



**HAWKES BAY  
FISH AND GAME COUNCIL**

***MEETING  
AGENDA***

**Tuesday 14 April 2020**

## **AGENDA**

### **For a Meeting of the Hawkes Bay Fish and Game Council**

**Venue:** Via video Conference due to the current Covid-19 Stage 4 lockdown

**Date:** Tuesday 14 April 2020

**Commences:** 6.00 PM

**Page Number**

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**MINUTES OF THE HAWKE'S BAY FISH AND GAME COUNCIL MEETING HELD AT  
THE GAME FARM ON TUESDAY 4<sup>TH</sup> February 2020 AT 6.00PM**

**PRESENT:** Councillors Bates (Chairman), Niblett, Lumsden, MacKay, Hern, Duley,  
Bowcock and Elstone.

**IN ATTENDANCE:**

Jesse Friedlander (Regional Manager)

**MEMBERS OF THE PUBLIC:**

Steve Perfect, Red Hooper

**1.0 WELCOME**

The Chairman opened the meeting at 6.00pm and welcomed staff, councillors and members of the public. He informed everyone that the meeting would be recorded.

**2.0 APOLOGIES:**

Apologies received from Cr.s Williams, Hickmott and Nimon

**3.0 MINUTES OF THE PREVIOUS MEETING (3 December 2019)**

Cr. Niblett had stated that his business had been threatened and therefore he would not accept a nomination to hold the position of Hawke's Bay Fish and Game Council appointee to the NZ Council. This was stated in the public section of the meeting and should be recorded as such and not in public excluded.

Cr. Hickmott had submitted his apologies which were not recorded in the minutes.

If mallard bag limits are reduced to 3 or 4 birds, the rule has always been that staff should consult Council before making this decision. This was not recorded in the minutes but has always been the case. There had also been discussion around whether counting of paradise shelduck was accurate enough to make management decisions from.

*That the minutes of the meeting held on the 3<sup>rd</sup> December 2019 are a true and accurate record of the meeting with the above amendments made.*

*Bowcock/Mackay*

**GENERAL BUSINESS**

No items of general business were tabled.

**CONFLICT OF INTEREST REGISTER**

Cr. Niblett declared his conflict of interest in relation to the **Policy on Releasing Gamebirds** agenda item. He also mentioned that he is no longer director of Tuna Nui Gamebirds.

### **COUNCIL PRIORITIES**

Cr. Bates talked about the importance of setting the annual priorities and asked if anyone had anything they would like to change from the current priorities. It was pointed out that the audit process had been very disruptive, and it was now time to move forward in a positive direction.

The development of the Game Farm site would cover a number of the current priorities if done well.

Cr. Lumsden stated that the release of small numbers of gamebirds by landowners should be encouraged and is aligned with protecting and enhancing the resource.

It was questioned where we are at with getting the sports management plan signed off. This has been sent to DOC head office; however, we have not heard further since then.

Beach raking is also a long-standing issue in Hawke's Bay and could be addressed with the proposed study.

Council would like to understand where the national mallard research strategy is at. Hawke's Bay should have some involvement with this, and this could be a priority.

More Council involvement and governor-governor meetings would tie in with our previous priority 'The right to fish and hunt'. There is connectivity between our staff and DOC, Local Iwi and Regional Council, however it would be beneficial for Councillors to meet with MP's and Regional Councillors. Hosting Councillors at the Game Farm could be a good way to build local relationships.

Discussion centred around potential collaboration with Councils on predator trapping programmes on our lowland rivers. Jesse informed Council that he had spoken with Regional Council staff about setting up trapping networks along certain areas of river margin designated for upland game hunting.

### **EVALUATION OF COUNCIL**

Cr. Bates explained to Council that if they wanted to make any changes it was up to Council to implement these. The evaluation found that Council would like a greater diversity of viewpoints and a focus on the future direction. Cr. conduct was an issue that was brought up. Due to the audit process, it has been important to let everyone speak. This time is now over, and Council needs to be stricter and more professional.

## **POLICY ON RELEASING GAMEBIRDS**

Council decided unanimously that Cr. Niblett should stay and contribute to this discussion despite his conflicts of interest over this matter. Jesse explained to Council that he had received feedback from members of the public who had applied for permits from DOC to release small numbers of gamebirds on their properties. In some cases this process had taken up to 18 months and cost \$400. Jesse has approached DOC and asked whether it is possible for Hawke's Bay Fish and Game to get our own delegated authority to authorise releases of small numbers of gamebirds in order to streamline this process. There is no NZC policy on this and no policy in any of the regions that we are aware of. Most people want to release 20-50 birds; however, Council agrees that Jesse approaches DOC and requests delegated authority for greater numbers than this. This would mean any requests would come through us and so they could then be reviewed. If staff are successful in getting delegated authority from DOC, policy will then need to be drawn up.

*That Council supports releases of small numbers of gamebirds in the Hawke's Bay region and instructs staff to request delegated authority from DOC to issue permits to private landowners*

*Lumsden/Bowcock*

## **REQUEST FOR COUNCIL APPROVAL TO USE WILDLIFE FUND MONEY**

Cr. Duley informed Council that he had been in contact with Mike Parsons and he is prepared to go with a majority vote on the use of the fund. Mike, Cr. Duley and Cr. Niblett are the trustees of the Wildlife Fund.

