	7,000	(1,919)	(27)
Total 1200 HABITAT PROTECTION MANA	666	0	37,042	10,000	27,042	270
1300 PARTICIPATION						
1310 Access	0	0	999	4,700	(3,701)	(79)
1330 New sletters	0	3,993	8,058	9,250	(1,192)	(13)
1340 Informational Publications	0	0	0	800	(800)	(100)
1350 Angler & Hunter Training	0	1,449	3,037	2,500	537	21
1360 Club Relations	0	0	57	250	(193)	(77)
1370 Fish & Game Huts	0	0	1,255	2,000	(745)	(37)
Total 1300 PARTICIPATION	0	5,442	13,405	19,500	(6,095)	(31)
1400 PUBLIC INTERFACE						
1440 Public Promotions	9	0	203	500	(297)	(59)
Total 1400 PUBLIC INTERFACE	9	0	203	500	(297)	(59)
1500 COMPLIANCE						
1510 Ranging	0	0	298	1,500	(1,202)	(80)
1520 Ranger Training	0	0	377	700	(323)	(46)
1530 Compliance/Prosecutions	0	0	0	500	(500)	(100)
Total 1500 COMPLIANCE	0	0	676	2,700	(2,025)	(75)
1600 LICENSING						
1620 Agent Servicing	0	33	219	750	(531)	(71)
1630 Commission	157	140	18,660	22,403	(3,743)	(17)
Total 1600 LICENSING	157	173	18,879	23,153	(4,274)	(18)
1700 COUNCILS						
1720 Council Meetings	0	202	1,242	2,500	(1,258)	(50)
Total 1700 COUNCILS	0	202	1,242	2,500	(1,258)	(50)
1800 PLANNING/REPORTING						
1810 Management/Strategic Planning	0	0	555	500	55	11
1830 Reporting/Audit	0	2,142	6,250	6,500	(250)	(4)
1840 National Liaison	10,560	0	42,326	42,539	(213)	(0)
Total 1800 PLANNING/REPORTING	10,560	2,142	49,132	49,539	(407)	(1)
1900 ADMINISTRATION						
1910 Salaries	9,663	15,611	213,764	237,281	(23,517)	(10)
1920 Staff Expenses	2,640	2,204	18,529	16,606	1,923	12
1930 Staff Houses	683	10,909	23,846	12,900	10,946	85
1940 Office Premises	309	771	4,916	8,200	(3,284)	(40)
1950 Office Equipment	120	120	1,800	2,960	(1,160)	(39)
1960 Communications/Consumables	407	501	10,603	12,450	(1,847)	(15)
1970 General	13	5,360	6,281	6,200	81	1
1980 General Equipment	0	0	1,293	3,800	(2,507)	(66)
1990 Vehicles	180	4,607	11,315	15,400	(4,085)	(27)
Total 1900 ADMINISTRATION	14,015	40,084	292,348	315,797	(23,449)	(7)
Bad Debts w ritten off	0	409	409	0	409	0
Total Operating Expenses	29,925	62,475	478,895	500,422	(21,527)	(4)
Net Profit	(25,042)	(51,622)	24,828	(17,400)	42,228	(243)

