



**HAWKES BAY
FISH AND GAME COUNCIL**

***MEETING
AGENDA***

Thursday 30 November 2017

AGENDA

For a Meeting of the Hawkes Bay Fish and Game Council

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

Date: **Thursday 30 November 2017**

Commences: **6.00 PM**

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**MINUTES OF THE HAWKES BAY FISH AND GAME COUNCIL HELD AT THE
GAME FARM ON TUESDAY 17 OCTOBER 2017 AT 6PM**

PRESENT: Councillors Hern, Williams, Bates (Chairman), Niblett, Duley.

IN ATTENDANCE: Mark Venman (Regional Manager), Nathan Burkepile and Christine Tuck (Hawkes Bay Fish and Game staff), Matt McDougall (Eastern Fish and Game Region) and Glenis Phillips (minute taker).

MEMBERS OF THE PUBLIC: Red Hooper, Fred Nichol (departed at 7.30PM).

INTRODUCTION:

1. WELCOME

Cr Bates opened the meeting at 6.00pm and welcomed members of the public.

Cr Bates advised Councillors that this meeting would be recorded.

2. APOLOGIES

Apologies were received from Councillors John Lumsden and James Mackie. No apology was received from Cr McIntosh.

3. MINUTES OF THE PREVIOUS MEETING (8 August 2017)

AGREED

3.1 That having previously been circulated to members, the minutes of the meeting of the Hawkes Bay Fish and Game Council held on Tuesday 8th August 2017 are a true and correct record.

Hern/Niblett

4. MATTERS ARISING

There were no matters arising.

5. NOTIFICATION OF ITEMS OF GENERAL BUSINESS

- Cr Bates – Ngaruroro River Water Conservation Order
- Cr Bates - Management Agreement with Eastern Region
- Cr Bates - A 360 Degree Review for staff

6. CONFLICT OF INTEREST REGISTER

The Conflict of Interest Register was passed around to Councillors for signage. Cr Bates noted that his family have put in a submission regarding the Ngaruroro Water Conservation Order.

7. FIVE YEAR STRATEGIC RESEARCH AND MANAGEMENT WATERFOWL HABITAT PLAN

Mark explained that an initial draft had been circulated to Councillors at the August Council meeting and staff were seeking feedback at this meeting so that the plan could be finalised and approved. Staff are wanting direction over the next 5 years as to where money should be spent on waterfowl habitat.

This plan focuses primarily on mallard/grey ducks since they form the majority of the waterfowl hunters' bag. It focuses on the improvement of the waterfowl habitat and predator control and developing monitoring protocols to provide valuable feedback to adapt the waterfowl strategy.

Clarity by Council was sought as to whether this was a waterfowl habitat plan or a waterfowl management plan. Nathan confirmed that it was a 5-year waterfowl habitat plan.

Councillors asked whether we had sites and volunteers that were happy to assist with surveys. Nathan said that he knows a few land owners with ponds who are keen to do some work on them. Nathan added that he has been in discussions with a land owner that would love to support and fund a graduate student to help with the survey early next year. The survey would consist of random samples of ponds and identifying habitat features. Nathan added that the 5-year plan will be discussed at the mallard research meeting next week to seek further feedback.

Councillors asked who would undertake the breeding season surveys. Nathan responded by saying that the plan included draft protocols on how to do the work, but we would need to work in with land owners to undertake some of this work. Time-lapse cameras could be used to capture data in the field and an intern, for example, could be used to analyse the data over the

winter months. Councillors were concerned about how time consuming some of these projects could be for both staff and volunteers due to the sheer amount of work actually involved. Nathan added that there is an option to work with landowners to help identify long term trends and show what works and what doesn't over time.

Councillors talked about the idea of an accessible show site where land owners could see what could be done and how to do it and an educational wetland at the Game Farm could be one potential location.

Discussion developed on overhead tree cover and its importance in providing cover from predators such as harrier hawks when compared with low growing vegetation, but it was emphasised that a mixture of both types of vegetation is important. The use of non-native tree species was also discussed that can provide quick and suitable overhead cover. A good example are weeping willows.

Matt McDougall added that sometimes one or two weeping willows close together can be the difference between a pond having ducks on it or not. Matt explained that trees can also make a difference in drain habitats but said that they can have an influence on duck numbers up to a point but then become counterproductive. There was a discussion about the importance of habitat diversity. Matt added that ideally about one third of a pond should be fenced. Ducks seem to like being able to see predators coming from afar so that they can seek cover if needed.

Nathan added that it was important to try to better understand how to keep ducks and their young on a pond so that they didn't have to travel to another pond to meet their specific requirements. Matt said that a pilot study identified that approximately 2.2 hectares was a critical size for a pond but added that further work was required to determine this. Councillors discussed that larger ponds have more margins where the feed for ducks is. Emergent vegetation is important for young ducklings so that they can seek cover and feed. Some of information gained through these new studies will help support what we say to farmers and landowners in the future.

Discussion continued onto the use of shade cloth to help create overhead cover in some situations. Nathan said that we could work with HBRC and their drain shade trials to monitor what happens via trail cameras. Even culverts can provide cover for ducks and ducklings in drains.

Councillors questioned the 0.5 km target to enhance drains each year. Nathan said that cost was a factor especially when planting. Council agreed to leave it as is to get it underway and then tweak it in the future if required.

After much discussion, Council stated that they have seen the draft and asked Nathan to resubmit at next November Council meeting for approval to enable a start to be made on the survey.

Member of the public, Mr Nichol, asked if there were advantages to letting vegetation grow on the beaches of the larger rivers to help take up excess nutrients. Councillors explained that the rivers are managed for flood control in the first instance. The discussion then evolved onto beach raking and gravel extraction on the region's rivers.

8. BUDGET POLICY FOR CONSULTATION AS NATIONAL POLICY

The purpose of the National Financial Review Committee (convened by Matthew Hall) was set up to bring forward recommendations for standard operating procedures relating to financial management recording and reporting to the New Zealand Fish and Game Council (NZ Council), for consideration as National policy.

The required action is that consultation is undertaken with regional Fish and Game Councils with the intention that policies proposed by the National Financial review committee on changes to Budget Policy be accepted as National policies.

Cr Williams spoke to Council, so they understood what they were agreeing to. Basically, the reason for this is that a few things are being missed by some regions and this revision should help address that.

AGREED

8.1 "That these policies will be adopted as Fish and Game New Zealand's National policy" [17/10/8.1]

Williams/Duley

9. HAWKES BAY SPORTS FISH AND GAME MANAGEMENT PLAN DRAFT

Hawkes Bay Fish and Game staff presented to Council the draft 10-year Sports Fish and Game Management Plan for the Hawkes Bay region and were seeking feedback from Council before the draft plan goes out for wider public consultation.

It sets out the strategic direction for managing the fish and game resources in the Hawkes Bay Fish and Game region over the next 10-year period and describes the vision and objectives for management. It also defines policies and methods that will be used towards these longer-term goals.

The previous Hawkes Bay Sports Fish and Game Management Plan expired in 2015. Staff have been working to create a new draft management plan modelled on Eastern's Fish and Game management plan that was finalised in 2014.

Mark stated that we have employed a contractor to collate staff comments and produce a draft plan. Mark asked the Councillors for feedback on the text. He added that he has also run it past Peter Wilson from the Wellington region who is currently writing the Management Plan for the Northland region and he seems to be fairly comfortable with the content of our plan. Peter did suggest that we should have a stronger RMA focus throughout the document. Mark added that we need to form a committee of three Councillors to review any submissions received once the draft plan is sent out for public consultation.

Councillors asked whether the plan starts from 2015 when the last one expired or from when it gets signed off. Mark said that the plan would be active for ten years once it had been signed off in 2018.

The Chairman made comment that he realises that it is a Sports Fish and Game Management plan, but he said that it was relatively scientific and about managing the fish and the game birds but not so much about the human side which we as Councillors are more involved with. He went on to talk about regulating the birds and the fish, but we don't actually talk much about the hunters and anglers and the fact that they are the ones paying for this. Hawkes Bay Fish & Game are trying to sell licences and keep the sport going as much as we are trying to manage game birds and fish. We have to try and marry the two together.

Mark responded by saying that the plan was an overarching document and that the detail would come from the annual operational work plans. The Chairman reiterated that we need to ensure that we manage the hunters and anglers as much as we manage the game birds and the trout. Matt added that it is a statutory document that gets signed off by the Minister and so other organisations need to give heed to it.

There was general discussion around enhancing opportunities and participation and growing our licence sales. We should also be surveying hunter and angler satisfaction and trying to improve satisfaction each year. Wilderness fishing areas were discussed and the need for Fish and Game not to restrict or reduce access. Permitted backcountry areas like those in the South Island, shouldn't occur in this area especially if they restrict access. They key appeared to be maintaining access wherever possible.

Councillors perceived it in different ways with differing opinions. Mark said he would rework the draft to cover some of the points covered in this discussion, perhaps keep it as a science based paper but possibly bringing in the social side as well and present another draft to Council at the November meeting.

It was also noted that other agencies are going to be referring to this plan, therefore Council decided to keep it more general.

Mr Nichol asked whether this plan would be sent out to the Regional Council for feedback and Mark confirmed that once the document had been approved by Councillors, it would be circulated more widely to other agencies and clubs for feedback.

Discussion carried on between Councillors and members of the public regarding beach raking, and the Chairman proposed that as no answers are forthcoming to the question – "*Is beach raking damaging the region's river fisheries?*" that we put money towards research of beach raking to get the results ourselves.

AGREED

9.1 "That Hawkes Bay Fish and Game start a research programme to monitor the effects of beach raking on the region's river fisheries". [17/10/9.1]

Hern/Duly

10. GAME SEASON CONDITIONS

Mark asked for some discussion from Council around reviewing the 2017 Hawkes Bay Game Season conditions and highlighting the 2018 Game Season issues for consideration at the November Council meeting.

He asked that issues relating to game season regulations for the upcoming season needed to be identified at this meeting.

Game season conditions are generally finalised for recommendation to the Minister of Conservation once population information is available from summer monitoring programmes. In addition to any other issues, there are 5 topics that require Council's consideration.

1. Paradise shelduck

A discussion occurred around the reduced numbers of paradise shelduck observed during monitoring this year. Councillors asked about the hunter surveys last year and the number of paradise shelduck shot. Nathan said that the harvest was down last year. Matt added that the long-term trend appears to be on a downward slope over the last 15 years. Council asked whether there was valuable information on moult sites in the Hawkes Bay. Matt said that any new moult sites identified, are added each year. Matt added that he was unsure what proportion of the paradise shelduck population is actually counted each year but what is counted, in his opinion, is a good representation of the overall population. Councillors raised concerns about the effects of farmers shooting the birds at moult sites which could have a major impact on the population. It would be good to know as many of these moulting sites as possible to ensure that they can be protected to some extent. Councillors agreed that there have been less paradise shelduck around during recent years based upon their observations. The discussion then evolved onto poisoning and chemical use and Nathan said that this won't be as much of an issue in the next couple of years when some pesticides are banned but Councillors said that there are still alternatives that could be used to poison them.

Councillors asked whether we were comfortable with the bag limit. Nathan said that it depends on the counts conducted in mid-January as that will determine what the limit will be set at. Traditionally the end of the paradise shelduck season aligns with the end of school holidays and we should ensure that this occurs as it is a good marketing opportunity.

