



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

***MEETING  
AGENDA***

**Tuesday 9th June 2020**

## **AGENDA**

### **For Meeting of the Hawke's Bay Fish and Game Council**

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

**Date:** **Tuesday 9th June 2020**

**Commences:** **6.00 PM**

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**MINUTES OF THE HAWKE'S BAY FISH AND GAME COUNCIL MEETING HELD  
VIA VIDEOCONFERENCE DUE TO THE COVID-19 LEVEL FOUR LOCKDOWN ON  
THE 14<sup>th</sup> APRIL 2020 AT 6:00pm**

**PRESENT:** Councillors Bates (Chairman), Niblett, Williams, Lumsden, Mackay, Pinker, Elstone, Duley, Bowcock, Nimon, Hern

**IN ATTENDANCE:**

Jesse Friedlander (Regional Manager)

**1.0 WELCOME:**

The Chairman opened the meeting at 6.00pm and notified everyone that the meeting would be recorded.

**2.0 APOLOGIES:**

Cr. Hickmott

**3.0 MINUTES OF THE PREVIOUS MEETING (4 February 2020)**

Cr Niblett did not vote on the agenda item relating to the release of gamebirds in Hawke's Bay. This should be noted.

**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 4 February 2020 with the above change made, are a true and accurate record.*

*Duley/Mackay*

**5.0 GENERAL BUSINESS**

Cr. Bowcock questioned whether the NZ Fish and Game Council had responded yet regarding a meeting with the Hawkes Bay Fish and Game Council. So far there has been no further correspondence from NZF&GC regarding setting a date to meet with the Hawkes Bay Council. Mervyn English (Chief of Governance at Department of Conservation) has rung Cr. Bates to discuss the findings of the audit of the Hawkes Bay Fish and Game Council, however.

**6.0 CONFLICT OF INTEREST REGISTER**

No Conflicts were tabled.

**7.0 DEVELOPMENT OF THE ANNUAL OPERATIONAL WORK PLAN**

Jesse informed Council that hours had been altered from the 2019/20 OWP to reflect actual hours used and the fact that we now have a full time Field Officer. Everything else had been left the same as it is anticipated that direction will be provided on regional budgets for the 2020/21 year depending on the projected loss of income from this year's licence sales. We will be in a better position to make changes closer to our June Council meeting.

Discussion centred around the Govt wage subsidy that Hawkes Bay Fish and Game have received. We may have to pay this back if we do not have a reduction in income of greater than 30% as forecast.

The contestable fund bid of \$7000 for direct costs for headwater drift diving was discussed and it was decided that now is a time to "Tighten our belts". Therefore, this application should be withdrawn before the next NZC meeting.

*That Council withdraws the contestable fund bid for use of the Hawkes Bay non-resident levy fisheries reserve and would prefer the money to be spent at a later date on a project assessing the effect of beach raking on the trout fishery in the Hawkes Bay region.*

*Williams/Duley*

### **8.0 Angler Notice Review**

No submissions have been received. This will be reviewed again at the June meeting.

### **9.0 Liaison Officer Reports**

Nothing Received

### **10.1 Management Report**

The nature of Peter Wilson's work for the Hawkes Bay Region was discussed. Peter is still working for us even though he is now based out of Marlborough.

Arrangements for the kids fish out day were discussed. This will be held in August subject to a fall in Covid-19 alert level which allows events of this nature.

### **10.2 Health and Safety Report**

Cr. Nimon suggest staff look at the health and safety policy and procedures and this is updated to include specific information/procedures to be followed in the event of a pandemic such as the current situation.

*That staff review the current health and safety manual, and this is updated with information/procedures necessary in a pandemic and that the health and safety report is received.*

*Pinker/Williams*

### **10.3 Finance Report**

*That the finance report is received*

*Lumsden/Nimon*

### **10.4 Licence Report**

*That the licence report is received*

*Nimon/Williams*

### **11.0 Public Excluded Meeting**

*That the public are excluded from the following parts of this meeting for Council to discuss options for the upcoming game season.*

*Duley/Mackay*

**The public excluded section of this meeting commenced at 6:37pm.**

## **12.0 Options for the upcoming game season**

Cr. Duley provided Council with some background from NZC. The NZC meeting to discuss recommendations for the game season to the Minister will be held on the Wednesday following the Govt announcement on Covid-19 lockdown levels. It is pointless to discuss this until we have the details from the Govt on what each lockdown level will mean for hunting and the timing of this.

Cr. Duley had circulated an email with his views on the upcoming game season to NZC and this had also been sent to Hawkes Bay Councillors.

Right now the only information NZC needs from us is whether Council would prefer to leave the gazette notice as is and let hunting restrictions be dictated by Govt or defer the season as Cr. Duley has suggested until all of New Zealand can have an opening weekend and hunting can be carried out in a normal fashion. It is unknown at this point what restrictions will be put in place on hunting at a Level 3 alert level. In Cr. Duley's opinion, a staggered opening day on a regional basis should only be considered if we have already tried to have a deferred national opening weekend and this has not been able to happen due to Govt restrictions.

Councillors were asked for their opinions on a staggered start to the season as opposed to a Country-wide opening weekend. Cr. Williams felt that the recommendations from Fish and Game managers did not take into account the safety of all New Zealanders and agreed that a deferred season would be a much safer option. We have a responsibility to conduct our hunting season in a manner which is safe for hunters and the rest of the community.

Cr. Niblett stated that Fish and Game should be supportive of the government and therefore we did not need to become overly involved. The season should be left as is and it should be left up to the Govt to decide whether hunting is able to take place.

It is the first time that a lot of landowners have their kids home and if allowed, they will be able to hunt in their 'bubbles'. Maybe this is an opportunity to promote the family aspect of hunting.

It was discussed that it is unfair for landowners to be able to hunt if people that normally hunt our public rivers etc won't be under a level 3 alert level.

Cr. Hern stated that we have a responsibility for our hunters and if we allow hunting to occur under an unchanged gazette notice as suggested by some, they might not be able to buy ammunition, have time to feed dams etc. Delaying the season is a better option.

Cr. Lumsden pointed out that in order to have a hunting season, we may have to promote it differently i.e not as a social occasion. There are also lots of other gamebird hunting activities such as upland game on our rivers which can be done while social distancing. If we give away our right to hunt, we may find that our rights as hunters get taken away and so we need to try to have a season of some sort this year.

Cr. Bates is in favour of a staggered start to the season if it means we are maximising the opportunity for hunters. Until we know what Level 3 alert level, it is difficult to decide.

It is clear that all Councillors would like a hunting season, but we need to do so safely.

It was decided that another meeting should be held via videoconference after the NZ Council meeting on Wednesday the 22<sup>nd</sup> April.

Cr. Duley questioned whether Councillors would prefer a staggered opening weekend (different for each region) during May or a universal opening weekend for all regions on the 30<sup>th</sup> May.

4 Councillors preferred a staggered opening weekend and 5 would rather a universal opening on the 30<sup>th</sup> May. (Cr. Hern had left the videoconference at this point and Cr. Duley did not vote).

Communication with our licenceholders will be very important once we have clear direction of how the season will pan out.

*That the minutes of this public excluded meeting are to be brought out of committee.*

*Nimon/Williams*

*That the public meeting of the Hawke's Bay Fish and Game Council resumes*

*Williams/Duley*

**There being no further business the meeting closed at 7:10pm.**

## 6. CONFLICT OF INTEREST REGISTER

Ref: 7.02.01

### 1. Purpose

A standing agenda item to disclose any Councillor (“Member”) Conflict of Interest or potential 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.