Table 3: 2017/18 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME

Code	Project	EXTERNAL COSTS		HOURS		INTERNAL COST		NETTABLE INCOME		NET COST		NET COST	Variance	%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual			
1110	Population Monitoring	\$ 25,300	\$ 11,331	722	686	\$ 48,228	\$ 43,302	\$ -	\$ -	\$ 71,528	\$ 54,633	\$ 16,896	76.4	
1120	Harvest Assessment	\$ 4,000	\$ 2,700	84	76	\$ 5,378	\$ 4,797	\$ -	\$ -	\$ 9,378	\$ 7,497	\$ 1,881	79.9	
1130	Fish Salvage	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
1140	Hatchery Operations	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
1150	Game Farm	\$ 17,000	\$ 18,800	182	115	\$ 11,653	\$ 7,259	\$ -	\$ -	\$ 28,653	\$ 26,059	\$ 2,594	90.9	
1160	Liberations	\$ 7,000	\$ 10,537	10	16	\$ 640	\$ 1,010	\$ -	\$ 724	\$ 7,640	\$ 10,823	\$ (3,183)	141.7	
1170	Regulations	\$ -	\$ -	64	25	\$ 4,098	\$ 1,578	\$ -	\$ -	\$ 4,098	\$ 1,578	\$ 2,520	38.5	
1180	Control	\$ 500	\$ -	17	54	\$ 1,088	\$ 3,409	\$ -	\$ 217	\$ 1,588	\$ 3,192	\$ (1,603)	200.9	
	TOTAL - SPECIES MANAGEMENT	\$ 53,800	\$ 43,368	1,079	972	\$ 69,088	\$ 61,354	\$ -	\$ 941	\$ 122,886	\$ 103,781	\$ 19,105	84.5	
1210	IRMA	\$ 2,000	\$ 30,896	360	433	\$ 23,050	\$ 27,332	\$ -	\$ 30,446	\$ 25,050	\$ 27,782	\$ (2,732)	110.9	
1220	Works & Management	\$ 1,000	\$ 1,065	100	18	\$ 6,403	\$ 1,136	\$ 5,000	\$ 5,043	\$ 2,403	\$ (2,842)	\$ 5,245	-118.3	
1230	Assisted Habitat	\$ 7,000	\$ 5,081	200	340	\$ 12,806	\$ 21,461	\$ -	\$ 1,402	\$ 19,806	\$ 25,140	\$ (5,335)	126.9	
1240	Assessment	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
1250	Legal Expenses Reimbursed	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
	TOTAL - HABITAT PROTECTION & MAN	\$ 10,000	\$ 37,042	660	791	\$ 42,259	\$ 49,929	\$ 5,000	\$ 36,891	\$ 47,259	\$ 50,080	\$ (2,822)	106.0	
1310	Access	\$ 4,700	\$ 999	162	68	\$ 10,373	\$ 4,292	\$ 1,000	\$ 1,000	\$ 14,073	\$ 4,291	\$ 9,781	30.5	
1320	Satisfaction Survey	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
1330	Newsletters	\$ 9,250	\$ 8,064	239	211	\$ 15,303	\$ 13,319	\$ 1,500	\$ 1,098	\$ 23,053	\$ 20,275	\$ 2,778	87.9	
1340	Other Publications	\$ 800	\$ -	148	24	\$ 9,476	\$ 1,515	\$ -	\$ -	\$ 10,276	\$ 1,515	\$ 8,761	14.7	
1350	Training	\$ 2,500	\$ 3,036	324	534	\$ 20,745	\$ 33,707	\$ 2,000	\$ 202	\$ 21,245	\$ 36,541	\$ (15,296)	172.0	
1360	Club Relations	\$ 250	\$ 57	43	31	\$ 2,753	\$ 1,957	\$ -	\$ -	\$ 3,003	\$ 2,014	\$ 989	67.1	
1370	Huts	\$ 2,000	\$ 1,255	37	32	\$ 2,369	\$ 2,020	\$ 1,000	\$ 739	\$ 3,369	\$ 2,536	\$ 833	75.3	
	TOTAL - ANGLER & HUNTER PARTICIP	\$ 19,500	\$ 13,401	953	900	\$ 61,019	\$ 56,810	\$ 5,500	\$ 3,039	\$ 75,019	\$ 67,172	\$ 7,847	89.5	
1410	Liaison	\$ -	\$ -	55	140	\$ 3,522	\$ 8,837	\$ -	\$ -	\$ 3,522	\$ 8,837	\$ (5,316)	250.9	
1420	Communication	\$ -	\$ -	60	34	\$ 3,842	\$ 2,146	\$ -	\$ -	\$ 3,842	\$ 2,146	\$ 1,696	55.9	
1430	Advocacy	\$ -	\$ -	140	97	\$ 8,964	\$ 6,123	\$ -	\$ -	\$ 8,964	\$ 6,123	\$ 2,841	68.3	
1440	Public Promotions	\$ 500	\$ 203	71	77	\$ 4,546	\$ 4,860	\$ -	\$ -	\$ 5,046	\$ 5,063	\$ (17)	100.3	
1450	Visitors/Education	\$ -	\$ -	140	98	\$ 8,964	\$ 6,186	\$ -	\$ -	\$ 8,964	\$ 6,186	\$ 2,778	69.0	
	TOTAL - PUBLIC INTERFACE	\$ 500	\$ 203	466	446	\$ 29,837	\$ 28,152	\$ -	\$ -	\$ 30,337	\$ 28,355	\$ 1,982	93.5	
1510	Ranging	\$ 1,500	\$ 299	200	84	\$ 12,806	\$ 5,302	\$ -	\$ -	\$ 14,306	\$ 5,601	\$ 8,704	39.2	
1520	Ranger Training	\$ 700	\$ 377	48	36	\$ 3,073	\$ 2,272	\$ -	\$ -	\$ 3,773	\$ 2,649	\$ 1,124	70.2	
1530	Compliance	\$ 500	\$ -	88	63	\$ 5,634	\$ 3,977	\$ 1,500	\$ -	\$ 4,634	\$ 3,977	\$ 658	85.8	
	TOTAL - COMPLIANCE	\$ 2,700	\$ 676	336	183	\$ 21,513	\$ 11,551	\$ 1,500	\$ -	\$ 22,713	\$ 12,227	\$ 10,486	53.8	
1610	Licence Production	\$ -	\$ -	200	142	\$ 12,806	\$ 8,963	\$ -	\$ -	\$ 12,806	\$ 8,963	\$ 3,842	70.0	
1620	Agent Servicing	\$ 750	\$ 219	96	97	\$ 6,147	\$ 6,123	\$ -	\$ -	\$ 6,897	\$ 6,342	\$ 555	92.0	
1630	Agent Payments	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
	TOTAL - LICENSING	\$ 750	\$ 219	296	239	\$ 18,952	\$ 15,086	\$ -	\$ -	\$ 19,702	\$ 15,305	\$ 4,397	77.7	
1710	Council Elections	\$ -	\$ -	5	3	\$ 320	\$ 189	\$ -	\$ -	\$ 320	\$ 189	\$ 131	59.2	
1720	Council Meetings	\$ 2,500	\$ 1,242	480	459	\$ 30,734	\$ 28,973	\$ -	\$ -	\$ 33,234	\$ 30,215	\$ 3,019	90.9	
	TOTAL - COUNCILS	\$ 2,500	\$ 1,242	485	462	\$ 31,054	\$ 29,162	\$ -	\$ -	\$ 33,564	\$ 30,404	\$ 3,149	90.6	
1810	Management Plan	\$ 500	\$ 555	50	70	\$ 3,201	\$ 4,419	\$ -	\$ -	\$ 3,701	\$ 4,974	\$ (1,272)	134.4	
1820	Annual Planning	\$ -	\$ -	106	101	\$ 6,787	\$ 6,375	\$ -	\$ -	\$ 6,787	\$ 6,375	\$ 412	93.9	
1830	Reporting - Auditing	\$ 6,500	\$ 6,250	230	192	\$ 14,726	\$ 12,119	\$ -	\$ -	\$ 21,226	\$ 18,369	\$ 2,857	86.5	
1840	National Liaison	\$ 300	\$ 88	60	58	\$ 3,842	\$ 3,661	\$ -	\$ -	\$ 4,142	\$ 3,749	\$ 393	90.5	
	TOTAL - PLANNING/REPORTING	\$ 7,300	\$ 6,893	446	421	\$ 26,557	\$ 26,574	\$ -	\$ -	\$ 35,857	\$ 33,467	\$ 2,389	93.3	
		\$ 97,950	\$ 103,044	4,721	4,414	\$ 302,277	\$ 278,620	\$ 12,000	\$ 40,871	\$ 387,327	\$ 340,793	\$ 46,534	88.0	