2. Red-Legged Partridge

Discussion around how these are found only on upland game properties in the Hawkes Bay region but occasionally these birds do encroach onto neighbouring land where the current regulations do not allow for them to be hunted. Is this an opportunity for hunters that we should promote? There was a discussion about whether red-legged partridge can breed successfully in the wild as small clutches have been observed but it is unlikely that enough survive to make it a viable hunting opportunity. With limited numbers of them out there, it is perhaps best to leave them off the game season list. It was agreed at this stage, to leave them off the 2018 game season list.

3. Paradise Shelduck Junior Shoot

Good discussion took place on the 2017/2018 Operation Work Plan where it has been indicated that Fish and Game will undertake a junior shoot for paradise shelduck. However, to undertake

this in the summer months will require an addition to our game season regulations. It was noted that other regions such as Taranaki and Northland have 2 weeks allocated at the end of February and during early March for hunters to target paradise shelduck. Taranaki operates a permitted based system where all hunters (including land occupiers) must hold a valid Special Hunting Season Hunting Permit to participate.

A permit system would allow us to keep track of the number of juniors participating and also the number of paradise shelducks harvested. Dates for such an event could be 23 and 24 February 2019 and 2 and 3 March 2019 but would need to be included in the 2018 Game Season Conditions.

Cr Niblett was comfortable with a junior shoot as long as it didn't coincide with an adult moult. These birds could be dispersed by the juniors and farmers would see something being done to help disperse these birds.

Discussion for Junior shoot around a 2-4 bird limit for one day and involving some of our 180 junior licence holders. We need to encourage juniors hunting on private land to become involved. There is a great publicity opportunity here, but it will require advertising this year so that everyone knows what the requirements are.

The Chairman suggested starting off small on restricted areas where problems have been encountered and where we could manage it. All juniors involved would have to register. Properties would also need to register. It shows that Fish and Game are being proactive on properties where they have an issue with paradise shelduck. Given that a junior shoot wouldn't happen until 2019, it gives us plenty of time to identify the problematic properties.

Councillors asked if the hunter surveys identified the number of paradise shelduck that were shot after the mallard season stopped. Matt said that it should be possible to pull this information out from the hunter survey data.

4. Ngamatea Station boundary change

No comment

5. Recent changes to the regulations – Introductory text

Cr Hern queried Appendix 1 of the First Schedule, regarding "camouflaged" row boats and where you can and cannot use them. The definition of camouflage was discussed. Matt said that it was in the Wildlife Act and so it would be difficult to change. Cr Williams was asked by Councillors to check with New Zealand Council as to whether a change could be made to read "*unmoored boat/watercraft*" rather than "*camouflaged rowboat*" and report back. Such a change would still only apply to opening weekend of the game bird season.

Councillors asked Matt about the banding data. Matt explained that the mallard population estimates are quite wide and that is largely due to years where not many ducks have been banded. It is possible to use models that factor in winter/spring rainfall etc to try and forecast what the mallard population will be next season. Councillors will review the information again at the November meeting.

Council discussed shooting hours and majority felt that it should be brought back to end at 6.00pm instead of 6.15pm as stated in the Second Schedule. This would help hunters identify their targets towards the end of the day and find their birds that were shot late. This requires further discussion at the November Council meeting.

11.0 INFORMATION FOR THE 2016-2017 DRAFT PERFORMANCE REPORT

The Performance Report for the 2016-2017 year will be presented to the public Annual General Meeting to be held 30 November 2017 as per the requirement of Sections 26W and 26ZD(7) of the Conservation Act, 1987.

The annual Performance Report contains a Statement of Service Performance so that readers can assess the performance of the Council against the targets set in the 2016-2017 Operational Work Plan.

Discussion took place around the wording of the Chairman's Report. Councillor Williams said that it was a good and positive report, but he was concerned about some of the wording in the third paragraph, referring in particular to the use of the words "*blindsided*" and "*transparent*". Councillor Williams said that this report goes directly to the Minister and his interpretation was that Fish and Game were not fulfilling our statutory obligations to keep our licence holders informed. Discussion began around what was the definition of "*blindsided*".

After much discussion it was decided to edit the sentence in the third paragraph to now read:

"Moving on from the Ruataniwha dam we have rolled directly into the Water Conservation Order on the Ngaruroro River, like the Hawkes Bay Regional Council, Fish and Game need to be mindful to inform the public throughout the process, and unfortunately the public feel they have been blindsided and we are now feeling the backlash".

In terms of the Annual Report, the Chairman made comment on population monitoring being down by about half and Mark explained that part of that was due to planned drift dives being cancelled late on in the season due to rain.

Bank accounts and cash were also discussed but Cr Hern said that the difference appeared to be money held in investments. Interest achieved was very close to what was budgeted.

Cr Williams asked about Reserves and what percentage we can carry over and the Chairman said that we have to carry 50% but shouldn't drop below 50%.

Christine said that she believed that we didn't get our contestable funding bid fully approved because we were over the 50% mark. Ideally, we should sit between 30 and 50%. The Chairman added that you should have 50% of that year's current budget in reserves.

Cr Williams asked about the River/water quality donation reserve. Christine said that they were donations received for projects such as the Ruataniwha Water Storage Scheme and water quality projects on other rivers across the region and this was all well documented.

Christine asked Council if they were comfortable investing this money (river water quality donation) by putting it on a term deposit. Council agreed that it made sense for the donation to be earning money and said that they would investigate potential projects that the money could be used towards. One suggestion was to use it towards for the beach raking project. Further discussion will be required on this matter at a later date to ensure that any proposed project meets the criteria specified.

AGREED

11.1 “That \$57,000 (River donation monies) to put on a term deposit”. [17/10/11.1]

Williams/Hern

Cr Williams noted that there was also \$1,602 sitting there as well. This is money was from Brad Parkes who asked that this money be used to promote junior hunting opportunities.

It was suggested that perhaps this money could be used to create a display in the office foyer. A decision has never been made, hence it has just been sitting there. Council said that they will look into this and put it towards something special in honour of Brad Parkes as this was his passion. A junior mai mai could be built at Waitangi wetland with a plaque in his name.

Cr Niblett asked about whether we would be undertaking pheasant crow counts again this year. Nathan said that the project only started last year and had yet to analyse the data from last year to work out densities. Low numbers counted might make it difficult to identify changes in the population over time. Councillors discussed the flushing counts that some of them were involved in many years ago. Councillors questioned what benefits the crow counts will make. Nathan said that it would be useful to monitor what happens when changes are made to how the river berms are managed by HBRC and this would provide some data on whether some changes are beneficial or not to the pheasant population. We should have 2-3 years' worth of data before changes are made to the management of the river berms. Councillors asked what areas were going to be monitored and Cr Niblett added that he could potentially have an impact on the numbers of pheasants heard on the Tutaekuri river as the pheasants can disperse for some distance. Councillors discussed the impacts of cycle ways on hunting opportunities and the safety aspects on both the Tutaekuri and Ngaruroro rivers.

AGREED

11.2 “That Council receives the draft reports comprising the Statement of Service Performance, Chairman’s reports and draft Financial Statements for the 2016-2017 year, and identifies any changes required before finalising the Performance Report for the 2016-2017 year”. [17/10/11.2]

Williams/Hern

12.0 HUNTING GAME BIRDS WITH TRAINED AUSTRALASIAN HARRIERS

The New Zealand Falconers Association now has an experienced and permitted falconer residing in the Hawkes Bay region. The NZFA are seeking a change to the Hawkes Bay Fish and Game regulations from the 2018 season onwards to allow members to hunt game birds using harriers. They are still required to purchase a current game bird licence and habitat stamp and be bound by the game bird regulations in the same manner as other hunters.

The NZFA seeks no other change to the game seasons or bag limits. Game birds taken in other regions have all been pukeko.

No issues were raised by Councillors.

AGREED

12.1 "That Council has considered the request from the NZFA and are happy to seek a change to the method of take in the 2018 game bird regulations". [17/10/12.1]

Duley/Niblett

13.0 LIASON OFFICERS REPORTS

13.1 East Coast/Hawke's Bay Conservation Board

Nothing tabled.

13.2 Reports from other Agencies

Nothing tabled.

13.3 Reports from New Zealand Council

Cr Williams informed Council that Sir Geoffrey Palmer has been asked for a legal opinion on the status of sports fish because there have been three requests to remove trout or sports fish from waters in Northland, Wellington and Otago. There was a desire from other regions for New Zealand Council to produce a National Policy. Cr Williams was asked to find out more information and report back to Council.

Cr Williams also discussed Didymo advocacy on the ferries and the need for MPI to improve their coverage of all sailings. He also mentioned the upcoming Salmon Symposium in the Central South Island region was occurring in November. Cr Williams said that Otago Chief Executive Niall Watson was retiring shortly, and that Sue MacLeod from National Office had recently resigned. He added that Bryce Johnson's replacement, Martin Taylor was due to start on 6 November 2017. Finally, Cr Williams confirmed that an additional \$120,000 had been approved by NZ Council for additional expenses for the Ngaruroro Water Conservation Order.

The Chairman asked Cr Williams whether the captive reared mallards had been discussed at NZ Council. Cr Williams said that he hadn't heard of any updates. Nathan said that NZ Council hadn't seen a report yet but said that he had seen a draft of it back in April. Mark said that a report had been drafted but a legal opinion was being sought and that he had been instructed not to circulate the report to Councillors until a legal opinion had been obtained. Nathan added that a legal opinion was yet to be obtained. Cr Niblett said that he had written to NZ Council a couple of weeks ago and was still waiting for a response regarding captive reared mallards.

14.0 OPERATIONAL REPORTS

14.1 Management Report

Mark gave a quick update on what is happening at Lake Waikopiro regarding the bubbler system and early results. Mark added that if this project was successful, they could look to install a larger bubbler system in Lake Tutira as early as next winter which is exciting. Mark

congratulated HBRC, Maungaharuru-Tangitu Trust and everyone involved to make the bubbler system in Lake Waikopiro a reality.

Cr Niblett asked a question regarding waterfowl monitoring. He stated that we have a waterfowl habitat plan, but do we have a waterfowl management plan? How does this sit in the whole duck management unit?

Staff said they could make this happen as it will be a natural progression to include a waterfowl management plan, following on from the waterfowl habitat plan. Hunter participation and satisfaction also needs to be included.

Cr Williams then broached the subject of the Hawkes Bay Fish and Game website, stating that all the Agendas and the Minutes seem to have disappeared apart from the latest two.

Christine informed Council that New Zealand Fish and Game want to keep the website fresh and not have years' worth of agendas and minutes up online. Christine said that she had spoken to Mark and Mark was comfortable with the Agendas and Minutes from the last 12 months being up online and to delete any ones older than 1 year. Agendas for the last 3-4 years have been on our website historically. Christine said that she had sent an email to Ritchie Cosgrove to amend accordingly but Ritchie had made a mistake and removed all of the Agendas and Minutes except for the previous two. Christine said that she has some control over our regional web pages and can put the Agendas and Minutes back up but cannot delete them. Only Ritchie can remove content. Hopefully this helps maintain a standard format across the entire website. The website is an excellent tool for getting information out there quickly and linking with Facebook and our electronic newsletters.

Cr Duley referred to the catch and release video that Ritchie put together and spoke about the first two episodes of Pure Fly NZ that have been aired. Councillors were concerned that Fish and Game were sponsoring this TV series and that best fish handling techniques were not being promoted. Fish and Game should be leading from the front on this matter and raising the bar of what is required. The Chairman asked Mark to send a letter to NZ Council raising the Council's concerns. It was a perfect opportunity at the start of the new fishing season to promote best practise when it comes to releasing fish.

Councillors asked about the Otane wastewater consent. Mark advised the Council that he had obtained advice from Peter Wilson on that particular submission. The Council advised that this has been an ongoing issue for approximately 25 years and explained some of the history.