Jesse gave an update on quotes received for 'Stage 2' of the proposed wetland development and costs including earthworks, pond lining and beautification of the site. Total upfront costs would total \$94,000 plus GST. It is expected that the money for beautification of the education site would come from external sources that could be applied for. A rundown of ongoing costs was also given which included trout, trout food and increased grounds

maintenance. We would also lose the current income we receive from renting the paddock also. This effectively totals \$11,000 pa.

Staff have not yet applied for external funding as the full project including 'Stage 2' is yet to be approved.

This could be a good opportunity for our Council to discuss collaboration on this project with Regional and Napier City Councillors. Future funding could also be sourced via guided fly fishing courses for those arriving on cruise ships. The ultimate aim, however, is to educate more children, novice anglers/hunters and landowners. We are already running courses on fly fishing and there is a demand for further courses.

Discussion centred around timing of contestable funding rounds necessary to take money from our own reserves and the possibility of lining the main dam a year later, once we know whether lining is necessary. The water may hold in the dam regardless.

Some large Hawke's Bay businesses may be interested in sponsoring this project. This is something that could be followed up on.

It was reiterated that if this project was to go ahead, staff will need to promote the use of the facilities by educational facilities. We need to be proactive in promoting and using the facility.

It was brought up that as this is a serious commitment and four councillors are not present, should this decision be held off? It was decided that since all Councillors had the meeting

papers and agenda and no communication about this project had been received, that if a unanimous vote was received at this meeting it was prudent to go ahead.

*That Council approves staff approaching external agencies to look for funding for the remainder of this project*

*Elstone/Hern*

*That Council approves the use of the Wildlife Fund money for the digging of the main pond (Stage 2).*

*Hern/Bowcock*

*That if external funding is not available, staff are authorised to apply for the remainder of costs from the Hawke's Bay reserves through the contestable funding round.*

*Duley/Hern*

#### **POLICY ON PROVIDING PLANTS AND PREDATOR TRAPS**

Council are happy with the level of flexibility provided for in this policy. This will enable the manager to use his discretion when providing these items but also imposes limits.

Steve Perfect questioned whether traps could be provided to Waitangi Shooters.

*That Council adopts the policy on the Providing of Plants and Predator Traps*

*Duley/Lumsden*

#### **OPERATIONAL REPORTS**

##### **MANAGEMENT REPORT**

Jesse informed the Council that staff had just finished banding for the season with a total of 775 birds banded.

Swan and paradise duck trend counts are scheduled for the following week.

Jesse informed Council that staff have been in contact with HBRC staff. There is a new compliance ranger position at HBRC. We are currently working on getting the ranger a warrant to check fishing licences while he is out on the local rivers. This will increase our

presence and will be great for overall compliance in the region. Staff wish to thank HBRC for the chance to work together on this.

A Field Officer (Nick Page) has been employed on a permanent contract. Nick has undertaken two temporary contracts for us previously and staff are confident that he will be a great addition to the team.

We also have a Regional Scientist (Dan Fake) helping out on our drift diving this year. This will be great to collaborate with HBRC with this and will save some money in contracting.

Cr. Bates talked about the proposed study on river works in Hawke's Bay. This will give us some data to show what effect this work is having on our regions fisheries.

Discussion centred around how much money we could use from our current budget for this project. The rest could come from reserves.

The proposed steering committee for the beach raking study and subsequent work consists of Cr.s Hern and Lumsden.

*That Council approves the proposed study on river works and the associated costs which will be applied for from Hawke's Bay reserves*

*Elstone/Duley*

## **HEALTH AND SAFETY REPORT**

*That Council accept the Health and Safety report*

*Niblett/Lumsden*

## **FINANCE REPORT**

*That Council accepts the Finance Report*

*Duley/Bowcock*

## **LICENCE REPORT**

*That Council accepts the licence report*

*Niblett/Lumsden*



**PUBLIC EXCLUDED SECTION**

***8:10pm***

***That the public are to be excluded from the following parts of the meeting  
Elstone/Mackay***

***That the Public Meeting resumes***

***Lumsden/Herrn***

**There being no further business, the meeting closed at 8:45pm.**

## **6. CONFLICT OF INTEREST REGISTER**

**Ref: 7.02.01**

### **1. Purpose**

A standing agenda item to disclose any Councillor (“Member”) Conflict of Interest or potential Conflict of Interest, and record this in the Councillor Conflict of Interest Register.

### **2. Background**

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

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

- (i) A member can be shown to have actual bias when a member’s decision or act in relation to a matter could give rise to an expectation of financial gain or loss (that is more than trivial) to the member (and/or to the member’s parent(s), child(ren), spouse, civil union partner, de facto partner, business partner(s)/associate(s), debtor(s) or creditor(s)).
- (ii) A member can be shown to have apparent bias when a member’s official duties or responsibilities to the Council in relation to a matter could reasonably be said to be affected by some other interest or duty that the member has.
- (iii) A member’s “interest or duty” includes the interests of that member’s parent(s), child(ren), spouse, civil union partner or de facto partner that may be affected by the matter at issue. It also includes the interests of a person with whom the member has a close, personal relationship where there is a real danger of personal favouritism.