	EXTERNAL COSTS		NETABLE INCOME		NET COST		NET COST		%
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Variance	
1910 Salaries	\$ 243,217	\$ 219,407	\$ 2,520	\$ 2,520	\$ 240,697	\$ 216,887	\$ 23,810	\$ 23,810	90.1
1920 Staff Expenses	\$ 10,670	\$ 12,886	-	-	\$ 10,670	\$ 12,886	\$ (2,216)	\$ (2,216)	120.8
1930 Staff Houses	\$ 12,900	\$ 23,846	\$ 9,000	\$ 8,400	\$ 3,900	\$ 15,446	\$ (11,546)	\$ (11,546)	396.1
1940 Office Premises	\$ 8,200	\$ 4,916	-	-	\$ 8,200	\$ 4,916	\$ 3,284	\$ 3,284	60.0
1950 Office Equipment	\$ 2,960	\$ 1,800	\$ 1,000	\$ 1,078	\$ 1,960	\$ 722	\$ 1,238	\$ 1,238	36.8
1960 Communications/Consumables	\$ 12,450	\$ 10,603	-	-	\$ 12,450	\$ 10,603	\$ 1,847	\$ 1,847	85.2
1970 General	\$ 6,200	\$ 6,281	-	\$ 651	\$ 6,200	\$ 5,630	\$ 570	\$ 570	90.8
1980 General Equipment	\$ 3,800	\$ 1,293	\$ 1,000	\$ 1,078	\$ 2,800	\$ 215	\$ 2,585	\$ 2,585	7.7
1990 Vehicles	\$ 15,400	\$ 11,315	-	-	\$ 15,400	\$ 11,315	\$ 4,085	\$ 4,085	73.5
Administration	\$ 315,797	\$ 292,347	\$ 13,520	\$ 13,727	\$ 302,277	\$ 278,620	\$ 23,657	\$ 23,657	92.2
Total Overhead Net Cost			\$ 302,277	\$ 278,620					
Total Outputs Staff Hours			4,721	4,414					
Internal Cost Per Hour			\$ 64.03	\$ 63.12					