14.2 Health and Safety

Tabled and accepted.

14.3 Finance Report

Council discussed Annual Leave and TOIL. Christine said that there was some TOIL that ran over into this financial year and we were higher than we should have been with holidays as some of the staff weren't quite under the standard threshold of 20 days annual leave at the end of the financial year. No TOIL should be carried over and should be used within two weeks of earning it.

AGREED

14.3 “That the following payments be approved”.

<i>July 2017 Table 3</i>	<i>\$39,818.55</i>
<i>August 2017 Table 4</i>	<i>\$31,130.43</i>
<i>TOTAL</i>	<i>\$70,948.98</i>

Hern/Williams

14.4 Licence Report

2016-2017 Fish Licence Sales

Licence sales – a total of 98.2% of the annual sales target has been achieved. Sales are reported to be 5.5% below licences issued for the same period last year. Mark said that the season started slowly last year as the rivers were in flood and we struggled to catch up after that. Mark added that it was a different story this season as many of the rivers were fishable and our licence sales were up by 16.4% on last year. Most of the other regions are only up by 2-3% in comparison.

Christine said that she visited the licence agents recently and thanked them for a great start to the season. Christine also stopped off at the various I-Sites and dropped off some of our access pamphlets and provided them with licence information. Agents said that it was a busy start to the fishing season. Christine provided the agents with some basic training to ensure that the correct information is being entered and collected and that the correct licences are being sold.

Council said that it would be useful to provide a graph of licence sales over the years so that trends could be identified. Mark agreed to provide an update at the next meeting.

2017 Game Licence Sales

Total Game sales YTD have decreased by 2.8% when compared to the same period last year and a total of 97.7% of the annual sales target has been achieved.

Licence report accepted.

15.0 GENERAL BUSINESS

WCO

The Chairman asked Councillors if everyone was happy with the WCO.

Mark confirmed that the hearing will be split. The upper catchment (upstream of Whanawhana) will be heard first. Mark informed Council that evidence from all applicants was due on Friday. The experts have got their evidence together and Mark said he has done one on behalf of Hawkes Bay Fish and Game as a regional overview and the experts will be providing the detail.

Management Agreement

Council discussed the last management agreement with Eastern Region which was not signed. Councillors all agreed that we need to have some sort of Management Agreement in place. Mark is going up next week to meet with the Auditor and he will discuss it with Andy Garrick and report back to Council at the November Council meeting.

Next meeting in November will also be the Annual AGM as well. Cr Duley said that he could not attend due to other work commitments.

Details of the AGM must be advertised in the local newspapers ten days prior to the meeting.

Council discussed staff structure and the Chairman suggested that Hawkes Bay Fish and Game staff have a 360 review like the one that Councillors did recently. It was suggested to get somebody in to do this staff review. Council also asked for an annual review of Mark to occur around the same time as January will mark 12 months since he has commenced as Manager.

16.0 MEETING CLOSES

There being no further business, the meeting closed at 9.34pm.

CONFIRMED

CHAIRMAN

DATE: / /

SUMMARY OF RESOLUTIONS

AGREED

3.1 *That having previously circulated to members, the minutes of the meeting of the Hawkes Bay Fish and Game Council held on Tuesday 8th August 2017 as a true and correct record. [17/10/3.1]*

Hern/Niblett

AGREED

8.1 *“That these policies will be adopted as Fish and Game New Zealand’s national policy” [17/10/8.1]*

Williams/Duley

AGREED

9.1 *“That Hawkes Bay Fish and Game start a research programme to monitor the effects on beach raking on the fisheries”. [17/10/9.1]*

Hern/Duly

AGREED

11.1 *“That 57K (Donation monies) to put on a term deposit”. [17/10/11.1]*

Williams/Hern

AGREED

11.2 *“That Council receives the draft reports comprising the Statement of Service Performance, Chairman’s reports and draft Financial Statements for the 2016-2017 year, and identifies any changes required before finalising the Performance Report for the 2016-2017 year”. [17/10/11.2]*

Williams/Hern

AGREED

12.1 *“That Council has considered the request from the NZFA and are happy to seek a change to the method of take in the 2018 game bird regulations”. [17/10/12.1]*

Duley/Niblett

AGREED

14.3 "That the following payments be approved". [17/10/14.3]

<i>July 2017 Table 3</i>	<i>\$39,818.55</i>
<i>August 2017 Table 4</i>	<i>\$31,130.43</i>
<i>TOTAL</i>	<i>\$70,948.98</i>

Hern/Williams

6. CONFLICT OF INTEREST REGISTER

Ref: 7.02.01

7 November 2017

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 matter¹ 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:

¹ “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.

- (i) There is a realistic connection between the member's private interest(s) and the interest(s) of 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. The register is to be signed at each meeting by all Councillors regardless of whether Councillors have a conflict of interest or not.

7.0 2016-2017 PERFORMANCE REPORT

Ref: 8.03.04

14 November 2017

1. Purpose

To adopt the Performance Report for the 2016-2017 year.

2. Background

The Performance report for the 2016-2017 year has been completed and audited by Owen McLeod. The draft Performance Report was provided for consideration at the October Council meeting and a final copy is included with the November Papers for Information which includes the Independent Auditor's Report.

3.0 Reporting Standards

This year the Performance report has been prepared under a Public Benefit Entity Simple Format reporting - Accrual (Public Sector) (PBE SFR A (PS)). This was first introduced in the 2014/15 year end.

4.0 Variance against Budget

Profit for the year was \$32,241 against a budget deficit of (\$8,801). In summary, Revenue was ahead of budget and expenses were within budget.

An overview of the year-end result and discussion of variances follows below:

4.1 Income

The total revenues for the 2016-2017 year are ahead of budget by \$55,844. This total was made up primarily from the following:

Amount	Note
-\$1,232	Below budget overall however, Fish Sales were above budget but Game down.
+\$38,834	Grants and donations – National Legal Fund
+\$18,224	Other revenue - NZ GBHT, Liberations contract and Insurance Claim

4.2 Expenditure

4.2.1 Species

The total direct expenditure related to species projects was \$10,502 under budget. All projects were under budget – apart from Releases which was over budget by \$2,085 (with a corresponding income).

Within Population Monitoring the direct expenses was under budget by \$8,612. Datawatch was completed as budgeted. The Lake Tutira Creel Survey did not eventuate (no direct costs) because of the high presence of algal blooms over the summer months and low numbers of anglers. The River Fisheries drift dives did not occur due to the rivers being in flood late in the season. Under budget for the year for Waterfowl monitoring by \$5k. The Game Hunter survey (Harvest Assessment) was under budget by \$1,300.

Game farm expenses \$2,865 under budget.

Releases costs were over budget by \$2,084. This related to the additional contract of 100 2 and 3-year olds for Craggy Range Winery.

4.2.2 Habitat

Over budget in this area by \$48,275.

Resource management with the legal costs associated with RWS and the HBRC policy appeal was \$37,519 over budget. These costs have been reimbursed by the NZC Legal Fund.

Works and Management was also over budget by \$3,597– This relates to the digger work and transport.

Assisted habitat is over budget by \$7,159 – this relates to the costs for the work undertaken on private land – a corresponding income from the NZ Game Bird Trust.

4.2.3 Angler & Hunter participation

The total direct expenditure related to these projects was \$4,746 under budget. All projects were under budget.

4.2.4 Public Awareness

Met budget for the year – Direct costs included a gazebo, and advertising in the Farming Outlook.

4.2.5 Compliance

The overall direct expense in the Compliance Output was under budget by \$12.

4.2.6 Licensing

Licensing costs were lower than budgeted (\$3,230). The reason for this is our commission costs are reducing as we move towards licences being purchased online rather than through Agents. In the past we have budgeted for commission to be 5% of the licence fee - in fact it was 4.33% of Licence revenue.

4.2.7 Council

Council related expenditure was \$1,305 under budget. This relates to reduced meeting expenses.

4.2.8 Planning & Reporting

Planning and reporting expenditure is \$5,120 under budget. Costs budgeted for the Management Plan were not utilised in the year.

4.2.9 Administration

The administrative expenses have been split into Employee related costs and Other expenses.

- Employee related expenses were over budget by \$7,738. Salaries and wages are over budget by \$10,467 (5%) The reason for this relates to the accrued holiday pay for the new staff members. At the end of 2015/16 year this was very low and over the year this figure has increased. This is a one off and if holiday accruals are maintained at same level the wages and salaries budgets for the year should be met going forward.
- Other Expenses were under budget by \$16,421. The main areas of savings in this area were Office premises – maintenance budget was utilised as it was not needed. Vehicles was also under budget by \$11,109 - (3 cars budgeted to run for the year - but only 2 cars used).

4.2.10 Depreciation

In line with budget. \$21,905.

4.2.11 NZ Fish & Game Levies

The levy of \$21,905 was in line with budget.

5.0 Financial Position

5.1 Liquidity

The Council's financial position remains secure with current liquidity ratios, which indicate the amount of working capital or quick assets available of some \$4.12 (2015/16 \$3.94) of current assets to every \$1 of current liabilities.

The Statement of cash flows highlights that cash received from operating activities for the year was \$53,773 compared to last year \$98,474. The decrease in cash on hand at year-end of \$60,037 is a makeup of the inflow from operating \$53,773 and the transfer of cash to investments \$113,810 (outflow). This is a very healthy position to be in.

5.2 Debtors

The figure of \$27,954 is largely made up of current debtors (2014-16 figure, \$18,186). Eyede makes up 63% of the Debtors. All of these have been paid in September and October 2017.

5.3 Fish & Game Reserves

This is represented by the ratio of annual expenditure budget to net assets. The generally accepted figure within Fish and Game New Zealand is that each Council will maintain net assets (excluding restricted reserves) of between 30 and 50% of the annual expenditure budget. With an expenditure budget of \$383,408 and net assets of \$212,551 (excluding Restricted reserves), the Hawkes Bay Region maintains assets equivalent to 46% of annual expenditure.

5.4 Dedicated and Restricted reserves

Note 5 (page 20) in the Accounts gives a summary of the Restricted and Dedicated reserves. These include Donations received for specific projects and the Back-Country Fisheries reserve which has been created with the establishment of the Non-Resident licence fee.

6.0 Statement of Service Performance

The Statement of Service Performance on Page 24 of the Performance Report includes information on each output area. This area describes the outputs, performance measurers and the outputs. It also takes the direct costs from the Financial Statements and allocates staff time and overheads into each of the project output areas.

The Total Expense in each project is therefore a combination of the:

1. Direct Cost
2. Staff time allocated to the project and,
3. Overhead rate.

Note 10 on page 23 gives a good picture of the Actual vs. Budget hours for each output. Note the Budget hours were 4,687 and the Actual hours were 4,772.

The overhead rate is determined by the Total Overheads divided by the Hours. Because the Actual hours are more than budget the overhead rate in Actual terms is lower than budget. The

Budget Overhead rate is \$66.98 (313,945/4,687 hours) the Actual overhead rate is 63.11 (300,693/4,772 hours)

As you read the Statement of Service performance it is worthwhile to refer to page 23 "Note 10: Allocation of overheads to output areas" to understand how the hours and the overhead rate impact on the allocation.

6.0. Recommendations

6.1 That Council adopts the Performance Report for the 2016-2017 year.

8.0 2018 GAME SEASON CONDITIONS

Ref: 1.07.03

7 November 2017

1. Purpose

To determine the game season conditions for the 2018 hunting season.

2. Background

Issues relating to game season regulations for the upcoming season were identified at the October meeting of Council. Council has established policies and criteria for determining game season regulations. Current policies are set out in Appendix 1 to this Agenda Item. Game season conditions based on these policies are finalised for recommendation to the Minister of Conservation once population information is available from summer monitoring programmes.