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<sup>1</sup> “Matter” means:

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

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

- (iv) There is no Conflict of Interest where the member's other interest or duty is so remote or insignificant that it cannot reasonably be regarded as likely to influence him or her in carrying out his or her responsibility.

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

- (i) There is a realistic connection between the member's private interest(s) and the interest(s) of the Council;
- (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 DEVELOPMENT OF THE 2020-2021 OPERATIONAL WORK PLAN**

**Ref: 8.02.01**

### **1. Purpose**

To consider proposed projects, budgets and performance targets for the 2020-2021 operational work Plan (OWP).

### **2. Background**

Operational Work Plans (which come into force on 1 September each year) are developed over several months from February onwards, and involve a review by Council of strategic priorities, core functions, project objectives, allocation of resources, and performance measures. The process may include seeking Council's approval for the submission of applications to the national Contestable Fund to increase bulk funding for specific purposes.

The steps involved in developing the OWP for the 2020-21 year are as follows:

- Council reviews priorities and project themes/areas it wishes to focus on over and above core functions (04 February 2020 Council meeting).
- Council reviews draft projects and budgets excluding internal costs at this (14 April 2020) Council meeting.
- Contestable funding bids and draft regional budgets (revised if necessary following current meeting) submitted to the NZ Council for their consideration at the next meeting on 17/18 April 2020.
- Staff revise projects and resourcing including hours and internal costs to take into account outcomes of the contestable fund bids and circulate second draft of the OWP to Council ahead of its 9 June 2020 meeting.
- Second draft of the OWP considered at the June meeting and projects, budgets and targets reviewed and refined as necessary.
- Penultimate draft of OWP circulated to clubs for comment.
- Club comments considered and incorporated if appropriate into final OWP presented for approval at Council's meeting on 11 August 2020.

So far staff have only made changes to the hours allocated to each project and have not changed any direct or overhead costs between projects. This is due to the current Covid-19 situation and the effect this will have on our revenue. It is therefore likely that there will be changes to the 2020/21 OWP budget following this meeting, however we will be in a better place to make these changes once it is understood how Covid-19 will affect the 2020 gamebird season.

### **3. Outcomes from Council's February 2020 Meeting**

Council considered the following as priorities for the 2019/20 year and it was decided that they are still priorities for the 2020-2021 year (in no particular order).

- Advocacy – building NZFG organisation positively & working alongside NZ Council to achieve advocacy goals.
- Education & Training programmes.

- Development of a wetland educational facility at the Game Farm
- Improving & building better relationships with rural New Zealand.
- Opportunity – access to the resource & maintenance of existing F&G infrastructure.
- Promotion of sports fishing and gamebird hunting to new licence holders
- Predator Free NZ – Link with other organisations & provide advice & assistance.
- Public relations – improve communications with our licence holders & licence agents.
- R3 programme – recruit, retain & reactivate
- Right to fish/hunt. The retention of social licence and approval of the general public.
- River Fisheries – inventory, water quality & quantity & access points.
- Wetland Advice – create how- to “one stop shop” for those interested in building or enhancing wetlands on their own private land.

#### **4. Direct Costs**

There have been no changes made to direct costs from the 2019/20 year.

#### **5. Overhead Costs**

There have been no changes made to the overhead costs from the 2019/20 year.

#### **8. Resourcing**

##### **8.1 – Bulk Fund**

Hawkes Bay Region currently (2019-2020 OWP year) has a bulk funded operation budget of \$387,502.

##### **8.2 – Allocation of Staff hours**

Management and Staff have made adjustments within this draft budget for the reallocation of staff hours. Hours will be allocated in accordance with the project area and priorities Council has determined to the extent this can be accommodated without compromising our core activities. This is just in draft form and input from the Council would be welcomed before finalising.

#### **9. Recommendations**

- 9.1** *That Council considers the initial OWP for 2020-21 and identifies any issues it might have with it.*
- 9.2** *Council approve the Contestable fund bid of \$7,000 from the Hawkes Bay non-resident levy reserve for drift diving the headwaters of the Ngaruroro and Mohaka rivers.*

## **8. ANGLERS NOTICE REVIEW**

**Ref: 1.07.01**

**1. Purpose**

To consider changes to the Anglers Notice for the 2020-2021 season.

**2. Background**

The Anglers Notice review provides an opportunity to amend regional sport fishing regulations. Licence holders and the public are able to submit on issues they may have identified with the current regulations for consideration by Council.

The proposed process for undertaking the review is as follows:

- (i) Advise angling clubs early on that the process is underway and that any suggested changes, and rationale for those changes are welcomed. Notification would include advertising the process on the Hawkes Bay webpage, Facebook page and in the Fish and Game "Reel Life" electronic newsletter.
- (ii) At the February Council meeting, a list of any submissions on the Anglers Notice that have been received at that point will be presented to the Council for discussion. The Council will consider which submissions have merit and warrant further investigation along with any that it might wish to propose. Staff will then produce a preliminary "Issues and Options" paper for distribution to clubs and submitters, and then advertising via electronic media.
- (iii) Prior to the April meeting, Councillors will receive feedback from staff and submitters including any new suggestions in the form of an Agenda item. At the April meeting, all submissions received will be debated and the Council will decide which of these are worthy of further examination. If warranted, a second "issues and Options" paper will be produced and again circulated for consultation. This will include a press release to inform the public along with licence holders who might not be aware of the process taking place.
- (iv) At its June 2020 meeting, Council will receive any additional correspondence arising from the undertakings to date and will finalise the content of the 2020/21 Anglers Notice.