**Conflict of Interest** (refer s2.7 Governance Policies) means when the member can be shown to have actual bias or apparent bias in respect of a matter<sup>1</sup> i.e.:

- (i) A member can be shown to have actual bias when a member’s decision or act in relation to a matter could give rise to an expectation of financial gain or loss (that is more than trivial) to the member (and/or to the member’s parent(s), child(ren), spouse, civil union partner, de facto partner, business partner(s)/associate(s), debtor(s) or creditor(s)).
- (ii) A member can be shown to have apparent bias when a member’s official duties or responsibilities to the Council in relation to a matter could reasonably be said to be affected by some other interest or duty that the member has.
- (iii) A member’s “interest or duty” includes the interests of that member’s parent(s), child(ren), spouse, civil union partner or de facto partner that may be affected by the matter at issue. It also includes the interests of a person with whom the member has a close, personal relationship where there is a real danger of personal favouritism.
- (iv) There is no Conflict of Interest where the member’s other interest or duty is so remote or insignificant that it cannot reasonably be regarded as likely to influence him or her in carrying out his or her responsibility.

**A potential conflict of interest** (refer s2.8 Governance Policies) arises when:

- (i) There is a realistic connection between the member’s private interest(s) and the interest(s) of the Council;

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<sup>1</sup> “Matter” means:

(i) The Council’s performance of its functions or exercise of its powers as set out in Part 5A of the Conservation Act 1987, subject to the Council’s statutory purpose set out in section 26P(1) of the Conservation Act; or

(ii) An arrangement, agreement, or contract made or entered into, or proposed to be entered into, by the Council.

- (ii) The member's other interest could specifically affect, or be affected by, the actions of the Council in relation to a matter;
- (iii) A fair-minded lay observer might reasonably consider that the member's private interest or duty may influence or motivate the actions of the member in relation to a matter; and
- (iv) There is a risk that the situation could undermine public trust and confidence in the member or the Council.

**Conflicts of Interest should be dealt with as follows (refer s1.13 Standing Orders):**

1.13.1 Every member present at a meeting must declare any direct or indirect conflict of interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.

1.13.2 When a conflict of interest arises in respect of a matter, the affected member will:

- (i) not vote on issues related to the matter;
- (ii) not discuss the matter with other members;
- (iii) conform to the majority view of other members present as to whether to be excluded from discussions regarding the matter and/or leave the room when the matter is discussed;
- (iv) not, subject to the discretion of the Chairperson, receive further papers or other information related to the matter.

1.13.3 Where a member can be shown to have a potential conflict of interest, the Council (excluding the affected member) will determine an appropriate course of action, which may include the following:

- (i) applying some or all of the actions applied to a member with a conflict of interest (set out in 1.13.2 i) – iv) above);
- (ii) provide a written explanation outlining why there is no legal conflict of interest that can be made available to all Fish and Game Councils, licence holders and other interested parties.

1.13.4 The conflicted member will be given the opportunity to be heard by the Council on the points raised and the member's submissions will be taken into consideration by the Council.

1.13.5 The minutes must record the declaration and member's subsequent abstention from discussion and voting.

Councillors should take this opportunity to disclose any Conflict of Interest they are aware of now 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 be disclosed at that point in 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.***



## **7. DEVELOPMENT OF THE 2020-2021 OWP**

**Ref: 8.02.01**

### **1. Purpose**

To review the Draft Operational Work Plan prepared for the 2020-2021 year beginning 1 September 2020.

### **2. Background**

Operational Work Plans are developed over several months from February onwards, and involve a review by Council of strategic and overall priorities in addition to core functions, project themes and allocation of resources. During the February and April Council meetings Council identified and confirmed the priority work areas that it wants to focus on for the next operational year. The Draft OWP allocates resources for projects meeting these Council priorities. Due to the financial implications of the global Covid-19 pandemic, the New Zealand Council have requested that all regions reduce their operating budgets by 5% for the 2020/21 financial year. In addition, 10% is to be funded from each regions reserves. In line with these requests, the following changes have been made since the April meeting:

### **4. Direct Costs**

Overall output expenditure has decreased by \$18805 From the 2019/20 budget. Areas that are affected are:

Species Management – Overall decrease in Budget of \$18805

- Population Monitoring- Total Direct costs have decreased by \$7,000.
  - Headwater Fisheries- total direct cost of \$7000 for helicopter flights removed.
- Harvest Assessment – Decrease budget by \$3500.
  - There has been a decrease in the budget for the Game Bird Hunter survey of \$3000– staff have decided to carry this out internally to save money and produce higher quality data.
  - \$500 external cost decrease for creel surveys. This reflects the actual cost of using Survey Monkey for this purpose.
- Fish liberations
  - Decrease of \$8305 direct costs for the purchase and transport of trout for release into Tutira. This will not occur this year while we are in discussions with Iwi around the future of the fishery.

All other Project areas within Species Management not changed.

### **5. Overhead Costs**

Overall overhead costs have remained the same.

### **6. Other areas of Budget change**

Staff house rental budget has increased by \$1400 to reflect rental of 52 weeks rather than 45.

### **8. Resourcing**

8.1 – Bulk Fund

Hawkes Bay Region currently (2019-2020 OWP year) has a bulk funded operation budget of \$383,408.

A CPI increase of 1.9% was approved from Hawkes Bay reserves for the 2019/20 year amounting to an additional \$4573 totalling \$387,502.

Hawke's Bay Fish and Game did not apply for CPI for the 2020/21 year and with the above changes, the base fund has decreased to \$366,297 (-5.5% budget change).

#### **5. Next Steps**

- Staff incorporate any amendments that might be required as an outcome of this meeting. The Draft 2020-21 plan is then circulated to clubs/interested parties for comment before the end of July.
- Any submissions received will be considered by Council, and final approval given to the 2020-21 OWP at Council's August meeting.

#### **6. Recommendations**

- 6.1 That Council reviews the draft 2020-21 OWP and identifies amendments or issues needing to be addressed prior to circulating the draft more widely.***
- 6.2 That Council circulates a revised draft, with any amendment required to interested parties to comment on before final consideration and approval of the plan at the August meeting.***

## **8. 2020-2021 LICENCE FEES**

**Ref: 6.01.04**

### **1. Purpose**

To consider the NZ Council recommended licence fees for the 2020-2021 year.

### **2. Background**

At the April New Zealand Council meeting, the NZ Council considered licence fee recommendations for the coming 2020/2021 fishing and hunting seasons. Taking into account the financial implications of the global covid-19 pandemic the NZ Council resolved to adopt, as a basis for consultation with regions, the recommendation that the sports fish licence fees remain unchanged from the 2019/20 fee of \$133 (incl. GST) for an adult full season licence, and the game licence fees remain unchanged at fee of \$98 (incl. GST and \$4 Game Bird Habitat Stamp) for a full season adult game licence.

### **4. Recommendations**

- 4.1 That the proposed 2020-2021 season adult whole season sports fish licence fee of \$133 and adult whole season game licence fee of \$98 (inclusive of a \$4 fee for the Game Bird Habitat Stamp) inclusive of GST be accepted.***

## 9. 2020-2021 ANGLERS NOTICE

Ref: 1.07.01

### 1. Purpose

To consider the Anglers Notice regulations for the 2020-2021 angling season.

### 2. Background

The Anglers Notice review provides an opportunity to amend regional sport fishing regulations. Licence holders and the public can submit on issues they may have identified with the current regulations for consideration by Council. At the June meeting, Council will receive any additional correspondence arising from the undertakings to date and will finalise the content of the 2020-2021 Anglers Notice.

### 3. Submissions Received

No further submissions or correspondence have been received to date.