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 (see **Error! Reference source not found.**).

3. Issues identified for consideration

3.1. The season length for mallards may be impacting on the status of regional populations by affecting the survival of hens, and potentially, the recovery of depressed populations. Analyses of mallard band recoveries in both the Eastern and Hawkes Bay Regions suggest season length negatively impacts on hen survival. Results from last season's banding indicate that Hawkes Bay Fish & Game regulations for 2018 fall close to the threshold between a restrictive season and an intermediate season.

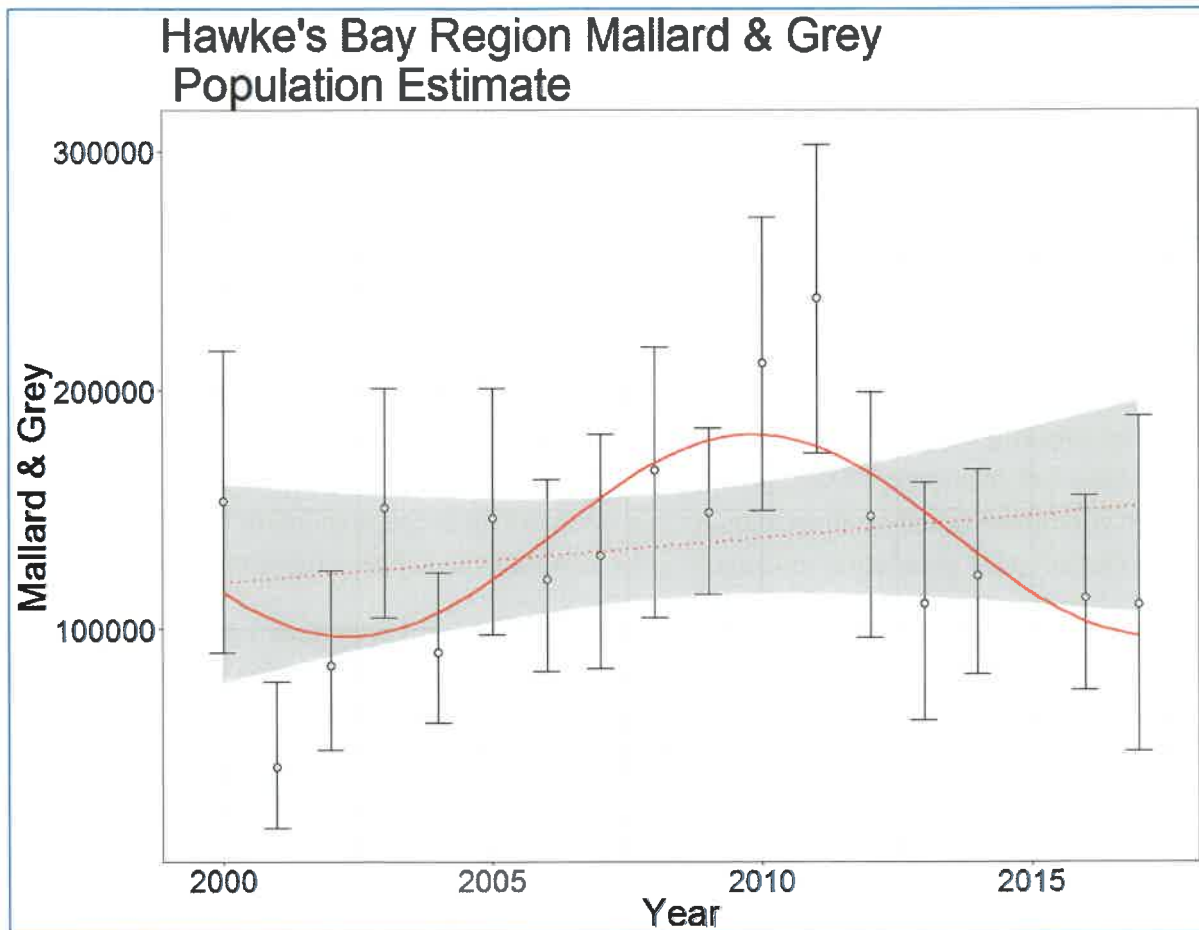


Figure 1. Estimate of the Hawke's Bay Region mallard and grey duck population (circles = mean \pm 95% credible interval) 2000 – 2017. The red dotted line is the linear model (\pm 95%CI; grey shaded area) and the solid line is the cyclical model. If the population is at or below 100,000 a restrictive season applies, above 100,000 and at or below 200,000 an intermediate set applies and above 200,000 a relaxed set of regulations apply.

3.2. Shooting hours stop when it is too dark to properly identify targets and it has been suggested that shooting hours should be shortened further to reduce the likelihood of hunters misidentifying their target.

3.3. Despite a relatively stable paradise shelduck population (2017 Trend Counts) the harvest (Hawkes Bay Game Hunter Survey 2017) is increasing which could have an impact on the population.

4. Recommendations

4.1 That Council re-affirms the threshold approach to setting mallard and grey duck harvest regulations (where grey duck are treated as mallard due to the difficulty in distinguishing between the species).

4.2 That 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.

- 4.3 *That Restrictive conditions for the 2018 game season comprise 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 comprise a 6-week season with a bag of 8 mallard and grey duck; and Relaxed conditions comprise an 8-week season with a bag of 10 mallard and grey duck.*
- 4.4 *That the 2018 season conditions for shoveler duck be a two bird bag limit for six weeks.*
- 4.5 *That paradise shelduck thresholds and conditions remain as they are and the 2018 regulations be based on January 2018 monitoring results.*
- 4.6 *That Council maintain the length of the pukeko season to coincide with that for pheasants.*
- 4.7 *That black swan thresholds remain the status quo but the bag limit if Restrictive conditions apply be increased from none to one, and the 2018 regulations be based on January 2018 monitoring results.*
- 4.8 *That Council determine whether it wishes to change shooting hours from the status quo.*
- 4.9 *That the remaining conditions for 2018 are as per those that applied in 2017 and/or are set out in Appendix 2.*

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 2: PROPOSED 2018 GAME SEASON SCHEDULE HAWKES BAY

Season Species	Season Duration (dates inclusive)	Daily Bag Limit	Hunting Area
Mallard/grey duck	<i>Subject to Monitoring</i>		All areas
NZ Shoveler duck	5 May to 17 June 2018	2	All areas
Paradise shelduck Paradise shelduck	<i>Subject to Monitoring</i>		All 23 or 24 February 2019 (juniors only and at designated sites)
Pukeko	5 May to 26 Aug 2018	10	All areas
Black swan	<i>Subject to Monitoring</i>		All areas
California quail	5 May to 26 Aug 2018	10	All areas
Cock pheasant	5 May to 26 Aug 2018	2	All areas excluding upland game properties with special conditions specified in clause 4 for the region.
Pheasants, both sexes	5 May to 26 Aug 2018 6 April 2019 to 3 May 2019	No limit	Upland game properties with special conditions specified in clause 4 for the region
Red legged Partridge	5 May to 26 Aug 2018 6 April 2019 to 3 May 2019	No limit	Upland game properties with special conditions specified in clause 4 for the region
Pheasants, both sexes	27 Aug to 30 Sept 2018	No limit	Upland game properties with special conditions specified in clause 4 for the region (junior hunters only)

Shooting Hours
6.30am to 6.00pm

Decoy Limit
No limit.

Magazine Restrictions

No person may hunt or kill game birds, as specified, within the Hawkes Bay region with any magazine extensions on a shotgun of a calibre 10 gauge or less.

Magazine shotguns must be restricted in such a way that the shotgun is incapable of holding more than two shells in the magazine, with no more than 3 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

Glencoe Station: Located in Central Hawke’s Bay 8 kilometres south of Maraekakaho on State Highway 50. The property is 1200 hectares bounded by farms off Whakapirau Road to the west, Ruakawa Road to the south, Glencoe Station Road to the east and State Highway 50 to the north, and private farm land on each side. These farms are owned by Mark Taylor, Graham De Gruchy, John Mulcaster, Nick Buckholt, John McPhee and Edwards’s brothers”. The “Glencoe” property is owned by Colin Lindsay.

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

Ngamatea Station: Being the property north of the Napier-Taihape Road and bounded by the Taruarau River to the east, the Rangitikei River to the west and the Waingakia Stream to the north. The “Ngamatea” property is owned by the Apatu-Ngamatea Trust. 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.

Thurlsholm Farm: Lot 1 DP 27353 Block V1 V11 X Matapiro Survey District, bounded by Crownthorpe Settlement Road and A. Burnside on the north side, Magill Estate on the west, Kikowhero creek to the south and B. Gibson to the east. Owned by the Strathallan Trust.

Highland View: Sec 7 PT Sec 1 PT Lot 1DP8721 Lots 1 2 DP,16047 PT Lot 1 DP 16143 Blks 111 1V, Matapiro SD – Houhere located on Flag Range Road, Sherenden. The property is owned by the Watson Family Trust.

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

9.0 LAKE TUTIRA

Ref: 2.07.02

10 November 2017

1. Purpose

To seek Hawkes Bay Fish & Game Council's approval to spend up to \$5,000 on native plants for planting at Lake Tutira.

2. Background

The number of trout liberated into Lake Tutira during the 2017/18 year has been reduced this season from 5,000 trout down to 2,000 trout until conditions improve within the lake. Some of the money saved by reducing the size of the liberation this year has been earmarked towards "*monitoring the Lake Tutira trout fishery and working with Iwi and other agencies to help improve water quality*" as described in our current Operational Work Plan. This project has an assigned budget of \$5,000. Monitoring of the trout fishery will occur in conjunction with other agencies (DOC, HBRC) with the main costs associated with that part of the project being staff time.

Significant progress has been made by the Tutira Mai Nga Iwi Governance Group to improve water quality in the short term and the recent installation of the bubbler system at Lake Waikopiro has been a significant milestone. Hawkes Bay Fish and Game are a partner alongside Maungaharuru Tangitu Trust, Department of Conservation, Hawkes Bay Regional Council, Hastings District Council, Guthrie-Smith and local land owners.

At the 10 November 2017 hui, Mark asked the group for suggestions as to how some of this money could be spent and a number of different ideas were discussed. Unfortunately, the project is not currently at a stage where wetland development at the northern part of the lake is possible during this financial year.

An area of land on the eastern side of Lake Tutira has recently been cleared of willow and pest plants as part of the Tutira Mai Nga Iwi project. The area is due to be planted with a variety of native plants in June 2018. The proposed plant list includes a large proportion of *Carex secta* and *Carex virgata* which can also provide habitat for various waterfowl species. The planting project could also provide an opportunity for members from the various angling clubs to attend and help plant this area and help give something back to this special area. Significant progress is being made towards improving both of these lakes in the short and long term and it would be good to be able to contribute to the great work already being done.

3. Recommendation

3.1 That Council approves the use of \$5,000 to assist with this large-scale revegetation project at Lake Tutira.

10.0 DATE FOR COUNCIL MEETINGS IN 2018

Ref: 7.02.01

7 November 2017

1. Purpose

To set Council's 2018 meeting dates.

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 November 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.

The Hawkes Bay Council has in past years set its annual schedule at the February meeting when the proposed meeting dates for the New Zealand Council meetings have been advised, but these dates are now available and if it wishes to do so Council can decide now what dates it wishes to meet on for all of its meetings in 2018. Council may also wish to review the time at which it meets and the venue.

Proposed meeting dates and key issues for discussion.