**3. Initial suggestions**

No submissions have been received.

**4. Recommendations**

- 4.1 *That Council identifies any issues for further discussion at the June meeting.*

## **10. LIAISON OFFICER REPORTS**

**10.1 REPORT FROM NZ COUNCIL APPOINTEE**

**10.2 OTHER AGENCIES-NOTHING RECIEVED**



## **11. OPERATIONAL REPORTS**

### **11.1 MANAGEMENT REPORT**

#### **SPECIES MANAGEMENT**

##### **1111 Regional Didymo Surveillance**

Didymo sampling was completed on the 5<sup>th</sup> February for both the Ngaruroro and Tutaekuri rivers. Results continue to be negative; the next sampling date will be in April.

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

A trial run of drone surveys was conducted on the Tukituki River in March. There are still some small things to work through around site selection, measuring of the survey reach and habitat and size class/definition. The surveys are showing promise for recording trout abundance of medium to large fish. In one 850 meter reach, over 100 trout were recorded on the Tukituki.

##### **1114 Lake Tutira**

Staff continue to receive reports on water quality in Tutira. Fishing reports have been positive throughout summer despite the high water temperatures. Staff had organised to meet with Maungaharuru Tangitu management to discuss the future of the fishery, however this was postponed and has been put on hold due to Covid-19.

##### **1115 Upland / Headwater Fisheries**

Drift diving took place between the 20<sup>th</sup> of February and 2<sup>nd</sup> of March. These dives took place in the headwater section of the Ngaruroro River upstream of Kuripapango, three sections on the upper Mohaka River and the Taharua River. Good numbers of Rainbows and Browns in very good condition were counted. There was a noticeable increase in the number of large fish seen since the last drift dive in 2019 on the Mohaka River. This was not surprising due to the larger amount of medium/juvenile fish seen the year before.

##### **1116 Game Bird Trend Counts**

Trend count flights for black swan and paradise shelduck were completed on the 11<sup>th</sup> February 2020. A report will be included for Council in the papers.

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

A drone survey for mallards has been developed. This involves photo mapping wetlands across the region to enable photos to later be analysed for gamebird abundance. Unfortunately due to the Covid-19 outbreak and the level 4 shutdown, this has put a halt on the gathering of landowner information and access. This has also meant that the first survey round that was aimed for April will be missed.

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

Over 60 individual angling diary entries have been received via the online angling diary scheme since the start of the fishing season in October. Data for the summer season will continue to be

collected until the end of March 2020 but the diary system will continue operating over the winter months.

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

Predator control is ongoing around the Game Farm site and staff house with all captures being recorded on Trap.nz as was requested by PFUHB who supplied a number of traps to Jervoistown and the Game Farm. The lawns are maintained by Ace Lawn Services on a bi-weekly basis, however this service has been suspended while we are in a Stage 4 lockdown due to Covid-19.

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

Stage 1 and 2 (all three ponds) have been dug, berms shaped around the ponds and grass seed spread over the berms/pond edges. The main pond has been partially lined with HDPE to inhibit weed growth.

Irrigation Services have visited the Game Farm and staff have arranged to have a polythene pipe run from the bore to the middle of the pond. This work has been delayed due to the Stage 4 Covid-19 lockdown.

An existing plant list has been made for the Game Farm and staff are working on a planting plan to ensure the new plantings will blend into the existing native plantings. Schools have been contacted to arrange planting days for later in winter. It is anticipated that each school will be designated an area to plant and develop over a number of seasons.

#### **Nursery**

The Nursery continues with the support of the Department of Corrections, we currently have approximately 5000 wetland species that will be ready for the upcoming planting season. The Napier Branch of Forest and Bird agreed to help with a potting day on the 18<sup>th</sup> March which unfortunately had to be cancelled due to weather. We will look to reschedule after the Covid-19 lockdown.

#### **1172 Game Bird Regulations**

Printed regulation booklets were delivered to the office for distribution. The HBRC no shooting zones have been posted on our website.

#### **1181 Game Bird Control**

Staff have issued 4 permits to disturb for paradise shelducks and 14 permits for pukeko since 1 October 2019. One of the permits issued in March for Paradise Shelduck was a no-cull permit.

Replacement parts were purchased for our VINETECH gas gun bird scarer. This will supply an alternative to cull permits, and can be rented out from the office for a small fee.

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

Month	Paradise shelduck	Pukeko
October	-	4
November	-	3
December	-	1
January	-	3
February	3	3

March	1	-
TOTAL	4	14

## **HABITAT PROTECTION AND MAINTENANCE**

### **1211 RMA Planning**

There are only limited matters to report, as regional council processes were slowing down ahead of the coronavirus lockdown. Whilst regional council processes continue, major progress is not expected until the country gets back to Level 2 or 3. Staff attended the Tukituki Leaders Forum pre-stage 4 lockdown. This has been put on hold until further notice.