Table 3: Region: Hawkes' Bay to 31 August 2018

Code	Schedule C	Output	EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		NET COST		%
			Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Variance	
1	Species Management		53,800	43,368	1,079	972	69,086	61,354	0	941	122,886	103,781	19,105	84.5	
2	Habitat Protection & Management		10,000	37,042	660	791	42,259	49,929	5,000	36,891	47,259	50,080	-2,822	106.0	
3	Angler & Hunter Participation		19,500	13,401	953	900	61,019	56,810	5,500	3,039	75,019	67,172	7,847	89.5	
4	Public Interface		500	203	466	446	29,837	28,152	0	0	30,337	28,355	1,982	93.5	
5	Compliance		2,700	676	336	183	21,513	11,551	1,500	0	22,713	12,227	10,486	53.8	
6	Licensing		750	219	296	239	18,952	15,086	0	0	19,702	15,305	4,397	77.7	
7	Councils		2,500	1,242	485	462	31,054	28,162	0	0	33,554	30,404	3,149	90.6	
8	Planning, Reporting		7,300	6,893	446	421	28,557	26,574	0	0	35,857	33,467	2,389	93.3	
9	Administration														
	Total Overhead Staff Hours				1,872	2,013									
	TOTAL BUDGET		97,050	103,044	6,593	6,427	302,277	278,620	12,000	40,871	387,327	340,793	46,534	88.0	
	Licence Income 2017/18		Budget	Actual											
	2017/18 Fish licence		292,321	284,373	0.65243						(9,450)	(12,160)	22,192	% of Yr	
	Less Commission		(14,561)	(18,660)				Less Interest					0		
	Net Fish Licence Income		277,760	265,713				Plus Depreciation			22,932	22,192	0		
	2018 Game Licence Income		155,729	151,945				Plus Leave Actual			0	0	0		
	Less Commission		(7,841)					Plus Loss/Less Profit on sale			0	0	0		
	Net Game Licence Income		147,888	151,945				Plus Levy/Less Grant			42,239	42,239	42,239		
	Total Licence Income		448,050	436,318				Licence revenue			(425,648)	(417,658)	175		
								Less Other Income			0	(409)	(409)		
								Plus other Expenses			0	0	0		
	Total Net 2017/18		425,648	417,658			Approved Budget	Surplus/(Deficit) YTD			(17,400)	24,828			