	Date	Key Issues
1	13 February 2018	<ul style="list-style-type: none">• Council Priorities
2	3 April 2018	<ul style="list-style-type: none">• OWP – initial draft• Anglers Notice – initial consideration
3	12 June 2018	<ul style="list-style-type: none">• Licence Fee• OWP – 2nd draft• Anglers Notice – finalise recommendations
4	7 August 2018	<ul style="list-style-type: none">• Finalise OWP
5	16 October 2018	<ul style="list-style-type: none">• Game Conditions – initial consideration• Annual Performance Report - draft
6	27 November 2018	<ul style="list-style-type: none">• Game Conditions – finalise recommendations
AGM	27 November 2018	<ul style="list-style-type: none">• Present Annual Performance Report

The Hawkes Bay Council has typically met at 6pm and this also needs to be reviewed.

3. Recommendation

3.1 *That Council decides on the time, dates and locations at which it meets in 2018.*

11.0 DRAFT SPORTS FISH AND GAME MANAGEMENT PLAN

Ref: 8.01.01

16 November 2017

1. Purpose

To discuss the second draft 10-year Sports Fish and Game Management plan for the Hawkes Bay region and seek feedback from Councillors before the draft plan goes out for wider public consultation.

2. Background

The Sports Fish and Game Management plan sets out the strategic direction for managing the fish and game resource in the Hawkes Bay Fish and Game region over the next ten-year period. It describes the vision and objectives for management and defines policies and methods that will be used towards these longer-term goals. The previous Hawkes Bay Sports Fish and Game Management plan expired in 2015 and staff have been working to create a new draft management plan for the next ten years. It has been modelled on Eastern's management plan that was finalised in 2014.

An initial draft of the plan was presented at the October 2017 Council meeting and feedback from Councillors was sought. Councillors provided feedback and staff have taken that feedback onboard in the preparation of a second draft for consideration. Further input has been provided by Peter Wilson on the RMA component.

3. Recommendations

- 3.1 *That Council provide staff with any additional feedback on the 10-year draft Sports Fish and Game Management Plan prior to it being circulated more widely for public consultation.***
- 3.2 *That Councillors select a panel of three Councillors to form a committee to deal with any submissions received.***

12.0 DEPARTMENT OF CONSERVATION MANAGED PROPERTY

Ref: 2.04.07

16 November 2017

1. Purpose

To review the potential and suitability of the Department of Conservation (DOC) managed property near the Waipawa River for game bird habitat.

2. Background

Compared to many other Fish and Game regions in New Zealand, Hawkes Bay has very few areas that have public access for game bird hunting and the public areas that are open for public vary widely in the quality of habitat. There is a need to improve habitat on these areas that are open for public hunting to increase hunting opportunities and better manage game bird populations.

There is an opportunity for Hawkes Bay Fish and Game to work with DOC on a 40-hectare piece of conservation land in Central Hawkes Bay. The area of conservation land is just downstream of Highway 50 on the Waipawa River. Preliminary discussions with DOC have indicated that they would be agreeable to Hawkes Bay Fish and Game managing the property and establishing some game bird habitat.

This opportunity was discussed at the August 2017 Council meeting and a report was included with the Papers for Information. At that meeting Councillors said that it could be a good way to increase hunting opportunities especially for those wanting to learn, but costs needed to be weighed up and a plan produced. An updated plan and estimated budget has been included in the Papers for Information with this agenda.

3. Recommendation

3.1 That Council considers the updated report and determines whether staff should continue to investigate this property as a potential site for improved game bird habitat.

13.0 HAWKES BAY FISH AND GAME 5 YEAR STRATEGIC WATERFOWL HABITAT PLAN

Ref: 1.00.06

16 November 2017

1. Purpose

To discuss the draft 5-year strategic waterfowl habitat plan for the Hawkes Bay and seek feedback from Councillors.

2. Background

Staff prepared a draft 5-year strategic waterfowl habitat waterfowl plan for Council to review and provide feedback on at the August and October Council meetings. Staff have modified the draft plan based upon feedback received. A copy of the draft plan has been included with the Papers for Information with the additional material highlighted in yellow.

3. Recommendation

3.1 *That Councillors approve the 5-year strategic waterfowl habitat plan.*

14.0 REVIEW OF REGIONAL MANAGER'S PERFORMANCE

Ref: 9.01.00

9 November 2017

1. Purpose

To review the Regional Manager's performance over the past 12 months.

2. Background

At the October 2017 Council meeting, the Chairman mentioned in General Business that it was timely that Councillors reviewed the Regional Manager's performance as he has been in the role for almost a year. The Manager's performance should be reviewed on an annual basis. A committee of three Councillors, including the Chairman, needs to be selected to undertake this review.

3. Recommendation

That Councillors approve a review of the Regional Manager's performance and select a committee of three Councillors to undertake the review.

15. LIAISON OFFICERS REPORTS

15.1 EAST COAST/HAWKES BAY CONSERVATION BOARD

15.2 REPORTS FROM OTHER AGENCIES

15.3 REPORTS FROM NEW ZEALAND COUNCIL

16. OPERATIONAL REPORTS

16.1 MANAGEMENT REPORT

7 November 2017

SPECIES MANAGEMENT

1111 Regional Didymo Surveillance

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

River Fisheries Investigations

Staff have been in contact with Cawthron staff to identify some monitoring projects aimed at determining the effects of beach raking. Staff have also held discussions with HBRC staff and DOC regarding beach raking and what monitoring options are available to start in the short term. We also discussed trout and eel monitoring at Tutira, flow monitoring in the Ngaruroro and Tukituki and continuation of the juvenile trout condition work with a focus on the Tukituki and its tributaries.

1112 Data watch returns for the 2017-18 season

No tagged trout returns received so far, this season from Lake Tutira.

1114 Lake Tutira

Please refer to Lake Tutira agenda item.

1116 Game Bird Trend Counts

Staff conducted the 2nd year of pheasant crow counts along the river corridors.

1117 Game Bird research

Staff attended the Game Bird Research Committee meeting in Wellington on 26 October. We are working with a local farmer to set up a waterfowl monitoring program around his farm ponds which are being retired and planted up to provide habitat.

1121 River Fisheries Creel Surveys

Anglers are still being encouraged to complete online angling diaries now that the new season has commenced. The information gathered is summarised each month and used to help produce Reel Life newsletter with up-to-date information. Over 50 individual entries have been submitted so far, this season.

1151 Game Farm Operations

Staff have cut back some of the raupo regrowth that was occurring where it had been previously cleared.

1152 Game Farm Maintenance

The parking lines and disabled parking space in the main car park have been resprayed by a volunteer. Pampas grass has been sprayed around the grounds and by the shade house. A water

timer has been fitted to the shade house and the irrigation system has been repaired. Currently we have some plants growing in the shade house for future habitat projects.

Flax plants have been trimmed by volunteers in the overflow car park and a garden hose reel has been mounted at the back of the office building. The large highway billboard sign has been lowered by approximately 75cm in height by contractors. Grass around sheds, pump shed, and old rearing pens has been maintained. Cattle are currently grazing the maize paddock. Predator control is also ongoing around the Game Farm site and staff house.

1161 Liberations

The liberation of 2,000 rainbow trout into lakes Tutira and Waikopiro is planned for 7 December. This is the only liberation planned for these lakes during the 2017/18 season. The annual liberation of trout was reduced to 2,000 trout this year until conditions in Lake Tutira improve. A proportion of the money saved will be put back into habitat enhancement work around these two lakes.

There is an option to liberate 500 browns into the Maraetotara Stream at the same time. We plan to liberate 50 tagged rainbows into Lake Hawkston to complete this annual liberation as well. Craggy Range Winery have also enquired about purchasing some display trout for their pond.

1181 Game Bird Control

We have issued 2 permits to disturb pukeko to landowners that are experiencing crop damage.

HABITAT PROTECTION AND MAINTENANCE

1211 RMA Planning

We continue to attend and contribute to the TANK process which is currently looking at limit setting for rivers and ground water. Staff are also involved in the Wetland and Lakes Working Group and the Water Augmentation Working Groups within the TANK process. Currently, the Water Augmentation Working Group is looking at future water demands to determine if there is a need for water storage and what options are available. The Wetland and Lakes Working Group is currently looking at what are the current protections around wetlands and how to encourage landowners to enhance and protect their wetlands.

We submitted our comments to the Napier City Council Ahuriri Estuary and Coastal Edge Master Plan. Staff shared concern over planned expansion of cycleways into areas that are used by game bird hunters. Also, concerns were raised around the impact of recreational activities on breeding waterfowl in the upper estuary. We did support the expansion of wetlands throughout the estuary and the use of treatment wetlands to improve water quality in the estuary.

1212 Consent Applications

Staff review weekly consent applications emailed out by HBRC.

1213 Ngaruroro WCO

The last month has been a busy time for the WCO process. Update provided by Alistair Beveridge from the Catalyst Group. Key activities have included:

- Finalisation of expert evidence and provision to the Special Tribunal (22 separate pieces of evidence, including 7 witnesses for F&G) – 20 October
- Submitter evidence lodged – 29 October
- Expert caucusing on native fish and birds, and water quality – 3 November
- Hearing started – 14 November

By the time you read this, the co-applicants will have completed presentation of their case to the special tribunal, and submitters for/against the WCO will be well through presenting their cases to the special tribunal. 69 submitters will be heard – evenly split between those supporting/opposing the WCO.

The Stage 1 hearing (the WCO process has been split, with separate hearings for the upper and lower Ngaruroro catchments. The lower catchment, or Stage 2, hearing is not due to start until mid-2018 once the TANK science is completed) is scheduled to finish on 7 December, with closing comments from the co-applicant's lawyer.

The special tribunal panel will be undertaking a site visit of the upper Ngaruroro catchment once the Stage 1 hearing is completed.

Full details of the application, hearing process, expert evidence, submissions etc can be found on the following dedicated website - <http://www.epa.govt.nz/Resource-management/wco/Pages/default.aspx>

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 have met with 9 landowners to provide advice on game bird habitat enhancement on their properties. Two of these properties have council drains on which the landowners want to enhance. We have worked with the Hawkes Bay Regional Council on one of the drains which they will be providing plants for enhancement work. The second drain, we are still in discussions with the HBRC about the possibility of creating a wetland within the drain to create habitat and provide waterfowl cover. On 2 other properties, we are working with the HBRC Land Management Team to provide advice to landowners on riparian and wetland enhancement on their properties. The rest of the landowners have either wetlands or farm ponds that they want to enhance or restore. Staff are working with landowners to find funding for these projects.

We are developing relationships with the HBRC Land Management Group and Farm Forestry to combine expertise and funding to provide game bird habitat and improve water quality on farms.

ANGLER AND HUNTER PARTICIPATION

1311 Angler Access

Staff are currently working with the land owner at the Blind Road access point on the Tukituki River to improve access arrangements and minimise issues in this area. Lake Hawkston opportunity promoted on Facebook.

1312 Signage

Staff have ordered 30 new signs to upgrade 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 October and also shared it via Facebook.

1333 Fish and Game Website

Five Facebook posts published during October. The Facebook site is continuing to grow and has provided a way for staff to regularly communicate with not only our licence holders but also other interested parties. A total of 325 page likes 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 different angling clubs regarding a junior workshop for 12-17-year old's.

1353 Angler/Hunter Enquiries

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

1361 Fish and Game Club Communications

A letter was sent out to gun clubs throughout Hawkes Bay to inform them of our initiatives to encourage youth participation in game bird hunting and shotgun shooting and help increase the skills of our game bird hunters.