A challenge for Fish and Game will be that primary industries will be called upon to pull New Zealand out of the looming recession, in the absence of tourism and international education. The political and community conversation around freshwater regulation and reform will change, and how we advocate needs to be carefully thought out. Major projects, including water storage, may be fast-tracked. Industry are already moving in this direction. We do not know what will happen to the government's freshwater reform as a result of the COVID-19 issues, but delays to implementation are likely.

### **TANK plan change**

Other stakeholders have advised us that the TANK plan change still represents a threat to Fish and Game values in the Hawkes Bay region, but the final detail of it is still unknown. The Hawkes Bay Regional Council is still seeking to use the fast-track provisions of the RMA to enable the plan change. It is expected that notification will now happen towards the end of 2020 (previously it would have been notified in April)

### **Outstanding rivers plan change (plan change 7)**

Fish and Game has submitted but has not heard back from Council. A summary of submissions is expected by the end of April, although it is expected that this will be delayed.

### **1212 Consent Applications**

Staff review weekly consent applications emailed out by HBRC.

### **1231 Maintain and Enhance Game Bird Habitat**

Staff have completed the final reports for three GBHT funded projects, with two outstanding projects left to be signed off. Site visits for new projects are planned for May. There are currently three new projects that we will be submitted to the Game Bird Habitat Trust for funding this year.

## **ANGLER AND HUNTER PARTICIPATION**

### **1312 Signage**

Staff have delivered new signs as requested to Poronui station to replace access signs that are in disrepair.

### **1313 Balloted Stands**

Staff have spent time maintaining balloted stands designated for novice/junior shooters in Pekapeka. Spraying and scrub barring of the sites/accesses has already occurred, however staff intended to replace Stand 7 with a new maimai. This has been put on hold until field work can continue post-lockdown.

#### **1331 Electronic Newsletters**

Staff produced a Reel Life and Both Barrels newsletter for March and shared it via Facebook. The April Both Barrels is to go out early on the 9<sup>th</sup> April.

#### **1332 Fish and Game Magazine & Newsletters**

Staff developed an 8-page game bird hunting newsletter which has been sent to the printers. This has now been put on hold as printing is not deemed an essential service in Code 4 Lockdown.

#### **1333 Fish and Game Website**

Ten Facebook posts were published during February/March. 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 708 page likes to date with 755 people following the Facebook page.

#### **1351 Children's Fishing Programme**

Staff continue to care for approximately 150 Rainbow trout in the holding tanks at the Game Farm, these fish will be used to supply our Children's fishing day in August.

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

Staff ran a steel shot shotgun patterning stall which was run as part of the Hawkes Bay Sporting Shooters duck shooters' shoot at Ben Lomond Station on the 15<sup>th</sup> March. This was well attended and well received by those that took part in the shoot. Staff assisted around 90 shooters to pattern their shotguns with steel shot, many of whom have made changes to their cartridge/choke combination.

youth, adult and female introduction to trout fishing courses run in conjunction with Hastings Anglers Club and scheduled for March/April/May have been postponed due to Covid-19. There has been increased interest in these courses due to staff promotional work. Staff invited high schools, Scouts and Girl Guide Clubs and flyers were posted on community and library notice boards.

#### **1353 Angler/Hunter Enquiries**

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

#### **1361 Fish and Game Club Communications**

Staff continue to maintain good communication between club members and presidents of hunting and angling clubs throughout the region. Staff had scheduled to present drift dive data at two anglers club meetings, however these were cancelled due to the current Covid-19 situation.

#### **1371 Fish and Game Hut**

Staff have kept up to date with maintenance of Glenfalls Hut, grass has been mowed to reduce the fire risk.

## **PUBLIC INTERFACE**

### **1411 Statutory Liaison and Political awareness**

Staff continue to meet with management at HBRC as necessary. Meetings have been cancelled for March/April due to the Covid-19 situation.

### **1421 Public Communications**

A Joint HBRC and Fish and Game press release was put out on the 4<sup>th</sup> February regarding the low rivers and warm water temperatures along with some information around fishing during these conditions.

A duck shooters' bulletin was emailed to all 2019 Hawke's Bay gamebird season licenceholders to provide clarity around the upcoming season and pegging out day in the face of uncertainty due to Covid-19.

An advertisement offering our services with wetland advice, and advertising our plants and traps was created and is going to be printed in the March issue of Hawke's Bay Farming Lifestyles, this is distributed all around the region.

### **1451 Education**

Greenmeadows School was booked into visiting the Game Farm on the 17<sup>th</sup> of March for a small talk on what we do and other activities, but unfortunately due to adverse weather conditions they had to cancel. Hereworth School was also scheduled to visit the Game Farm on the 26<sup>th</sup> March, however this was cancelled due to Covid-19.

Staff attended an Education Partner information sharing meeting with representatives of HBRC, DOC, Predator Free HB and Biodiversity HB. This was to discuss educational opportunities and news with other partner environmental organisations. The new educational wetland was introduced, and future opportunities for collaboration were put forward.