### 4. Recommendations

4.1 *That Council considers and approves the Anglers Notice for the 2020-2021 year.*

## HAWKE'S BAY FISH AND GAME REGION

Reference to description: *New Zealand Gazette, No. 83, 24 May 1990, page 1861*

### 1. DEFINITIONS

See First Schedule

### 2. OPEN SEASON, PERMITTED METHODS, DAILY BAG LIMITS

| <i>Lakes / Rivers</i>  | <i>Open Season</i> | <i>Permitted Methods</i> | <i>Daily Bag Limits</i> |
|--|--------------------|--------------------------|-------------------------|
| <b>All other waters not listed below</b><br><i>Refer to clause 6 for this region (no minimum size limit)</i> | 1 Oct – 30 Jun     | Artificial fly/spinner   | 2                       |
| Larger of Twin Lakes, Kuripapango  | All year           | Artificial fly/spinner   | No limit                |
| Lake Hawkston  | 1 Nov – 31 Mar     | Artificial fly/spinner   | 2                       |
| All other lakes of the region (except the larger of Twin Lakes & Lake Hawkston above)                        | All year           | Artificial fly/spinner   | 4                       |
| <i>Refer to clause 6 for this region (350mm minimum)</i>   |                    |                          |                         |
| <i>Refer to clause 7 (hours of fishing)</i>  |                    |                          |                         |
| Aropaoanui River downstream of the landmark opposite Wareham Road  | All year           | Artificial fly/spinner   | 2                       |

|  |                |                             |   |
|--|----------------|-----------------------------|---|
| Esk River upstream of Waipunga Road Bridge and all tributaries<br><i>Refer to clause 6 for this region (550 maximum)</i> | 1 Oct – 30 Jun | Artificial fly/spinner      | 1 |
| Esk River downstream of Waipunga Road Bridge   | All year       | Artificial fly/spinner      | 1 |
| Karamu Stream, excluding tributaries   | All year       | Artificial fly/spinner/bait | 2 |
| Maraetotara Stream<br><i>Refer to clause 6 for this region (350 maximum)</i>   | All year       | Artificial fly/spinner      | 1 |
| Mohaka River downstream of confluence with the Mangatainoka River to State Highway 5, excluding tributaries              | All year       | Artificial fly/spinner      | 2 |
| Mohaka River downstream of State Highway 5 Bridge  | All year       | Artificial fly/spinner      | 4 |
| Mohaka River tributaries   | 1 Oct – 30 Jun | Artificial fly/spinner      | 1 |
| Ngaruroro River and tributaries upstream of Kiwi Creek confluence  | 1 Oct – 30 Jun | Artificial fly/spinner      | 1 |
| Ngaruroro River from Kiwi Creek to Whanawhana cable, excluding tributaries   | All year       | Artificial fly/spinner      | 1 |
| Ngaruroro River tributaries upstream of Whanawhana cable<br><i>Refer to clause 6 for this region (550mm maximum)</i>     | 1 Oct – 30 Jun | Artificial fly/spinner      | 1 |
| Ngaruroro River downstream of Whanawhana cable, excluding tributaries  | All year       | Artificial fly/spinner      | 2 |
| Ngaruroro River tributaries downstream of Whanawhana cable   | 1 Oct – 30 Jun | Artificial fly/spinner      | 2 |
| Porangahau River downstream of confluence with the Mangawhero Stream, excluding tributaries                              | All year       | Artificial fly/spinner      | 2 |
| Tuki Tuki River upstream of State Highway 50 road bridge, excluding tributaries  | 1 Oct – 30 Jun | Artificial fly/spinner      | 4 |
| Tuki Tuki River downstream of State Highway 50 road bridge, excluding tributaries  | All year       | Artificial fly/spinner      | 4 |
| Tutaekuri River downstream of confluence with the Mangaone Stream, excluding tributaries                                 | All year       | Artificial fly/spinner      | 2 |
| Waipawa River downstream of State Highway 50 road bridge, excluding tributaries  | All year       | Artificial fly/spinner      | 4 |
| Waipawa River upstream of State Highway 50 road bridge, excluding tributaries  | 1 Oct – 30 Jun | Artificial fly/spinner      | 4 |
| Waipunga River downstream of the falls, excluding tributaries  | All year       | Artificial fly/spinner      | 2 |

### **3. CLOSED WATERS**

No restrictions.

### **4. COARSE FISHING WATERS**

There are no defined coarse fishing waters in the Hawke's Bay Region.

### **5. USE OF BOATS**

No motorised craft permitted on Lake Waikopiro.

Similarly, except with the prior written authority of the Director-General of Conservation and subject to compliance with any conditions that the Director-General may impose, no person shall use any boat in Lake Tutira that is propelled by any means other than sails, oars, or paddles.

### **6. FISH LENGTH**

|   |                                  |
|---|----------------------------------|
| Esk River above the Waipunga Road Bridge, including tributaries     | 550mm maximum                    |
| Maratotara Stream   | 350mm maximum                    |
| Ngaruroro River upstream of Whanawhana cable, including tributaries | 550mm maximum                    |
| Lakes Tutira and Waikopiro  | 350mm minimum                    |
| All other waters  | No minimum or maximum size limit |

### **7. HOURS OF FISHING**

Fishing is permitted only in daylight hours at Lake Hawkston. Walk in access only. Please phone Dave McPhee 0275 422 665 prior to access of lake.

## **10. FISH AND GAME LICENCE SYSTEM CONTRACT**

### **1. Purpose**

To consider the licence system and business administration agreement with Eyde.

### **2. Background**

The New Zealand Council set up a Licencing Subcommittee to carry out the following tasks set out below:

- a. the coordination of the national license sales system (including evaluate and recommend to the New Zealand Fish and Game Council and the twelve regional Councils the best provider of a licensing system, associated CRM platform and continuing technical support), (b) license categories, and (c) license category pricing.

The most pressing task facing the subcommittee was to complete the selection of a licence systems sales provider and then negotiate a contract with that provider before August 2020. Included in the Paper For Information is the contract with Eyde for Council consideration.

### **3. Recommendations**

***3.1 That Council considers the Fish and Game licence system contract.***

**11. LIAISON OFFICERS REPORTS**

**11.1 EAST COAST/HAWKE'S BAY CONSERVATION BOARD**

**11.2 REPORTS FROM OTHER AGENCIES**

**11.3 REPORTS FROM NEW ZEALAND COUNCIL**



## **12. OPERATIONAL REPORTS**

### **12.1 MANAGEMENT REPORT**

#### **SPECIES MANAGEMENT**

##### **1111 River Fisheries Investigations**

The latest didymo survey sampling was undertaken for the Ngaruroro and Tutaekuri rivers on Thursday 5th February. The April sampling has been postponed until the laboratory at Waikato University is open again and receiving samples. Staff are waiting to hear back on when this will be.

Staff have produced a guide for increasing the monitoring of spawning in the region focusing on the Tukituki, Tutaekuri, and Esk. This will give us a better understanding of spawning and adult density figures in these rivers. Spawning counts will start in the first week of June.

##### **1112 Data watch**

5 tag returns received so far, this season from Lake Tutira and Lake Hawkston.

##### **1116 Gamebird Trend Counts**

The annual swan and paradise shelduck trend counts were completed in January and the report is included in the Papers for Information.

##### **1117 Game Bird Research**

All banding information from the annual banding programme has been submitted to the DOC in the format required. We have had confirmation from the banding office that this has been received and added to the national database and all band returns rung into the office have been submitted through the F&G website.

##### **1121 River Fisheries Creel Surveys**

We received 66 diary entries for the summer fishing season this year. This is up on previous years but will need to be further promoted if it is to be used as a basis to make management decisions in the future.

##### **1122 Game Bird Hunter Surveys**

This season we will no longer be contracting the Southern Institute of Technology to conduct the Hunter survey as it will now be carried out by staff. Staff will be contacting a random selection of 120 hunters a total of five times throughout the season to ask a short set of questions about their Game bird season. This has saved \$3000 in external costs and should result in better quality data.