15.4 LICENCE SALES REPORT

Ref: 6.01.05

Ref: 6.01.05

31 August 2018

1. Introduction

This report provides an overview of the initial licence sales for the commencement of the 2017-2018 season.

2. 2017-2018 Fish Licence Sales

- 2.1 Licence sales for the 2017-2018 season YTD are summarised in Table one.
- 2.2 A total of 94.3% of the annual sales target has been achieved.
- 2.3 Sales are reported to be 1.1 % below licences issued for the same period last year.
- 2.4 Nationally the licence sales are -.04 % below on last year's sales to the same time.
- 2.5 The non- resident levy has been reported as a separate revenue amount in the profit and loss and is then transferred into the back country fisheries reserve at the end of the financial year.

Table One

Comparison of Fish Licence LEQs to 31 August 2018

SALES CHANNEL	Family Season	Adult Season	Adult Non-Res	Adult Loyal Senior	Adult Local Area	Junior Season	Adult Winter	Junior Winter	Adult Long Break	Adult Short Break	Adult 24 Hour	Junior 24 Hour	Whole Season Equiv.	% Increase/Decrease on 2016-17
Agent Online Sales	0	1	0	0	0	6	6	0	4	0	3	0	3	-88.4%
Agent Book Sales	178	376	152	54	66	55	51	6	92	568	29	1028	1028	7.2%
Total Fish 2017-2018	413	1029	286	185	176	149	96	0	16	143	1026	148	2467	-1.1%
<i>Agent Online Sales</i>	268	708	99	126	123	76	50	5	73	579	86	1533	1533	
<i>Agent Book Sales</i>	1	7	0	0	0	2	0	0	0	96	2	24	24	
<i>Direct Sales*</i>	169	400	98	47	57	39	30	14	82	551	36	959	959	
Total Fish 2016-2017	438	1115	197	173	180	117	80	0	19	155	1226	124	2516	

TARGETS	Family Season	Adult Season	Adult Non-Res	Adult Loyal Senior	Adult Local Area	Junior Season	Adult Winter	Junior Winter	Adult Long Break	Adult Short Break	Adult 24 Hour	Junior 24 Hour	Whole Season Equiv.	Actual to date % of Target
2017-2018 Total Budget	445	1160	253	163	200	136	142	0	14	161	1100	100	2647	93.9%
2016-2017 Total Sales	438	1115	197	173	181	117	81	0	19	162	1258	124	2525	98.5%
2017-2018 Estimated year end													2496	94.3%

* Direct Sales - Internet, 0800 Licence

3. 2018 Game Licence Sales

- 3.1 The YTD Game licence sales for the 2018 season are reported in Table two.
- 3.2 Total Game sales YTD have decreased by 0.1% when compared to the same period last year and a total of 100.0% of the annual sales target has been achieved.