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 HBRC works groups to discuss drain management and management of Pukeora ponds. We have met with the Hawkes Bay Regional Council science team over working with landowners to enhance and protect wetlands that the regional council has set up long-term monitoring.

1421 Public Communications

Staff gave a presentation to the Heretaunga Tramping Club on 25 October.

1441 Public Promotions

Hawkes Bay Fish & Game staff set up a stand at the Hawkes Bay A&P show on 19 and 20 October 2017.

1451 Education

Staff are working with Taikura Rundolf Stiener School on the development of a water feature and the creation of a small wetland on the school grounds. Two schools have approached us keen to undertake some learning activities at the Game Farm site.

COMPLIANCE

1511 Ranging

Honorary Rangers are continuing to range across the region.

Contacts 2017-2018 season (1/9/2017 to 30/10/2017)

So far, this season, Rangers have made 50 contacts with anglers. Three anglers have been encountered fishing without valid licences and are currently being processed.

A 14-year-old boy was interviewed for shooting two paradise shelducks by the lower Tukituki River out of season, without a hunting licence and with an air rifle. He was issued with a warning.

Offences YTD 2017/18 season	Number
Fish without licence	3
Hunt without a licence	1
Shooting paradise shelduck out of season	1
Hunting game birds with an air rifle	1

1521 Training

Staff are speaking with new Ranger applicants with four now requiring a two-day Ranger Safety training course. This course is likely to occur in Rotorua during early 2018.

1531 Prosecutions

Two offenders from the 2016/17 year are continuing to pay fines to Fish and Game via the Court.

LICENCING

1611 Licence Production and Distribution

Licence information and access pamphlets distributed to Napier, Hastings and Central Hawkes Bay I-sites on 13 October 2017.

1612 Analysis of Licence Information

See Licence Sales Report for further details.

1613 National Licence Management

Following on from the October 2017 Council meeting, Councillors requested LEQ licence sales from 1980 to 2017. This has been included in the Papers for Information.

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. Facebook post and email to all fishing clubs prior to Labour weekend promoting 4-day long weekend, licence options and an up-to-date fishing report.

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 13 October 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 Management Plan

Second draft presented to Council at the November 2017 meeting.

1832 Audit

Mark met with the auditor Gary Edwards from Owen McLeod on 26 October 2017 at the Eastern region office to complete the Performance Report for the 2016-17 year. Annual Performance Report completed for the 2016-17 financial year and presented to Council at the November 2017 Council meeting as detailed in this agenda.

ADMINISTRATION

1921 Staff Communications

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

1925 Employment

Employed Tom Winlove to assist with field work on a casual contract over summer. Tom is due to start on 23 November 2017.

1932 Staff House

Three quotes obtained for painting the exterior of the staff house and the roof. Refer to Papers for Information.

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

A routine service was completed on the Nissan vehicle on 16 October 2017.

16.2 HEALTH AND SAFETY REPORT

Ref: 9.01.07

8 November 2017

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 2017 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 go 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.

2. Monitoring and Reporting

Work Place Accident Register

As at 8 November 2017

Number of workplace injuries in 2017-2018 year	0
Number of workplace injuries in 2016-2017 year	0
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.

Staff discussed the vehicle policy and reviewed hours worked and travelling time.

Old chemicals held on site have been organised for proper disposal in the near future.

4. Training programme

Nathan's Grow Safe 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.

16.3 FINANCE REPORT

1.0 Purpose

To inform the Council of the current financial position and approve payments for the months of September and October 2017 and to approve the Financial Budget for the year ended 31 August 2018.

2.0 YTD Profit and Loss

The profit and loss summary for the 2-month period ended 31 October 2017 is attached (Table 2). This report documents the income and expenditure for the first two months of the new financial year. Note the first month of a Financial year often has reversals from the year end so some figures can be in Credit. The Profit and Loss reports the Direct Costs for the period.

Income

Licence Income

Licence sales for the month of September totalled \$57,023 (last year \$49,392). October Fish licence sales were \$60,681 compared to last year \$64,455. YTD Fish licence sales are \$117,703 against a Total Budget (for Fish) of \$292,322. A more detailed explanation of YTD sales performance is provided in the licence sales report.

Other Income

Other Income YTD is \$20,624 (See Table 1 below for a summary) The negative for the Interest is a result of the reversal of the interest accrual at 31 August 2017. \$18,960 has been received for the legal funding - this contra's the expenses within RMA. Rental from the staff house, meeting room and Glen Falls hut all contribute the income received to 31 October 2017. Sundry Income – of \$475 is from the rental of the banding traps and also an amount from PF Olson for the presentation by Nathan on the Protection of the Waterways.

Table 1: Other Income	Budget \$	Actual \$	Variance
Sundry	0	475	(475)
Rent - Maize	5,000	87	4,913
Liberations - Contract	0		0
Legal Funding	0	18,960	(18,960)
Reparations	0		0
Wetland Landowner Advice	0		0
Walking Access Grant	1,000		
DVD Sales	0	36	(36)
Advertising - Newsletter	1,500		1,500
Junior Hunt Sponsorship	0		0
Take a Child Fishing	2,000		2,000
Glenfalls Hut	1,000	152	848
Fines	1,500		1,500
Salaries Contract	2,520		2,520
Rent - Staff houses	9,000	2,000	7,000
Meeting Room Hire	2,000	739	1,261
Interest received	9,450	(1,825)	11,275
Donations	0		0
Total Other Income	34,970	20,624	13,346

Expenditure

September and October tend to be quiet months as far as spending goes. This year is no different – very small direct costs have been reported. This report was completed on the 14th November 2017, a few days short of the 20th. There may be some additional expenses and income that have not yet been processed into the accounts at the time of writing this report.

Depreciation

In line with the Financial Budget, depreciation has been calculated each month. Total Depreciation for the year is budgeted to be \$22,933 - The Monthly Depreciation will be around \$1,871 per month.

Species Management

A total of \$397 has been spent in the months of September and October. The main cost was for the lawn Services by Ace Lawncare, total \$320 for maintenance of the lawns and spraying.

Habitat

Within Resource Management, Legal expenses associated with the Plan Change 5 Appeal have been invoiced - total \$18,960. This has been on-charged to NZFGC for reimbursement.

Participation

Within Training, expenses relating to the Junior Hunt programme - \$58 - for food and \$21 relating to the purchase of a fish bin for storage of gear.

Public Interface

\$8 was spent on cable ties within Public Interface for September and October.

Compliance

The only expense within Compliance for September and October was for \$20 for snacks for the Rangers on opening day.

Licensing

Staff visited licence agents on 13 October in Napier, Hastings and Central Hawkes Bay to educate point of sales staff on a number of items. A morning tea was provided as a thank you for the great start to the season – costs for this \$41.

Commission relating to the September/October licence sales were reported \$5,105. This is in line with sales.

Council

Costs associated with the October meeting are reported - \$159 - this includes the food purchases.

Planning & Reporting

A credit is shown within the Reporting budget relating to our year end accrual of the Audit fee as per budget (\$2,142). (This relates to the yearend accruals and will reverse out when we pay the Audit fee later in the year).

The Quarterly levy was reported in October \$10,560 as per budget.

Administration

- Salaries. September salaries \$11,057 and October \$18,108.
- Rates were reported within Staff Houses in October 2017.
- The expenditure within the Office Premises relates to the cleaning contract \$140 per month, power, meeting room expenses and the Wormald annual service check and a new fire extinguisher for the meeting room.
- Office Equipment expenses included the monthly lease of the photocopier \$113 (each month).
- The standard Communications expenses are reported relating to telephones, stationery and photocopying.
- General expenses include the bank fees for each month. These include the Audit confirmation report fee and the Mastercard annual fee \$50 each.
- Within General Equipment – monthly small items purchased for storage (fish bins).
- Fuel, RUCs and registration are reported in Vehicles. Also, reimbursement for Ranging in a personal vehicle during a planned operation was included within this expense.

Table 2: Profit and Loss
Hawke's Bay Fish and Game Council
For the 2 months ended 31 October 2017

	Sep 2017	Oct 2017	YTD ACTUAL	Total Budget	Var to Budget	% Var
Income						
Licence Income						
Fish Licence Income	56,517	60,681	117,197	292,322	(175,125)	(60)
Game Licence Income	506	0	506	155,730	(155,224)	(100)
Total Licence Income	57,023	60,681	117,703	448,052	(330,349)	(74)
Other Income	16,943	3,681	20,624	34,970	(14,346)	(41)
Total Income	73,966	64,362	138,328	483,022	(344,694)	(71)
Operating Expenses						
Depreciation	1,871	1,871	3,742	22,933	(19,191)	(84)
1100 SPECIES MANAGEMENT						
1110 Population Monitoring	0	0	0	25,300	(25,300)	(100)
1120 Harvest Assessment	0	0	0	4,000	(4,000)	(100)
1150 Game Farm	21	300	320	17,000	(16,680)	(98)
1160 Releases	76	0	76	7,000	(6,924)	(99)
1180 Control	0	0	0	500	(500)	(100)
Total 1100 SPECIES MANAGEMENT	97	300	397	53,800	(53,403)	(99)
1200 HABITAT PROTECTION MANAGEMENT						
1210 Resource Management Act	17,687	1,273	18,960	2,000	16,960	848
1220 Works & Management	0	0	0	1,000	(1,000)	(100)
1230 Assisted Habitat	0	0	0	7,000	(7,000)	(100)
Total 1200 HABITAT PROTECTION MANAGE	17,687	1,273	18,960	10,000	8,960	90
1300 PARTICIPATION						
1330 New sletters	0	0	0	9,250	(9,250)	(100)
1310 Access	0	0	0	4,700	(4,700)	(100)
1360 Club Relations	0	0	0	250	(250)	(100)
1340 Informational Publications	0	0	0	800	(800)	(100)
1350 Angler & Hunter Training	79	0	79	2,500	(2,421)	(97)
1370 Fish & Game Huts	0	0	0	2,000	(2,000)	(100)
Total 1300 PARTICIPATION	79	0	79	19,500	(19,421)	(100)
1400 PUBLIC INTERFACE						
1440 Public Promotions	0	8	8	500	(492)	(98)
Total 1400 PUBLIC INTERFACE	0	8	8	500	(492)	(98)
1500 COMPLIANCE						
1510 Ranging	20	0	20	1,500	(1,480)	(99)
1520 Ranger Training	0	0	0	700	(700)	(100)
1530 Compliance/Prosecutions	0	0	0	500	(500)	(100)
Total 1500 COMPLIANCE	20	0	20	2,700	(2,680)	(99)
1600 LICENSING						
1620 Agent Servicing	0	41	41	750	(709)	(95)
1630 Commission	2,590	2,515	5,105	22,403	(17,298)	(77)
Total 1600 LICENSING	2,590	2,557	5,146	23,153	(18,007)	(78)
1700 COUNCILS						
1720 Council Meetings	0	159	159	2,500	(2,341)	(94)
Total 1700 COUNCILS	0	159	159	2,500	(2,341)	(94)
1800 PLANNING/REPORTING						
1810 Management/Strategic Planning	0	0	0	500	(500)	(100)
1830 Reporting/Audit	(2,142)	0	(2,142)	6,500	(8,642)	(133)
1840 National Liaison	0	10,560	10,560	42,539	(31,979)	(75)
Total 1800 PLANNING/REPORTING	(2,142)	10,560	8,418	49,539	(41,121)	(83)
1900 ADMINISTRATION						
1910 Salaries	11,057	18,108	29,165	243,217	(214,052)	(88)
1920 Staff Expenses	7	0	7	10,670	(10,663)	(100)
1930 Staff Houses	0	841	841	12,900	(12,059)	(93)
1940 Office Premises	307	469	776	8,200	(7,424)	(91)
1950 Office Equipment	113	113	226	2,960	(2,734)	(92)
1960 Communications/Consumables	614	624	1,238	12,450	(11,212)	(90)
1970 General	64	63	127	6,200	(6,073)	(98)
1980 General Equipment	21	0	21	3,800	(3,779)	(99)
1990 Vehicles	467	377	845	15,400	(14,555)	(95)
Total 1900 ADMINISTRATION	12,650	20,596	33,246	315,797	(282,551)	(89)
Total Operating Expenses	32,853	37,323	70,175	500,422	(430,247)	(86)
Net Profit	41,113	27,039	68,153	(17,400)	85,553	15

2.0 Variance report

The variance report is shown on the following page - Table 3.