##### **1151 Game Farm Operations**

We continue to develop the shade house. Approximately 5000 wetland plants have been planted out in bags. Some of these will be kept to be planted out in our new wetland, the rest sold on to licence holders carrying out wetland developments. As of the 25/5/20 we have sold 204 plants to two licence holders. Workers from the Department of Corrections will resume helping in the shade house from the first week in June.

The trout in the holding tanks remain healthy and are growing well. They will be kept in there until we finalise a date for our kids fishing event. The tanks are regularly cleaned to remove accumulation of leaf litter and uneaten food collecting around the outflow. All predator traps are checked regularly and re-set.

#### **1152 Game Farm Maintenance**

The Lawn mowing contractors continue to keep the grounds tidy and weed spray when necessary.

Staff have also been spraying weeds (Moth plant and Thistle) around the larger area of game farm to reduce the spread of weeds into the new wetland area. This requires regular maintenance.

#### **1154 Game Farm Development**

A planting plan has been drawn up to begin planting the new Educational wetland at the Game farm. This plan covered the entirety of the new wetland with appropriate species and how many will be required. Unfortunately with Covid restrictions, we are delaying school planting days on site until later in winter.

Staff have investigated potential funding options from the Walking access commission to help with the development and instalment of new signage for the wetland.

#### **1180 Game Bird Control**

Staff have issued 7 permits to disturb for paradise shelducks and 16 permits for pukeko since 1 October 2019. One of the permits issued in March for Paradise Shelduck was a no-cull permit.

4 small permits were issued for Paradise Shelduck between April and early May. These were to focus on disturbance rather than cull to help farmers deal with damage to feed crops for livestock during the drought.

*Permits issued to disturb game birds since 1 October 2019*

| Month        | Paradise shelduck | Pukeko    |
|--------------|-------------------|-----------|
| October      | -                 | 4         |
| November     | -                 | 3         |
| December     | -                 | 1         |
| January      | -                 | 3         |
| February     | 3                 | 3         |
| March        | 1                 | -         |
| April        | 3                 | 1         |
| May          | -                 | 1         |
| <b>TOTAL</b> | <b>7</b>          | <b>16</b> |

#### **1211 RMA Planning**

Since the last Council meeting, the main focus has been on the notification of the TANK plan change. This is for the catchments of the Heretaunga plains - the Tūtaekurī, Ahuriri,

Ngaruroro and Karamū rivers. The plan change is the final result of the long collaborative process which began in 2012.

Unfortunately, in the period between the sign-off of the plan by the collaborative group and the finalisation of the proposed plan for notification the plan content has changed substantially, and not in the direction of the protection of sports fish and gamebird values.

The proposed plan is written on the premise that water is valued first and foremost for its economic benefits, with environmental values (and Iwi values) reduced to a balancing act. This is inconsistent with both the RMA and National Policy Statement on Freshwater Management.

The plan changes the approach for measuring and monitoring minimum flows within these four catchments by allowing for the diversion and manipulation of flow between surface water and groundwater as long as minimum flows are met at flow recorder sites. In effect, as long as there is water immediately upstream and downstream of the existing flow recorders, it is fine by this plan. Tributaries are not valued.

The plan also overallocates groundwater, to 90M cubic metres annually, when the Hawkes Bay Regional Council acknowledges that recharge can barely support an allocation of 70M cubic metres. It does so on an "interim" basis, without a clear programme of how and when the allocation will be redetermined.

The plan provides for the building of water storage dams from tributary flows, but without appropriate safeguards on residual or minimum flows, cut offs, and total allocation.

It also provides for substantial diversions of instream flow to recharge aquifers (known as managed aquifer recharge), again without appropriate safeguards.

The good parts of the plan include reasonable water quality standards based on ecosystem health, rules on land use change and intensive farming activities likely to leach high amounts of nitrogen, however, these rules also lack a clear scheme to implement them.

The bad within the plan well outweighs the good.

- However, it is worth pursuing the plan to hearing and potentially beyond in order to:
- Address the worst parts
- Defend the water quality standards, existing minimum flows and allocations where appropriate
- Support Fish and Game's allies, including iwi and Forest and Bird

Costs are unlikely to be high for these actions, with internal staff resources being sufficient up to and including Environment Court mediation. External resources needed will include some hydrological advice (\$20,000), and potentially some legal support (\$20,000), but it can be done without either of these two, at least to the first hearing.

### **1212 Consent Applications**

Hawke's Bay Regional Council continues to email us weekly with a list of consent applications. We read through the list and determine if we need to request more information on certain consents.

### **1230 Assisted Habitat**

We continue to offer advice to landowners on game bird habitat management. Staff are currently working with three landowners to submit applications for Gamebird Habitat Trust Grants and are supplying plants and advice to those who do not require earthworks to enhance their ponds.

### **1312 Maintain and Enhance Access**

The four access signs located along the Maraetotara River have been replaced on the 5<sup>th</sup> of May, the signs were sun faded and difficult to read.

Graffiti was also cleaned off the two large access/information signs at the Waimarama Road bridge, and 1km down from the bridge at the cattle yards.

Staff discussed access issues with the landowners at Rochfort Road on the Tukituki, access through the private land is no longer available for hunters, however it will continue for anglers.

### **1313 Hunter Ballots**

Due to Covid-19 Lockdown restricting movements, the planned maintenance work on stand 6 and 7 at Pekapeka before the season was unable to be completed. The lockdown also interrupted the ballot process meaning we were unfortunately unable to offer the junior or novice ballot stand this season (This was unfortunate, however both stands were severely depleted of water and most likely could not have been hunted anyway). This work will take place after the season closes.

### **1331 Newsletters**

Staff continue to produce Reel Life and Both Barrels newsletters for anglers and hunters. Over the last two months we have added to this with extra bulletins and information sent out to previous years license holders to keep them informed with Covid-19 updates.

The annual game newsletter was sent to the printers, however with uncertainty as to when the season would be held and wanting to be conservative with expenditure, staff instead mailed out the newsletter in pdf format to current and last season's licenceholders.

### **1333 Fish & Game Web Site**

18 posts have been put on our Facebook page over the last two months covering the following topics:

- Covid-19 updates on the levels
- Update on the Game Bird season
- Confirmation of a Game Bird season at level 2
- Fish on – season restart – 28<sup>th</sup> April
- 2020 Fishing licence photo competition
- NZ Gamebird Habitat Stamp
- Game on ...date confirmed 23 May 2020

- Revised Gamebird Regulations
- Both Barrels
  
- Compliance
- Are you ready ...Encouraging hunters to take a mate out hunting/fishing
- Electronic 2020 Game bird newsletter
- Link to newshub article

We now have 777 people following our Facebook page.

### **1352 Angler/Hunter Training**

Fly fishing courses held at the Game farm have been postponed until Covid-19 level 1.

### **1352 Angler/Hunter Enquiries**

Staff continue to field enquiries from anglers and hunters on a regular basis, mainly focusing around the new season dates, game bird regulations and access locations.

### **1361 Fish & Game Club Communications**

Clubs have been kept informed of changes to hunting season dates and this information has been passed on to members.

### **1371 Fish & Game Huts**

General maintenance continued the Glenfalls Hut. Last visit was on the 5<sup>th</sup> of May and the works included: lawns cut, small hole in roof patched, and a general clean.

### **1411 Statutory and Political Awareness**

Staff continue to have regular contact with Regional Council and DOC staff and Iwi over local issues.

### **1421 Public Communications**

Staff have put out two press releases and contributed to a NZC press release over the last two months. These included promotions of trout fishing as a safe activity under Level 3 restrictions, publicising of new gamebird hunting season dates and detailing compliance results from opening weekend. Staff have also provided comments for Hawke's Bay Today on a further three occasions regarding compliance, gamebird hunting and the ongoing drought in Hawke's Bay.

Game bird magazine and NZ Game bird Habitat poster was distributed to the regions libraries and High Schools.