## **COMPLIANCE**

### **1511 Ranging**

Honorary Rangers are continuing to range across the region, however this has been temporarily halted by the Covid-19 outbreak. Communications have been sent to rangers to inform them that no compliance work is to be undertaken until further notice as well as other information related to Covid-19.

Staff had contacted Police regarding our Opening Weekend ranging plans. The police had informed staff that three uniformed officers and the Hawkes Bay Arms Officer were able to attend and carry out compliance work alongside our rangers on Opening Weekend. Plans have been halted due to Covid-19 and we will await news of a reduction in the alert level.

**So far, we have checked 66 licences for the season with one offence detected.**

### **1521 Training**

One prospective ranger was to attend a CERT course in Palmerston North in April, however this has been put on hold due to Covid-19.

## **LICENCING**

### **1612 Analysis of Licence Information**

See Licence Sales Report for further details.

### **1614 Increase Licence Sales**

Staff have continued to actively promote Fish and Game licences via Facebook and Reel Life. Staff have endorsed our licence category options through phone calls received and licence agent visits. Information packs that include a complimentary magazine, newsletter, fishing regulations and access pamphlets have been mailed 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 19 March and distributed sports regulation booklets, predator traps for sale poster, HBRC restricted shooting map and the 2020 Gamebird Habitat Trust poster.

## **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.

## **ADMINISTRATION**

### **1921 Staff Communications**

Staff meetings held to maintain staff communications and plan operational work. As all staff are working from home due to Covid-19, staff keep up daily communication via telephone and video conference.

### **1923 Staff Training**

Nick Page has been booked in to undertake a GROWSAFE course, however this has been postponed due to Covid-19. Nick has also been registered with Niwa and Smith Root to be informed of the next Electric Fishing Course held in NZ.

### **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**

6 monthly vehicle checks were undertaken on both F&G vehicles.

## 11.2 HEALTH AND SAFETY REPORT

Ref: 9.01.07

### 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. February 2019 / March 2019 update

#### 1. Implementation and adherence to the Health and Safety Plan

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 field intentions forms to record their trip intentions when undertaking work in the field and these are currently being reviewed to incorporate hazard identification.

#### 2. Monitoring and Reporting

##### Work Place Accident Register

*As at 04 April 2020*

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

### **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 in the visitor register and a verbal Health and Safety briefing is given to them before they walk around the site.**

**InReach device used to communicate with staff during headwater fishery monitoring trips.**

**New First Aid kit purchased for drift diving.**

**Staff held meetings to discuss our response to Coronavirus before going in to stage 4-lockdown. Extra sanitising protocols were put in place, social distancing exercised and staff time spent in the office staggered to minimise contact. Jesse has attended weekly video conference meetings to discuss our Covid-19 response and all relevant information has been passed on to staff.**

### **4. Training programme**

**Nick Page has been enrolled on a Growsafe course. This has now been postponed due to Covid-19.**

### **5. H&S incidents**

**Nil.**

### **6. Recommendations**

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



## **6.2 Finance Report**

### **1.0 Purpose**

To inform the Council of the current financial position and approve payments for the months of January, February and March 2020

Please find Attached:

1. Table 1 – Other Income
2. Table 2 – Profit & Loss to 31 March 2020
3. Table 3- Balance Sheet as at 31 March 2020
4. Table 4 – Hawke’s Bay Variance Report to 31 March 2020
5. Table 5: Bank Transactions for period 1 January 2020 to 31 March 2020

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

The profit and loss summary for the 2-month period ended 31 March 2020 is attached (Table 2). This report documents the income and expenditure for the first four months of the new financial year. The Profit and Loss reports the Direct Costs for the period.

### **Income**

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

Fish licence sales YTD are \$285,230 compared to the budget of \$457,309 (total YTD for fish and game sales). Licence sales of Game Licences went on sale in March. Covid -19 has added a complexity to sales with the unknown on what the season will be. Until the Covid levels change we will not know the impact these lockdowns will have on the game season. We do however know that non-resident income will be impacted. YTD we have almost reached our budget from non-resident licence revenue so the impact is not as great as it is for other regions.

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

Interest Income YTD is \$3,845 – compared to a budget of \$10,438. Again – this is an area where achieving budget will be difficult as Interest rates continue to fall and demands on our reserves increase.

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

In anticipation of our Licence sales falling by at least 30%, all Regions have applied for the Wage Subsidy. We will monitor this closely and if at year end our Licence revenue bucks this trend then we will be required to repay the Wage Subsidy. In the meantime, this is assisting cashflow as our sales have reduced.

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

This grant was applied for and granted for the purchase of a defibrillator for the Site.

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

Other Income YTD is \$13,486 (See Table 1 below for a summary)

<b>Table 1: Other Income</b>	<b>Budget \$</b>	<b>Actual \$</b>	<b>Variance</b>
Sundry	-	209	(209.00)
Rent - Maize	5,000	3,101	1,899.00
Liberations - Contract	-	-	-
Game Bird Hire Equipment	-	186	(186.00)
Legal Funding	-	-	-
Reparations	-	409	(409.00)
Wetland Landowner Advice	-	174	(174.00)
Walking Access Grant	-	500	(500.00)
DVD Sales	-	-	-
Advertising - Newsletter	500	850	(350.00)
Junior Hunt Sponsorship	700	-	700.00
Take a Child Fishing	-	-	-
Glenfalls Hut	1,500	1,130	370.00
Fines	-	-	-
Salaries Contract	-	-	-
Rent - Staff houses	9,000	6,400	2,600.00
Meeting Room Hire	2,000	487	1,513.00
Gain on Sale of Asset	-	-	-
Donations	-	40	(40.00)
<b>Total Other Income</b>	<b>18,700</b>	<b>13,486</b>	<b>5,214.00</b>

### **Expenditure**

Total Expenses for the 7months ended 31 March 2020 were \$267,628 – which is 45% of the budget.