The figures in this report are taken for the Profit and Loss above - however, this report includes the staff hours and the overheads and also other revenue allocated to the project.

The Budget hours include Eastern Budget hours. 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.

As we are only two months into the year, it is difficult to comment on variances. One area that has many hours allocated to it is RMA – 153 YTD with budgeted hours of 360. These hours reflect the work undertaken by staff on the areas of the Ngaruroro WCO and the Plan Change 5 Appeal.

Table 3: Region: Hawkes' Bay to 31 October 2017

Table 2: 2017/18 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME

Schedule B		EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		NET COST	%
Code	Project	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Variance	
1110	Population Monitoring	\$ 25,300	\$ -	722	67	\$ 46,228	\$ 2,422	\$ -	\$ -	\$ 71,528	\$ 2,422	\$ 69,106	3.4
1120	Harvest Assessment	\$ 4,000	\$ -	84	8	\$ 5,378	\$ 291	\$ -	\$ -	\$ 9,378	\$ 291	\$ 9,087	3.1
1130	Fish Salvage	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1140	Hatchery Operations	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1150	Game Farm	\$ 17,000	\$ 320	182	20	\$ 11,653	\$ 710	\$ -	\$ -	\$ 28,653	\$ 1,030	\$ 27,623	3.6
1160	Liberations	\$ 7,000	\$ 77	10	7	\$ 640	\$ 255	\$ -	\$ -	\$ 7,640	\$ 332	\$ 7,308	4.3
1170	Regulations	\$ -	\$ -	64	1	\$ 4,098	\$ 36	\$ -	\$ -	\$ 4,098	\$ 36	\$ 4,061	0.9
1180	Control	\$ 500	\$ -	17	4	\$ 1,088	\$ 146	\$ -	\$ -	\$ 1,588	\$ 146	\$ 1,443	9.2
	TOTAL - SPECIES MANAGEMENT	\$ 53,800	\$ 397	1,079	106	\$ 69,086	\$ 3,861	\$ -	\$ -	\$ 122,886	\$ 4,258	\$ 118,628	3.5
1210	RMA	\$ 2,000	\$ 18,960	360	153	\$ 23,050	\$ 5,573	\$ -	\$ 18,960	\$ 25,050	\$ 5,573	\$ 19,477	22.2
1220	Works & Management	\$ 1,000	\$ -	100	26	\$ 6,403	\$ 947	\$ 5,000	\$ 87	\$ 2,403	\$ 860	\$ 1,543	35.8
1230	Assisted Habitat	\$ 7,000	\$ -	200	0	\$ 12,806	\$ -	\$ -	\$ -	\$ 19,806	\$ -	\$ 19,806	0.0
1240	Assessment	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1250	Legal Expenses Reimbursed	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
	TOTAL - HABITAT PROTECTION & M	\$ 10,000	\$ 18,960	660	179	\$ 42,259	\$ 6,520	\$ 5,000	\$ 19,047	\$ 47,259	\$ 6,433	\$ 40,825	13.6
1310	Access	\$ 4,700	\$ -	162	9	\$ 10,373	\$ 328	\$ 1,000	\$ -	\$ 14,073	\$ 328	\$ 13,745	2.3
1320	Satisfaction Survey	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1330	Newsletters	\$ 9,250	\$ -	239	16	\$ 15,303	\$ 583	\$ 1,500	\$ -	\$ 23,053	\$ 583	\$ 22,470	2.5
1340	Other Publications	\$ 800	\$ -	148	5	\$ 9,476	\$ 182	\$ -	\$ -	\$ 10,276	\$ 182	\$ 10,094	1.8
1350	Training	\$ 2,500	\$ 79	324	71	\$ 20,745	\$ 2,568	\$ 2,000	\$ -	\$ 21,245	\$ 2,647	\$ 18,598	12.5
1360	Club Relations	\$ 250	\$ -	43	6	\$ 2,753	\$ 200	\$ -	\$ -	\$ 3,003	\$ 200	\$ 2,803	6.7
1370	Huts	\$ 2,000	\$ -	37	5	\$ 2,369	\$ 182	\$ 1,000	\$ 152	\$ 3,369	\$ 30	\$ 3,339	0.9
	TOTAL - ANGLER & HUNTER PARTIC	\$ 19,500	\$ 79	953	111	\$ 61,019	\$ 4,043	\$ 5,500	\$ 152	\$ 75,019	\$ 3,970	\$ 71,049	5.3
1410	Liaison	\$ -	\$ -	56	32	\$ 3,522	\$ 1,166	\$ -	\$ -	\$ 3,522	\$ 1,166	\$ 2,356	33.1
1420	Communication	\$ -	\$ -	60	22	\$ 3,842	\$ 801	\$ -	\$ -	\$ 3,842	\$ 801	\$ 3,040	20.9
1430	Advocacy	\$ -	\$ -	140	18	\$ 8,964	\$ 637	\$ -	\$ -	\$ 8,964	\$ 637	\$ 8,326	7.1
1440	Public Promotions	\$ 500	\$ 8	71	30	\$ 4,546	\$ 1,093	\$ -	\$ -	\$ 5,046	\$ 1,101	\$ 3,945	21.8
1450	Visitors/Education	\$ -	\$ -	140	21	\$ 8,964	\$ 765	\$ -	\$ -	\$ 8,964	\$ 765	\$ 8,199	8.5
	TOTAL - PUBLIC INTERFACE	\$ 500	\$ 8	466	123	\$ 29,837	\$ 4,462	\$ -	\$ -	\$ 30,337	\$ 4,470	\$ 25,867	14.7
1510	Ranging	\$ 1,500	\$ 20	200	19	\$ 12,806	\$ 692	\$ -	\$ -	\$ 14,306	\$ 712	\$ 13,594	5.0
1520	Ranger Training	\$ 700	\$ -	48	17	\$ 3,073	\$ 619	\$ -	\$ -	\$ 3,773	\$ 619	\$ 3,154	16.4
1530	Compliance	\$ 500	\$ -	88	9	\$ 5,634	\$ 328	\$ 1,500	\$ -	\$ 4,634	\$ 328	\$ 4,307	7.1
	TOTAL - COMPLIANCE	\$ 2,700	\$ 20	336	45	\$ 21,513	\$ 1,639	\$ 1,500	\$ -	\$ 22,713	\$ 1,659	\$ 21,054	7.3
1610	Licence Production	\$ -	\$ -	200	21	\$ 12,806	\$ 765	\$ -	\$ -	\$ 12,806	\$ 765	\$ 12,041	6.0
1620	Agent Servicing	\$ 750	\$ 41	96	24	\$ 6,147	\$ 874	\$ -	\$ -	\$ 6,897	\$ 915	\$ 5,981	13.3
1630	Agent Payments	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
	TOTAL - LICENSING	\$ 750	\$ 41	296	45	\$ 18,952	\$ 1,639	\$ -	\$ -	\$ 19,702	\$ 1,680	\$ 18,022	8.5
1710	Council Elections	\$ -	\$ -	5	0	\$ 320	\$ -	\$ -	\$ -	\$ 320	\$ -	\$ 320	0.0
1720	Council Meetings	\$ 2,500	\$ 159	480	78	\$ 30,734	\$ 2,823	\$ -	\$ -	\$ 33,234	\$ 2,982	\$ 30,252	9.0
	TOTAL - COUNCILS	\$ 2,500	\$ 159	485	78	\$ 31,054	\$ 2,823	\$ -	\$ -	\$ 33,554	\$ 2,982	\$ 30,572	8.9
1810	Management Plan	\$ 500	\$ -	50	20	\$ 3,201	\$ 729	\$ -	\$ -	\$ 3,701	\$ 729	\$ 2,973	19.7
1820	Annual Planning	\$ -	\$ -	106	9	\$ 6,787	\$ 310	\$ -	\$ -	\$ 6,787	\$ 310	\$ 6,477	4.6
1830	Reporting - Auditing	\$ 6,500	\$ (2,142)	230	109	\$ 14,726	\$ 3,970	\$ -	\$ -	\$ 21,226	\$ 1,828	\$ 19,398	8.6
1840	National Liaison	\$ 300	\$ -	60	0	\$ 3,842	\$ -	\$ -	\$ -	\$ 4,142	\$ -	\$ 4,142	0.0
	TOTAL - PLANNING/REPORTING	\$ 7,300	\$ (2,142)	446	138	\$ 28,557	\$ 5,009	\$ -	\$ -	\$ 35,857	\$ 2,867	\$ 32,990	8.0
		\$ 97,050	\$ 17,522	4,721	824	\$ 302,277	\$ 29,997	\$ 12,000	\$ 19,199	\$ 387,327	\$ 28,320	\$ 359,007	7.3
	OVERHEADS	EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		NET COST	%
		Budget	Actual					Budget	Actual	Budget	Actual	Variance	
1910	Salaries	\$ 243,217	\$ 28,283					\$ 2,520	\$ -	\$ 240,697	\$ 28,283	\$ 212,414	11.8
1920	Staff Expenses	\$ 10,670	\$ 889					\$ -	\$ -	\$ 10,670	\$ 889	\$ 9,781	8.3
1930	Staff Houses	\$ 12,900	\$ 841					\$ 9,000	\$ 2,000	\$ 3,900	\$ (1,159)	\$ 5,059	-29.7
1940	Office Premises	\$ 8,200	\$ 571					\$ -	\$ -	\$ 8,200	\$ 571	\$ 7,629	7.0
1950	Office Equipment	\$ 2,960	\$ 371					\$ 1,000	\$ 370	\$ 1,960	\$ 1	\$ 1,959	0.1
1960	Communications/Consumables	\$ 12,450	\$ 1,238					\$ -	\$ -	\$ 12,450	\$ 1,238	\$ 11,212	9.9
1970	General	\$ 6,200	\$ 188					\$ -	\$ 511	\$ 6,200	\$ (323)	\$ 6,523	-5.2
1980	General Equipment	\$ 3,800	\$ 21					\$ 1,000	\$ 370	\$ 2,800	\$ (349)	\$ 3,149	-12.4
1990	Vehicles	\$ 15,400	\$ 845					\$ -	\$ -	\$ 15,400	\$ 845	\$ 14,555	5.5
	Administration	\$ 315,797	\$ 33,247					\$ 13,520	\$ 3,250	\$ 302,277	\$ 29,997	\$ 272,280	9.9
	Total Overhead Net Cost									\$ 302,277	\$ 29,997		
	Total Outputs Staff Hours										4,721	824	
	Internal Cost Per Hour										\$ 64.03	\$ 36.43	