### **1511 Ranging**

Opening weekend ranging was different to the norm due to Covid-19. Staff carried out ranging without the help of honorary rangers this year in line with the guidelines on carrying out compliance under covid restrictions. The police were on call to respond to any incidents but were not ranging with staff.

Staff (Jesse and Nick) undertook ranging along the public access points on the lower Tukituki around Black bridge, to Moore Road including Tennent road on the 23<sup>rd</sup>, and the middle reaches of the Tukituki around River Road, Patangata and Walker Road on the 24<sup>th</sup>. Staff also ranged the area around Maraekakaho, Fenhill and the Lower/mid reaches of the Tutaekuri.

Ranging was largely presence based to keep in public eye and remind people that rangers were out. Staff checked the compliance of anyone that was seen and could be safely approached. 9 Game bird hunters were checked, and all were complaint.

The general mood of those talked to was good. They were happy to have a season and to be out enjoying their shooting. The weather was calm with blue skies. Bags were relatively low with no hunters checked having reached their limit on any species. So far this year we have checked 75 licences in total.

#### **1531 Prosecutions**

No current prosecutions

#### **1621 Licence Agent Support**

Licence agents have been kept up to date with the game bird season changes and support given with the licence database

Staff delivered information and posters to the Agents to give them up to date information on what was happening with the Game bird season, this information was useful for the agents as it cleared up any questions they were fielding from people buying licences.

#### **1811 Sports Fish & Game Management Plan**

Staff have requested an update from DOC planners in Hamilton on the status of the sports management plan.

#### **1841 NZ Fish and Game Liaison**

During Covid Level 4,3 and 2 managers and NZC staff have held weekly videoconference meetings. This has been a valuable process and will continue at a lesser frequency during lower alert levels.

#### **1930 Staff House**

Gutters were cleared, driveway sprayed and trees trimmed around the section during the level 4 lockdown period.

#### **1990 Vehicles**

Both vehicle mileage and services are up to date.

## 12.2 HEALTH AND SAFETY REPORT

### 1. Background

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

1. Implementation and adherence to the Health and Safety policy/manual – including H&S as an agenda item for staff and 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. April/May 2020 update

Staff meetings have health and safety on the agenda as a standard item. Staff are given the opportunity to raise any issues, and as a team we develop a procedure to minimise the risks.

Staff have developed procedures for each Covid alert level (4,3 and 2) in line with Govt Worksafe recommendations. Each set of guidelines was drafted by Jesse and discussed with staff and include provisions for working safely. These include but are not limited to:

- Contact tracing
- Workplace social distancing
- Workplace hygiene
- Higher risk/remote field activities
- Carrying out compliance work (We have a set of guidelines specifically for dealing with compliance work under covid restrictions which has been passed on to honorary rangers also).
- Use of the office space/visitor centre

### 3. Monitoring and Reporting

Workplace Accident Register

As at 25 May 2020

|  |   |
|--|---|
| Number of workplace injuries in 2019-2020 year | 0 |
| Number of workplace injuries in 2018-2019 year | 0 |
| Number of workplace injuries in 2017-2018 year | 1 |
| Number of workplace injuries in 2016-2017 year | 0 |

### 4. Training programme

- Nick Page was booked in on a Growsafe course in April, however this has been changed to July due to Covid-19 restrictions.

**5. H&S incidents**

No incidents to report.

**12.2. Recommendations:**

***That Council accepts the health and safety report***



## **12.3 Finance Report**

### **1.0 Purpose**

To inform the Council of the current financial position and approve payments for the months of April 2020.

Please find Attached:

1. Table 1 – Other Income
2. Table 2 – Profit & Loss to 30 April 2020
3. Table 3- Balance Sheet as at 01 April 2020
4. Table 4 – Hawke’s Bay Variance Report to 30 April 2020
5. Table 5: Bank Transactions for period 1 April to 30 April 2020

### **2.0 YTD Profit and Loss**

The profit and loss summary for the 1-month period ended 30 April 2020 is attached (Table 2). This report documents the income and expenditure for the first 8 months of the financial year. The Profit and Loss reports the Direct Costs for the period.

### **Income**

#### ***Licence Income***

Licence sales YTD are \$299,441 compared to the budget of \$457,309. Licence sales of Game Licences went on sale in March however, Covid -19 has added a complexity to sales with the unknown on what the season will be. Although this report does not reflect May sales – the Game season did proceed and sales to date (as at 26/5/20) were 80.8% of budget – which is fantastic considering at one stage the chance of a season was limited. Hopefully by the end of May the sales will be closer to 100% of budget. April saw the negative in Non Resident licence levy – this was due tot the processing of some refunds as Fisherman could not get into the country over lockdown to fish.

#### ***Interest Income***

Interest Income YTD is \$3,852 – compared to a budget of \$10,438. Again – this is an area where achieving budget will be difficult as Interest rates continue to fall and demands on our reserves increase.

#### ***Government Wage Subsidy***

In anticipation of our Licence sales falling by at least 30%, all Regions have applied for the Wage Subsidy. By the end of the Game Season we will do a full analysis of the impact of covid-19 on our total sales and determine if it is appropriate to return this Subsidy given that we did have a Game Season but also taking note that fish sales have been impacted.

#### ***Royston Health Trust Grant***

This grant was applied for and granted for the purchase of a defibrillator for the Site (\$2,396).

#### ***Other Income***

Other Income YTD is \$16,978 (See Table 1 below for a summary)

| <b>Table 1: Other Income</b> | <b>Budget \$</b> | <b>Actual \$</b> | <b>Variance</b> |
|------------------------------|------------------|------------------|-----------------|
| Sundry                       | -                | 209              | (209.00)        |
| Rent - Maize                 | 5,000            | 3,101            | 1,899.00        |
| Liberations - Contract       | -                | -                | -               |
| Game Bird Hire Equipment     | -                | 186              | (186.00)        |
| Legal Funding                | -                | -                | -               |
| Reparations                  | -                | 409              | (409.00)        |
| Wetland Landowner Advice     | -                | 174              | (174.00)        |
| Walking Access Grant         | -                | 500              | (500.00)        |
| DVD Sales                    | -                | -                | -               |
| Advertising - Newsletter     | 500              | -                | 500.00          |
| Junior Hunt Sponsorship      | 700              | -                | 700.00          |
| Take a Child Fishing         | -                | -                | -               |
| Glenfalls Hut                | 1,500            | 1,196            | 304.00          |
| Fines                        | -                | -                | -               |
| Salaries - Contract          | -                | -                | -               |
| Rent - Staff houses          | 9,000            | 7,200            | 1,800.00        |
| Meeting Room Hire            | 2,000            | 487              | 1,513.00        |
| Gain on Sale of Asset        | -                | -                | -               |
| Game Bird Habitat Grant      | -                | 3,478            | (3,478.00)      |
| Donations                    | -                | 40               | (40.00)         |
| <b>Total Other Income</b>    | <b>18,700</b>    | <b>16,980</b>    | <b>1,720.00</b> |

### Expenditure

Total Expenses for the 8 months ended 30 April 2020 were \$301,2339 – which is 62% of the budget. As this report is only reporting April 2020 there were very few expenses in the year as we were all in lock down over this period. Note also that the NZC has asked all regions to reduce expenditure to essential spending in order to ensure our reserves are maintained to compensate falling income.

### *Depreciation*

YTD Depreciation is \$14,069 – in line with Budget.

### *Species Management*

No transactions in the month of April.

Total Species Management \$22,104 against a Total Budget of \$30,524.

### *Habitat*

Within Assisted habitat costs in April (\$132) relate to toilet hire

Total Habitat Protection Management spending to 30 April 2020 is \$7,898 against a budget of \$19,500.

### *Participation*

Total Participation spending to 30 April 2020 \$973 against a budget of \$14,850. No transactions in April.