Table two: 2018 Game Licence Sales Performance

Comparison of Game Licence LEQs to 31 August 2018

SALES CHANNEL	Adult Season		Junior Season		Child Season		Adult 24 Hour		Junior 24 Hour		Whole Season Equiv.	% Increase/ Decrease on 2017
	Season	Hour	Season	Hour	Season	Hour	Season	Hour	Season	Hour		
Direct Sales*	340	33	11	92	0	0	0	0	0	0	365	8.0%
Agent Book Sales	0	0	0	0	0	0	0	0	0	0	0	-100%
Agent Online Sales	1509	139	54	32	2	2	2	2	2	2	1543	-1.4%
Total Game 2018	1849	172	65	124	3	3	3	3	3	3	1871	-0.1%
Direct Sales*	319	37	10	56	0	0	0	0	0	0	3383	
Agent Book Sales	6	8	0	0	0	0	0	0	0	0	8	
Agent Online Sales	1529	142	42	33	0	0	0	0	0	0	1564	
Total Game 2017	1854	187	52	89	0	0	0	0	0	0	1910	

TARGETS	Adult Season		Junior Season		Child Season		Adult 24 Hour		Junior 24 Hour		Whole Season Equiv.	Actual to date % of Target
	Season	Hour	Season	Hour	Season	Hour	Season	Hour	Season	Hour		
2018 Total Budget	1902	181	87	100	7	7	7	7	7	7	1958	97.9%
2017 Total Sales	1902	181	87	100	7	7	7	7	7	7	1959	97.8%
2018 Estimated year end											1961	100.1%

* Direct Sales - Internet, 0800, Mail order

15.4. Recommendation

That Council accepts the licence sales report to 31 August 2018.

Hawke's Bay Fish Licence Sales YTD to 24 October 2018

Channel	FWF	FWA	FWNA	FSLA	FLAA	FWIA	FLBA	FSBA	FDA	FDNA	FWJ	FWUJ	FDJ	FDNJ	FWC	FWNC	FDNC	TOTL Fish	FISH LEQ	Fish Var	Fish \$	
Agency Online	148	393	13	109	43	0	1	6	17	6	43	0	2	0	0	0	0	781				
Public Online	91	224	43	44	24	0	0	11	25	23	16	1	3	0	0	0	0	505				
Eyede Call Centre	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	6				
Total YTD 2017-2018	242	617	56	156	67	0	1	17	42	29	59	1	5	0	0	0	0	1,292	1,204		\$132,956	
Agency Online	148	437	3	119	65	0	1	10	25	14	44	1	4	0	0	0	2	873				
Public Online	108	223	39	43	23	0	0	9	30	24	22	1	5	0	0	1	0	528				
Eyede Call Centre	2	1	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0	7				
Total YTD 2018-2019	258	661	42	163	91	0	1	19	55	38	66	2	9	0	0	1	2	1,408	1,287	6.9%	\$145,477	
<i>Increase/(Decrease) on 2017/18 YTD</i>																						
																			83			\$12,522

2018-19 Summary YTD Actual vs Total Budget

2018-19 Annual Fish Licence Sales Budget	2,452	100.0%	\$277,183
2018-19 YTD Actual	1,287	52.5%	\$145,477
Remaining to meet budget	-1,165	-47.5%	-\$131,706

17.0 PUBLIC EXCLUDED SESSION

Ref: 9.01.04

26 October 2018

1. Purpose

To discuss governance matters.

2. Recommendation

2.1 That the public be excluded from the following parts of the proceedings of this meeting, namely a discussion on staffing matters.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
6.3.1.1 Discussion on staffing matters.	Good reason to withhold exists under section 7 of the Local Government Official Information and Meetings Act 1987.	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM	REASON UNDER ACT	SECTION	PLAIN ENGLISH REASON
16.3.1.1	Protect the privacy of natural persons including that of deceased natural persons	Sec. 7(2)(a)	To allow Council to have frank discussion about issues relating to staff.

Note:

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the Council.