Table 3: Region: Hawkes' Bay to 31 October 2017

Table 2: 2017/18 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME

Code	Schedule C	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	397	1,079	106	69,086	3,861	0	0	122,886	4,258	118,628	3.5	
2	Habitat Protection & Management	10,000	18,960	660	179	42,259	6,520	5,000	19,047	47,259	6,433	40,825	13.6	
3	Angler & Hunter Participation	19,500	79	953	111	61,019	4,043	5,500	152	75,019	3,970	71,049	5.3	
4	Public Interface	500	8	466	123	29,837	4,462	0	0	30,337	4,470	25,867	14.7	
5	Compliance	2,700	20	336	45	21,513	1,639	1,500	0	22,713	1,659	21,054	7.3	
6	Licensing	750	41	296	45	18,952	1,639	0	0	19,702	1,680	18,022	8.5	
7	Councils	2,500	159	485	78	31,054	2,823	0	0	33,554	2,982	30,572	8.9	
8	Planning, Reporting	7,300	-2,142	446	138	28,557	5,009	0	0	35,857	2,867	32,990	8.0	
9	Administration													
	Total Overhead Staff Hours			1,872	338									
	TOTAL BUDGET	97,050	17,522	6,593	1,161	302,277	29,997	12,000	19,199	387,327	28,320	359,007	7.3	
	Licence Income 2016/17	Budget	Actual											
	2016/17 Fish licence	292,321	117,197	0.65243			Less Interest			(9,450)	1,825	% of Yr	17%	
	Less Commission	(14,561)	(5,103)				Plus Depreciation			22,932	3,742			
	Net Fish Licence Income	277,760	112,094				Plus Leave Accrual			0	0			
	2017 Game Licence Income	155,729	506				Plus Loss/Less Profit on sale			0	0			
	Less Commission	(7,841)					Plus Levy/Less Grant			42,239	10,560			
	Net Game Licence Income	147,888	506				Licence revenue			(425,648)	(112,600)			
	Total Licence Income	448,050	117,703				Less Other Income			0	0			
							Plus other Expenses			0	0			
	Total Net 2016/17	425,648	112,600				Approved Budget			(17,400)	68,153			
							Surplus/(Deficit) YTD							

3.0 Balance of Current Assets

Cash Position: \$422,989 (Including asset replacement reserves of \$78,128 and \$59,306 for Donations) as at 31 October 2017.

Table 4: Cash Position	31 Oct 2017	31 Oct 2016
Westpac Call Account	\$55,904.38	\$101,260.65
Westpac Current Account	\$3,609.13	\$2,442.89
Westpac Donation Account	\$59,306.30	\$59,228.66
Petty Cash & Licence Float	\$230.00	\$230.00
Westpac Term Deposit - 18ac	\$52,868.75	\$51,576.44
Westpac Term Deposit 012	\$60,637.73	\$59,268.55
Westpac Term Deposit 016	\$44,400.21	\$42,938.19
Westpac Term Deposit-019ac	\$101,745.21	\$0.00
Westpac Term Deposit 17ac	\$22,040.15	\$21,052.57
Westpac Term Deposit WildLife Fund	\$22,247.20	\$21,536.50
Total Current Assets	\$422,989.06	\$359,534.45

Debtors: Outstanding Debtors \$92,437 as at 31 October 2017 (\$89k owing from Eyede and \$16k from NZFGC) compared to 31 October 2016 \$112,295.

4.0 Bank Transaction

4.1 *That the payments for September 2017 and October 2017 be approved totalling \$108,611.96 as per Tables 5 and 6.*

5.0 Statement of Financial Position and Financial Performance & Statement of Cashflows– Budget 2017-18

The Public Finance Act 1989 requires that Council approve the Budget Statement of Financial Performance, Budget Statement of Financial Position, and Budget Statement of Cash flows. While this does not change any aspect of the OWP or the way we operate, it is necessary to complete this process.

Proposed budget figures for the Statement of Financial Position and Statement of Financial Performance and Cash flows are set out on the following pages. This information is directly obtained from the expenditure budget approved by Council in August 2017 and the anticipated income as determined by the New Zealand Council (Licence sales). The Budget Statement of Financial Performance and Budget Statement of Financial Position are prepared using PBE-SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector).

There are a number of financial adjustments necessary to move from the OWP and the Budget Financial Statements. A reconciliation of the adjustments between the OWP and the Statements is set out below for your information. These adjustments include asset replacement reserves/depreciation, levies, and budgeted Capital purchases for the year. These items are not included in the Fish and Game budget (OWP) used to calculate licence fees.

The Budget Deficit for 2017/18 is \$17,398

Reconciliation of OWP to Budget Financial Statements

Approved Bulk Fund- per OWP	(386,497)
<u>Adjustments required for Financial Budgets:</u>	
Plus Licence revenue	448,050
Less Commission	(22,402)
Less Levies	(42,239)
Less Deprecitation	(22,932)
Plus Asset Replacement Allowance	8,622
<u>Net Surplus/(Deficit)</u>	<u>(17,398)</u>

The following Capital items have been budgeted to purchase in the 2017/18 year.

Replace Vehicle	\$45,000.00
Total Purchases of Fixed Assets	\$45,000.00

Hawke's Bay Fish and Game Council- BUDGET
Statement of Financial Performance
For the year ended
31 August 2018

	Budget 2018 \$	Actual 2017 \$
REVENUE		
Fish and Game licence sales	448,050	430,994
Grants and donations - Reparations	-	41,934
Interest	9,450	8,642
Other revenue	25,520	42,704
Total Revenue	483,020	524,274
EXPENSES		
Outputs		
Species management	53,800	45,736
Habitat protection & management	10,000	56,925
Angler & Hunter participation	19,500	12,004
Public interface	500	441
Compliance	2,700	1,988
Licensing	23,152	19,131
Council	2,500	1,195
Planning & reporting	7,300	6,580
Overheads		
Employee related costs	253,135	256,672
Depreciation	22,932	21,905
Other expenses	62,660	42,249
Total Expenses	458,179	464,826
Operating Surplus/(Deficit)	24,841	59,448
Less Other Expenses		
Levies to NZFGC	42,239	27,207
NET SURPLUS/(DEFICIT)	(17,398)	32,241

Hawke's Bay Fish and Game Council- BUDGET
Statement of Financial Position
As at
31 August 2018

	Budget 2018 \$	Actual 2017 \$
ASSETS		
Current Assets		
Bank accounts and cash	141,818	150,725
Debtors and prepayments	25,000	27,954
Investments	300,000	303,074
Other current assets	1,835	1,835
Total Current Assets	468,653	483,588
Non-Current Assets		
Property, plant and equipment	458,500	458,286
Investments	-	-
Total Non-Current Assets	458,500	458,286
TOTAL ASSETS	927,153	941,874
LIABILITIES		
Current Liabilities		
Creditors and accrued expenses	90,000	87,161
Employee costs payable	30,000	30,162
Total Current Liabilities	120,000	117,323
TOTAL LIABILITES	120,000	117,323
NET ASSETS	807,153	824,551
EQUITY	807,153	824,551

Hawke's Bay Fish and Game Council- BUDGET

Statement of Cash Flows

For the year ended

31 August 2018

	Budget 2018 \$	Actual 2017 \$
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash was received from:		
Licence sales	451,004	459,228
Grants, donations and fundraising	-	2,752
Interest	9,450	7,904
Other revenue	25,520	12,112
Cash was applied to:		
Payments to suppliers	221,512	142,130
Payments to employees	253,297	245,452
GST (net)	-	(4,060)
Net Cash Flows from Operating Activities	11,165	98,474
CASHFLOW FROM INVESTING & FINANCING ACTIVITIES		
Cash was received from:		
Sale of property, plant and equipment	21,854	-
Sale of investments/deposits	3,074	-
Cash was applied to:		
Purchase of property, plant and equipment	45,000	-
Purchase of investments/deposits	-	5,863
Net Cash Flows from Investing and Financing	(20,072)	(5,863)
Net Increase / (Decrease) in Cash	(8,907)	92,611
Opening Cash	150,725	118,151
Closing Cash	141,818	210,762
This is represented by:		
Bank accounts and cash	141,818	150,725

6.0 Hawkes Bay Management Agreement

At the April 2017 Council meeting, an initial indication was provided in the Finance Report of the service arrangement between the Hawkes Bay and Eastern Regions. Draft budgets for the 2017/18 year were based upon a reciprocal service arrangement with Eastern that was re-instigated two years ago. During this 2017/18 year, Eastern region has agreed to contribute 530 hours of financial, administrative, operational and managerial support to Hawkes Bay and this was incorporated into each region's budget (\$31,200 plus GST worth of services). Hawkes Bay undertook to contribute 45 hours of operational support to Eastern Region and this too was incorporated into the 2017/18 budget (\$2,520 plus GST). The agreement which includes a detailed breakdown of the projects and hours has been included with the Papers for Information.

7.0 Westpac Bank Accounts

With the election of the new Chairman Bruce Bates at the 13 June 2017 Council meeting to replace Kevin Williams, it will be necessary to update the bank signing authorities.

- Kevin Williams will be removed and replaced with Bruce Bates.
- John Lumsden remains as an existing signatory.

Recommendations:

- 7.1** *That Bruce Bates (Chairman) be added as a signatory to the Hawkes Bay Fish and Game Council Bank Accounts.*
- 7.2** *That Kevin Williams be removed as a signatory to the Hawkes Bay Fish and Game Council Bank Accounts.*
- 7.3** *That the bank authorities and cheques are amended for Mark Venman (Regional Manager) to sign jointly with Christine Tuck (Administrator), Carmel Veitch (Eastern Fish and Game Accountant), Bruce Bates (Chairman) and/or John Lumsden (Councillor).*

8.0 Recommendation

- 8.1** *That Council approves the following payments:*

<i>September 2017</i>	<i>\$61,892.90</i>
<i>October 2017</i>	<i>\$46,719.06</i>
<i>Total</i>	<i>\$108,611.96</i>

- 8.2** *That Council approves the proposed budget figures for the Statement of Financial Position and Statement of Financial Performance & Cash flow for the 2016-17 financial year with Deficit of \$17,398. And approves the purchase of fixed Assets valued at \$45,000.*
- 8.3** *That Council approves the exterior painting of the staff house. See Papers for Information for the three quotes obtained.*

16.4 LICENCE SALES REPORT

Ref: 6.01.05

13 November 2017

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 54.1% of the annual sales target has been achieved.

2.3 Sales are reported to be 2.8 % above licences issued for the same period last year.

2.4 Nationally the licence sales are down -.09% on last year's sales to the same time.

2.5 The non- resident levy of 85 x \$38.00 = \$3,230 hasn't been deducted off the sales figure, this will be transferred to non- resident levy – back country fisheries reserve at the end of the financial year.

Table One

Comparison of Fish Licence LEQs to 13 November 2017

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	169	460	24	116	58	42			3	10	61	4	873	-5.7%
Agent Book Sales	0	0	0	0	0	0			0	0	0	0	0	-100.0%
Direct Sales*	115	264	61	48	28	21			0	14	76	3	559	20.5%
Total Fish 2017-2018	284	724	85	164	86	63	0	0	3	24	137	7	1432	2.8%
Agent Online Sales	194	482	18	119	60	33			16	67		4	925	
Agent Book Sales	0	3	0			2				5		2	4	
Direct Sales*	95	243	29	45	22	7			10	44		1	464	
Total Fish 2016-2017	289	728	47	164	82	42	0	0	0	26	116	7	1393	

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	54.1%
2016-2017 Total Sales	438	1115	197	173	181	117	81	0	19	162	1258	124	2525	56.7%
2017-2018 Estimated year end													2594	98.0%

* Direct Sales - Internet, 0800 Licence

3. Recommendation

That Council accepts the licence sales report to 13 November 2017.

17.0 PUBLIC EXCLUDED SESSION

Ref: 9.01.04

20 November 2017

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.