### ***Public Interface***

Total Public Interface spending to 30 April 2020 \$34,364 against a budget of \$17,800

Costs YTD relate to the development of the wetland – with the major cost being the excavation by Jamieson Earthworks. This project will be transferred to a capital project at year end – but to ensure transparency in the costs for the project we will continue to report it in this area. As agreed by the Council – the restricted reserve of the Hawke’s Bay Wildlife Fund has been used to fund this project (\$22,969)

### ***Compliance***

No Spending YTD – budget \$3,500

### ***Licensing***

Commission & fees relating to the April licence sales were reported \$12,214 YTD. This is in line with sales.

### ***Council***

No Spending in period.

Total Council spending to 30 April 2020 \$3,577 against a budget of \$2,000.

### ***Planning & Reporting***

The Audit Fee was paid in December 2019. YTD costs are only \$4,372 – lower than the December payment – this is due to a reversal of accruals in September relating to the previous year.

### ***Administration***

- Salaries. YTD \$145,445 – this includes the accrual for Annual Leave.
- No transaction in April for Staff Expenses
- The standard Communications expenses are reported relating to telephones, stationery and photocopying. The annual order for letterhead, and prepaid envelopes was a major stationery expense for the period.
- General expenses include the bank fees for each month and advertising in the Hawke’s Bay Farming Media.
- No Fuel or RUCs in period for Vehicles. The monthly SmartTrack fee of \$78 is recorded each month.

### ***NZ F & G Levy***

Total levy \$29,678 – 75% of budget.

## **3.0 Balance Sheet**

Table 3 Outlines the Balance Sheet as at 30 April 2020 and compares it to the year ended position as at 31 August 2019.

**Cash Position:** \$204,172 (Including donations of \$63,137.86) as at 30 April 2020.

**Debtors:Outstanding Debtors** \$26,021 as at 30 April 2020. Eyede being the largest debtor \$25,941

**Investments:**\$332,250

**Employee Costs:**\$14,671 – this relates to the accrual of holiday pay outstanding as at 30 April 2020.

#### **4.0Variance report**

The variance report is shown on Table 4.

The figures in this report are taken for the Profit and Loss (Table 2) - however, this report includes the staff hours against budget. The overheads and other revenue are allocated against each project to give an internal cost of the project and a total cost.

The Budget hours include the hours that Eastern has contracted to work for Hawke's Bay. YTD actual staff hours are entered for each project area to provide Council with an overview of the staff time component of the Operational Work Plan. Hours from Eastern staff are not included in the Actual hours to April 2020.

#### **5.0Bank Transactions**

Table 5 show the bank transactions for the period of 1 April 2020 to 30 April 2020, \$60,755.38

#### **6.0 Recommendations**

***6.1That the payments for 1 April to 30 April 2020 be approved totalling \$60,755.38 be approved as per Table 5.***

***6.2The Finance report be accepted for the 8 months ended 30 April 2020.***

# Table 2 Profit and Loss

## Hawke's Bay Fish and Game Council For the 8 months ended 30 April 2020

|   | APR 2020      | YTD ACTUAL     | TOTAL BUDGET   | REMAINING        | % REMAINING |
|---|---------------|----------------|----------------|------------------|-------------|
| <b>Income</b>                                   |               |                |                |                  |             |
| <b>Licence Income</b>                           |               |                |                |                  |             |
| Fish Licence Income                             | 2,193         | 269,330        | 286,297        | (16,967)         | (6)         |
| Game Licence Income                             | 6,883         | 16,244         | 156,612        | (140,368)        | (90)        |
| Non Resident Licence Revenue                    | (28)          | 13,866         | 14,400         | (534)            | (4)         |
| <b>Total Licence Income</b>                     | <b>9,049</b>  | <b>299,441</b> | <b>457,309</b> | <b>(157,868)</b> | <b>(35)</b> |
| Interest Income                                 | 7             | 3,852          | 10,438         | (6,586)          | (63)        |
| Government Wage Subsidy                         | -             | 28,118         | -              | 28,118           | -           |
| Royston Health Trust Grant                      | -             | 2,396          | -              | 2,396            | -           |
| Other Income                                    | 4,093         | 16,978         | 18,700         | (1,722)          | (9)         |
| <b>Total Income</b>                             | <b>13,149</b> | <b>350,786</b> | <b>486,447</b> | <b>(135,661)</b> | <b>(28)</b> |
| <b>Operating Expenses</b>                       |               |                |                |                  |             |
| Depreciation                                    | 1,718         | 14,069         | 21,427         | (7,358)          | (34)        |
| <b>1100 SPECIES MANAGEMENT</b>                  |               |                |                |                  |             |
| 1110 Population Monitoring                      | -             | 12,837         | 14,800         | (1,963)          | (13)        |
| 1120 Harvest Assessment                         | -             | -              | 3,500          | (3,500)          | (100)       |
| 1160 Releases                                   | -             | 9,267          | 11,624         | (2,357)          | (20)        |
| 1180 Control                                    | -             | -              | 600            | (600)            | (100)       |
| <b>Total 1100 SPECIES MANAGEMENT</b>            | <b>-</b>      | <b>22,104</b>  | <b>30,524</b>  | <b>(8,420)</b>   | <b>(28)</b> |
| <b>1200 HABITAT PROTECTION MANAGEMENT</b>       |               |                |                |                  |             |
| 1210 Resource Management Act                    | -             | 3,395          | 10,000         | (6,605)          | (66)        |
| 1220 Works & Management                         | -             | 1,222          | 1,500          | (278)            | (19)        |
| 1230 Assisted Habitat                           | 132           | 3,282          | 8,000          | (4,718)          | (59)        |
| <b>Total 1200 HABITAT PROTECTION MANAGEMENT</b> | <b>132</b>    | <b>7,898</b>   | <b>19,500</b>  | <b>(11,602)</b>  | <b>(59)</b> |
| <b>1300 PARTICIPATION</b>                       |               |                |                |                  |             |
| 1310 Access                                     | -             | 379            | 2,500          | (2,121)          | (85)        |
| 1330 Newsletters                                | -             | -              | 6,250          | (6,250)          | (100)       |
| 1350 Angler & Hunter Training                   | -             | 569            | 4,500          | (3,931)          | (87)        |
| 1360 Club Relations                             | -             | -              | 100            | (100)            | (100)       |
| 1370 Fish & Game Huts                           | -             | 24             | 1,500          | (1,476)          | (98)        |
| <b>Total 1300 PARTICIPATION</b>                 | <b>-</b>      | <b>973</b>     | <b>14,850</b>  | <b>(13,877)</b>  | <b>(93)</b> |
| <b>1400 PUBLIC INTERFACE</b>                    |               |                |                |                  |             |
| 1440 Public Promotions                          | -             | 464            | 1,500          | (1,036)          | (69)        |
| 1450 Visitor Facility                           | -             | 33,900         | 16,300         | 17,600           | 108         |
| <b>Total 1400 PUBLIC INTERFACE</b>              | <b>-</b>      | <b>34,364</b>  | <b>17,800</b>  | <b>16,564</b>    | <b>93</b>   |
| <b>1500 COMPLIANCE</b>                          |               |                |                |                  |             |
| 1510 Ranging                                    | -             | -              | 2,000          | (2,000)          | (100)       |
| 1520 Ranger Training                            | -             | -              | 1,000          | (1,000)          | (100)       |