### **Depreciation**

YTD Depreciation is \$12,351 – in line with Budget.

### **Species Management**

The main expense within Population Monitoring in February relates to Flights for trend counts and for Headwater Fisheries. The other expense was for maize for Waterfowl monitoring.

Total Species Management \$21,059 against a Total Budget of \$30,524.

### **Habitat**

RMA costs incurred relate to the contracting of Peter Wilson for the gravel and management plan (\$661) in February.

Reserves costs include the site inspection and consents for the Ohiti Road Site within Works & Management.

Within Assisted habitat costs in March (\$838) relate to potting mix for Mc Lian Rd and PB3 bags, toilet hire and weed mat.

Total Habitat Protection Management spending to 31 March 2020 is \$7,766 against a budget of \$19,500.

### ***Participation***

Total Participation spending to 31 March 2020 \$973 against a budget of \$14,850. Costs in the period relate to Ammo for the Ben Lomond Shoot.

### ***Public Interface***

Total Public Interface spending to 31 March 2020 \$34,364 against a budget of \$17,800

Costs in this period relate to the development of the wetland – with the major cost being the excavation by Jamieson Earthworks. This project will be transferred to a capital project at year end – but to ensure transparency in the costs for the project we will continue to report it in this area.

### ***Compliance***

No Spending YTD – budget \$3,500

### ***Licensing***

Commission & fees relating to the Jan/Feb and March licence sales were reported \$11,784 YTD. This is in line with sales.

### ***Council***

Other Council expenses – relate to the legal advice received from the Council in relation to the Regional Audit and one other matter YTD \$3,145.

Total Council spending to 31 March 2020 \$3,577 against a budget of \$2,000.

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

The Audit Fee was paid in December 2019. YTD costs are only \$4,3472 – lower than the December payment – this is due to a reversal of accruals in September relating to the previous year.

### ***Administration***

- Salaries. YTD \$126,824 – this includes the accrual for Annual Leave.
- Staff Expenses for the period relate to staff training for NP for a Growsafe course.
- The standard Communications expenses are reported relating to telephones, stationery and photocopying. The annual order for letterhead, and prepaid envelopes was a major stationery expense for the period.
- General expenses include the bank fees for each month and advertising in the Hawke's Bay Farming Media.
- Fuel, RUCs and registration are reported in Vehicles. The monthly SmartTrack fee of \$78 is recorded each month.

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

Total levy \$19,785 – 50 % of budget.

## **3.0 Balance Sheet**

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

**Cash Position:** \$238,525 (Including donations of \$63,137.86) as at 31 March 2020.

**Debtors:** Outstanding Debtors \$33,121 as at 31 March 2020.

**Investments:**\$332,250

**Employee Costs:**\$16,344 – this relates to the accrual of holiday pay outstanding as at 31 March 2020 and March PAYE due 20<sup>th</sup> April.

The Restricted Reserve of \$22,969 has been fully spent on the Wetland.

#### **4.0 Variance report**

The variance report is shown on Table 4.

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

The Budget hours include the hours that Eastern has contracted to work for Hawke's Bay. YTD actual staff hours are entered for each project area to provide Council with an overview of the staff time component of the Operational Work Plan.

We have had a few technical difficulties with extracting hours from the database and the hours are only to Feb 2020, 2,289 hours were dedicated to projects compared to a total budget of 5,028 (46% of the time). These compared to 50% of the year completed – to Feb.

The Dollars in this report are to March 2020 – but the hours are only to Feb 2020.

#### **5.0 Bank Transactions**

Tables 5 show the bank transactions for the period of 1 January 2020 to 31 March 2020.

#### **6.0 Recommendations**

***6.1 That the payments for 1 January 2020 to 31 March 2020 be approved totalling \$121,262.93 be approved as per Table 5***