Table 2 Profit and Loss

|                                      | APR 2020        | YTD ACTUAL     | TOTAL BUDGET   | REMAINING        | % REMAINING    |
|--------------------------------------|-----------------|----------------|----------------|------------------|----------------|
| 1530 Compliance/Prosecutions         | -               | -              | 500            | (500)            | (100)          |
| <b>Total 1500 COMPLIANCE</b>         | -               | -              | <b>3,500</b>   | <b>(3,500)</b>   | <b>(100)</b>   |
| <b>1600 LICENSING</b>                |                 |                |                |                  |                |
| 1620 Agent Servicing                 | -               | 207            | 500            | (293)            | (59)           |
| 1630 Commission                      | 282             | 12,007         | 19,931         | (7,924)          | (40)           |
| <b>Total 1600 LICENSING</b>          | <b>282</b>      | <b>12,214</b>  | <b>20,431</b>  | <b>(8,217)</b>   | <b>(40)</b>    |
| <b>1700 COUNCILS</b>                 |                 |                |                |                  |                |
| <b>1720 Council Meetings</b>         |                 |                |                |                  |                |
| Council Meeting Expenses             | -               | 432            | 2,000          | (1,568)          | (78)           |
| Other Council Expenses               | -               | 3,145          | -              | 3,145            | -              |
| <b>Total 1720 Council Meetings</b>   | -               | <b>3,577</b>   | <b>2,000</b>   | <b>1,577</b>     | <b>79</b>      |
| <b>Total 1700 COUNCILS</b>           | -               | <b>3,577</b>   | <b>2,000</b>   | <b>1,577</b>     | <b>79</b>      |
| <b>1800 PLANNING/REPORTING</b>       |                 |                |                |                  |                |
| 1830 Reporting/Audit                 | -               | 4,313          | 6,900          | (2,587)          | (37)           |
| 1840 National Liaison                | -               | 59             | 300            | (241)            | (80)           |
| <b>Total 1800 PLANNING/REPORTING</b> | -               | <b>4,372</b>   | <b>7,200</b>   | <b>(2,828)</b>   | <b>(39)</b>    |
| <b>1900 ADMINISTRATION</b>           |                 |                |                |                  |                |
| 1910 Salaries                        | 18,621          | 145,445        | 245,079        | (99,634)         | (41)           |
| 1920 Staff Expenses                  | -               | 2,693          | 13,200         | (10,507)         | (80)           |
| 1930 Staff Houses                    | 136             | 576            | 8,000          | (7,424)          | (93)           |
| 1940 Office Premises                 | 711             | 4,266          | 6,444          | (2,178)          | (34)           |
| 1950 Office Equipment                | 120             | 961            | 2,900          | (1,939)          | (67)           |
| 1960 Communications/Consumables      | 525             | 7,780          | 12,800         | (5,020)          | (39)           |
| 1970 General                         | 78              | 1,826          | 6,700          | (4,874)          | (73)           |
| 1980 General Equipment               | -               | 1,084          | 3,500          | (2,416)          | (69)           |
| 1990 Vehicles                        | 87              | 7,460          | 13,800         | (6,340)          | (46)           |
| <b>Total 1900 ADMINISTRATION</b>     | <b>20,278</b>   | <b>172,091</b> | <b>312,423</b> | <b>(140,332)</b> | <b>(45)</b>    |
| NZ F&G Levy                          | 9,893           | 29,678         | 39,570         | (9,892)          | (25)           |
| <b>Total Operating Expenses</b>      | <b>32,303</b>   | <b>301,339</b> | <b>489,225</b> | <b>(187,886)</b> | <b>(38)</b>    |
| <b>Net Profit</b>                    | <b>(19,154)</b> | <b>49,446</b>  | <b>(2,778)</b> | <b>52,224</b>    | <b>(1,880)</b> |

# Table 3: Balance Sheet

## Hawke's Bay Fish and Game Council As at 30 April 2020

|   | 30 APR 2020         | 31 AUG 2019         |
|---|---------------------|---------------------|
| <b>Assets</b>                               |                     |                     |
| <b>Bank</b>                                 |                     |                     |
| Westpac Call Account                        | 129,068.14          | 103,792.80          |
| Westpac Current Account                     | 11,735.88           | 13,044.38           |
| Petty Cash & Licence Float                  | 230.00              | 230.00              |
| Donation Account                            | 63,138.13           | 62,175.83           |
| <b>Total Bank</b>                           | <b>204,172.15</b>   | <b>179,243.01</b>   |
| <b>Current Assets</b>                       |                     |                     |
| <b>Debtors &amp; prepayments</b>            |                     |                     |
| Accounts Receivable                         | 26,021.01           | 17,875.36           |
| Interest Accrued & Prepayments              | -                   | 4,596.41            |
| GST   | 2,217.29            | 6,438.24            |
| <b>Total Debtors &amp; prepayments</b>      | <b>28,238.30</b>    | <b>28,910.01</b>    |
| Investments                                 | 332,250.64          | 349,439.33          |
| Farmlands Shares                            | 1,835.00            | 1,835.00            |
| <b>Total Current Assets</b>                 | <b>362,323.94</b>   | <b>380,184.34</b>   |
| Fixed Assets                                | 445,991.10          | 455,825.67          |
| <b>Total Assets</b>                         | <b>1,012,487.19</b> | <b>1,015,253.02</b> |
| <b>Liabilities</b>                          |                     |                     |
| <b>Current Liabilities</b>                  |                     |                     |
| <b>Creditors and accrued expenses</b>       |                     |                     |
| Accounts Payable                            | 13,185.11           | 46,971.94           |
| Accrued Expenses                            | 4,264.40            | 6,406.40            |
| Income in Advance                           | 23,799.00           | 34,941.61           |
| Game Bird Habitat Trust                     | 744.35              | -                   |
| Westpac Credit cards                        | 85.37               | 1,578.58            |
| <b>Total Creditors and accrued expenses</b> | <b>42,078.23</b>    | <b>89,898.53</b>    |
| Employee costs payable                      | 14,670.38           | 19,062.29           |
| <b>Total Current Liabilities</b>            | <b>56,748.61</b>    | <b>108,960.82</b>   |
| <b>Total Liabilities</b>                    | <b>56,748.61</b>    | <b>108,960.82</b>   |
| <b>Net Assets</b>                           | <b>955,738.58</b>   | <b>906,292.20</b>   |
| <b>Equity</b>                               |                     |                     |
| <b>Accumulated Funds</b>                    |                     |                     |
| Accumulated Funds                           | 708,815.20          | 642,799.90          |
| Current Year Earnings                       | 49,446.38           | 56,912.30           |
| <b>Total Accumulated Funds</b>              | <b>758,261.58</b>   | <b>699,712.20</b>   |

Table 3: Balance Sheet

|                                  | 30 APR 2020       | 31 AUG 2019       |
|----------------------------------|-------------------|-------------------|
| <b>Dedicated Reserves</b>        |                   |                   |
| Asset Replacement Reserve        | 80,253.00         | 80,253.00         |
| Back Country Fisheries Reserve   | 57,928.00         | 44,062.00         |
| Hawke's Bay Pheasants Unlimited  | 1,602.00          | 1,602.00          |
| River/Water Quality Donations    | 57,694.00         | 57,694.00         |
| <b>Total Dedicated Reserves</b>  | <b>197,477.00</b> | <b>183,611.00</b> |
| <b>Restricted Reserves</b>       |                   |                   |
| Hawke's Bay Wildlife Fund        | -                 | 22,969.00         |
| <b>Total Restricted Reserves</b> | <b>-</b>          | <b>22,969.00</b>  |
| <b>Total Equity</b>              | <b>955,738.58</b> | <b>906,292.20</b> |





## **12.4 Licence Sales Report**

**Ref: 6.01.05**

**24 May 2020**

### **1. Introduction**

This report provides an overview of the initial licence sales for the commencement of the 2019-2020 season.

### **2. 2019-2020 Fish Licence Sales**

2.1 Licence sales for the 2019-2020 season comparison against the 2018-2019 season are summarised in Table one.

2.2 A total of 96.1% of the annual sales target has been achieved.

2.3 Sales are reported to be 2.4 % below licences issued for the same period last year.

2.4 Nationally at the same date YTD fish licence sales are reporting to be 10. below sales reported for the same period during the 2018-19 season.

### **2.5 Recommendation**

*Council accepts the licence report*

### Hawke's Bay Fish Licence Sales YTD to 24 May 2020

| Channel                    | PWF        | FMA         | FWNA       | FSLA       | FLAA       | FWTA       | FLBA      | FSBA       | FDA        | FDNA       | FWJ        | FWND     | FDJ        | FDND      | PWC      | PWNC     | FDNC     | Total Fish   | Fish LEQ     | Fish Var     | Fish \$          |
|----------------------------|------------|-------------|------------|------------|------------|------------|-----------|------------|------------|------------|------------|----------|------------|-----------|----------|----------|----------|--------------|--------------|--------------|------------------|
| Agency Online              | 207        | 634         | 126        | 143        | 137        | 62         | 8         | 58         | 183        | 282        | 82         | 2        | 91         | 11        | 0        | 0        | 4        | 2,030        |              |              |                  |
| Public Online              | 187        | 383         | 192        | 52         | 70         | 46         | 9         | 90         | 281        | 151        | 61         | 3        | 30         | 1         | 0        | 3        | 0        | 1,559        |              |              |                  |
| Eyede Call Centre          | 3          | 3           | 1          | 2          | 3          | 0          | 2         | 2          | 0          | 0          | 0          | 0        | 0          | 0         | 0        | 0        | 0        | 16           |              |              |                  |
| <b>Total YTD 2018-2019</b> | <b>397</b> | <b>1020</b> | <b>319</b> | <b>197</b> | <b>210</b> | <b>108</b> | <b>19</b> | <b>150</b> | <b>464</b> | <b>433</b> | <b>143</b> | <b>5</b> | <b>121</b> | <b>12</b> | <b>0</b> | <b>3</b> | <b>4</b> | <b>3,605</b> | <b>2,510</b> |              | <b>\$283,696</b> |
| Agency Online              | 237        | 643         | 121        | 146        | 116        | 29         | 6         | 45         | 165        | 217        | 91         | 2        | 42         | 8         | 0        | 1        | 1        | 1,870        |              |              |                  |
| Public Online              | 144        | 386         | 128        | 53         | 62         | 62         | 11        | 77         | 296        | 135        | 62         | 2        | 27         | 1         | 0        | 4        | 0        | 1,450        |              |              |                  |
| Eyede Call Centre          | 5          | 3           | 2          | 3          | 0          | 1          | 0         | 0          | 2          | 0          | 3          | 0        | 0          | 0         | 0        | 0        | 0        | 19           |              |              |                  |
| <b>Total YTD 2019-2020</b> | <b>386</b> | <b>1032</b> | <b>251</b> | <b>202</b> | <b>178</b> | <b>92</b>  | <b>17</b> | <b>122</b> | <b>463</b> | <b>352</b> | <b>166</b> | <b>4</b> | <b>66</b>  | <b>9</b>  | <b>0</b> | <b>5</b> | <b>1</b> | <b>3,339</b> | <b>2,380</b> | <b>-5.2%</b> | <b>\$275,204</b> |

Increase/(Decrease) on 2017/18 YTD

### 2018-19 Summary YTD Actual vs Total Budget

|  |       |        |           |
|--|-------|--------|-----------|
| 2019-20 Annual Fish Licence Sales Budget | 2,476 | 100.0% | \$277,183 |
| 2019-20 YTD Actual                       | 2,380 | 96.1%  | \$275,204 |
| Remaining to meet budget                 | -96   | -3.9%  | -\$1,979  |

### Estimate of Complete Season 2018-19 vs Total Budget 2018-19

|  |       |        |           |
|--|-------|--------|-----------|
| 2019-20 Budgeted LEQ's                         | 2,452 | 100.0% | \$277,183 |
| 2018-19 Complete Season* LEQ's                 | 2,525 |        | \$285,436 |
| 2019-20 Est year end based on current variance | 2,394 | 97.6%  | \$276,891 |
| Est Shortfall/Surplus 2018-19 Season vs Budget | -81   | -2.4%  | -\$1,292  |

### Non resident levy funds not incl in national budget

| Category     | Licences   | Res Price | Levy | Gross Levy | Incl GST     | Levy Ex GST  | Total ex GST    |
|--------------|------------|-----------|------|------------|--------------|--------------|-----------------|
| FWNA         | 251        | 180       | 133  | 47         | 44.88        | 36.03        | \$9,787         |
| FDNA         | 352        | 34        | 21   | 13         | 12.42        | 10.88        | \$3,900         |
| FWNJ         | 4          | 34        | 27   | 7          | 6.89         | 5.81         | \$23            |
| FDNJ         | 9          | 20        | 5    | 15         | 14.33        | 12.48        | \$112           |
| FWNC         | 5          | 34        | 0    | 34         | 32.47        | 28.23        | \$141           |
| FDNC         | 1          | 20        | 0    | 20         | 19.10        | 16.61        | \$17            |
| <b>TOTAL</b> | <b>622</b> |           |      | <b>20</b>  | <b>-0.90</b> | <b>18.61</b> | <b>\$13,890</b> |

**3. 2020 Game Licence Sales**

- 3.1 The YTD Game licence sales for the 2020 season are reported in Table two.
- 3.2 Total Game sales YTD have decreased by -17.7 % when compared to the same period last year and a total of 84.2% of the annual sales target has been achieved.
- 3.3 Nationally the licence sales are -10.5% below on last year's sales to the same time.

**Comparison of Game Licence LEQs to**

| SALES CHANNEL           | Adult Season | Junior Season | Child Season | Adult 24 Hour | Junior 24 Hour | Whole Season Equiv. | % Increase / Decrease on 2017 |
|-------------------------|--------------|---------------|--------------|---------------|----------------|---------------------|-------------------------------|
| Direct Sales*           | 419          | 54            | 13           | 0             | 0              | 430                 | 17.8%                         |
| Agent Online Sales      | 1083         | 79            | 43           |               | 1              | 0                   |                               |
| <b>Total Game 2020</b>  | <b>1502</b>  | <b>133</b>    | <b>56</b>    | <b>0</b>      | <b>1</b>       | <b>1099</b>         | <b>-26.4%</b>                 |
| Direct Sales*           | 353          | 44            | 3            | 15            | 0              | 365                 | -17.7%                        |
| Agent Online Sales      | 1464         | 131           | 48           | 12            | 0              | 1493                |                               |
| <b>Total Game 2019</b>  | <b>1817</b>  | <b>175</b>    | <b>51</b>    | <b>27</b>     | <b>0</b>       | <b>1858</b>         |                               |
| <b>TARGETS</b>          |              |               |              |               |                |                     |                               |
| Adult Season            | 1865         | 170           | 80           | 80            | 7              | 1916                | 79.8%                         |
| 2019 Total Sales        | 1902         | 181           | 87           | 98            | 7              | 1959                | 78.0%                         |
| 2020 Estimated year end |              |               |              |               |                | 1612                | 84.2%                         |

\* Direct Sales - Internet, 0800, Mail order

## 13.0 PUBLIC EXCLUDED SESSION

### 1. Purpose

To confirm the minutes of the public excluded session of the meeting held on the 4<sup>th</sup> February 2020 and to discuss the audit of the Hawke's Bay Fish and Game Council.

### 2. Recommendation

2.1 That the public be excluded from the following parts of the proceedings of this meeting

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 RELATION TO EACH MATTER   | GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION |
|--|--|--|
| 6.3.1.1 Confirmation of previous public excluded minutes and discussion of the audit of the Hawke's Bay Fish and Game Council. | 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  | PLAIN ENGLISH REASON  |
|----------|---|---|
| 16.3.1.1 | Protect the privacy of natural persons including that of deceased natural persons | To allow Council to have frank discussion and confirm minutes of previous public excluded meetings. |

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.