***6.2 The Finance report be accepted for the 7 months ended 31 March 2020.***

# Table 2 Profit and Loss

## Hawke's Bay Fish and Game Council For the 7 months ended 31 March 2020

	FEB 2020	MAR 2020	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
<b>Income</b>						
<b>Licence Income</b>						
Fish Licence Income	16,172	4,675	263,435	286,297	(22,862)	(8)
Game Licence Income	-	7,808	7,808	156,612	(148,804)	(95)
Non Resident Licence Revenue	3,168	976	13,987	14,400	(413)	(3)
<b>Total Licence Income</b>	<b>19,340</b>	<b>13,459</b>	<b>285,230</b>	<b>457,309</b>	<b>(172,079)</b>	<b>(38)</b>
Interest Income	2,492	556	3,845	10,438	(6,593)	(63)
Government Wage Subsidy	-	28,118	28,118	-	28,118	-
Royston Health Trust Grant	-	-	2,396	-	2,396	-
Other Income	2,109	2,737	13,484	18,700	(5,216)	(28)
<b>Total Income</b>	<b>23,941</b>	<b>44,870</b>	<b>333,074</b>	<b>486,447</b>	<b>(153,373)</b>	<b>(32)</b>
<b>Operating Expenses</b>						
Depreciation	1,771	1,732	12,351	21,427	(9,076)	(42)
<b>1100 SPECIES MANAGEMENT</b>						
1110 Population Monitoring	9,498	43	11,792	14,800	(3,008)	(20)
1120 Harvest Assessment	-	-	-	3,500	(3,500)	(100)
1160 Releases	-	-	9,267	11,624	(2,357)	(20)
1180 Control	-	-	-	600	(600)	(100)
<b>Total 1100 SPECIES MANAGEMENT</b>	<b>9,498</b>	<b>43</b>	<b>21,059</b>	<b>30,524</b>	<b>(9,465)</b>	<b>(31)</b>
<b>1200 HABITAT PROTECTION MANAGEMENT</b>						
1210 Resource Management Act	661	-	3,395	10,000	(6,605)	(66)
1220 Works & Management	1,222	-	1,222	1,500	(278)	(19)
1230 Assisted Habitat	170	838	3,150	8,000	(4,850)	(61)
<b>Total 1200 HABITAT PROTECTION MANAGEMENT</b>	<b>2,053</b>	<b>838</b>	<b>7,766</b>	<b>19,500</b>	<b>(11,734)</b>	<b>(60)</b>
<b>1300 PARTICIPATION</b>						
1310 Access	-	29	379	2,500	(2,121)	(85)
1330 Newsletters	-	-	-	6,250	(6,250)	(100)
1350 Angler & Hunter Training	-	324	569	4,500	(3,931)	(87)
1360 Club Relations	-	-	-	100	(100)	(100)
1370 Fish & Game Huts	-	-	24	1,500	(1,476)	(98)
<b>Total 1300 PARTICIPATION</b>	<b>-</b>	<b>353</b>	<b>973</b>	<b>14,850</b>	<b>(13,877)</b>	<b>(93)</b>
<b>1400 PUBLIC INTERFACE</b>						
1440 Public Promotions	57	208	464	1,500	(1,036)	(69)
1450 Visitor Facility	832	28,475	33,900	16,300	17,600	108
<b>Total 1400 PUBLIC INTERFACE</b>	<b>889</b>	<b>28,683</b>	<b>34,364</b>	<b>17,800</b>	<b>16,564</b>	<b>93</b>
<b>1500 COMPLIANCE</b>						
1510 Ranging	-	-	-	2,000	(2,000)	(100)
1520 Ranger Training	-	-	-	1,000	(1,000)	(100)

Table 2 Profit and Loss

	FEB 2020	MAR 2020	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
1530 Compliance/Prosecutions	-	-	-	500	(500)	(100)
<b>Total 1500 COMPLIANCE</b>	-	-	-	<b>3,500</b>	<b>(3,500)</b>	<b>(100)</b>
<b>1600 LICENSING</b>						
1620 Agent Servicing	-	66	207	500	(293)	(59)
1630 Commission	742	693	11,576	19,931	(8,355)	(42)
<b>Total 1600 LICENSING</b>	<b>742</b>	<b>759</b>	<b>11,784</b>	<b>20,431</b>	<b>(8,647)</b>	<b>(42)</b>
<b>1700 COUNCILS</b>						
<b>1720 Council Meetings</b>						
Council Meeting Expenses	216	-	432	2,000	(1,568)	(78)
Other Council Expenses	-	1,315	3,145	-	3,145	-
<b>Total 1720 Council Meetings</b>	<b>216</b>	<b>1,315</b>	<b>3,577</b>	<b>2,000</b>	<b>1,577</b>	<b>79</b>
<b>Total 1700 COUNCILS</b>	<b>216</b>	<b>1,315</b>	<b>3,577</b>	<b>2,000</b>	<b>1,577</b>	<b>79</b>
<b>1800 PLANNING/REPORTING</b>						
1830 Reporting/Audit	-	-	4,313	6,900	(2,587)	(37)
1840 National Liaison	29	-	59	300	(241)	(80)
<b>Total 1800 PLANNING/REPORTING</b>	<b>29</b>	<b>-</b>	<b>4,372</b>	<b>7,200</b>	<b>(2,828)</b>	<b>(39)</b>
<b>1900 ADMINISTRATION</b>						
1910 Salaries	29,003	27,462	126,824	245,079	(118,255)	(48)
1920 Staff Expenses	490	625	2,647	13,200	(10,553)	(80)
1930 Staff Houses	-	-	440	8,000	(7,560)	(95)
1940 Office Premises	373	185	3,385	6,444	(3,059)	(47)
1950 Office Equipment	120	120	840	2,900	(2,060)	(71)
1960 Communications/Consumables	878	2,786	7,256	12,800	(5,544)	(43)
1970 General	4	205	1,748	6,700	(4,952)	(74)
1980 General Equipment	47	-	1,084	3,500	(2,416)	(69)
1990 Vehicles	611	1,827	7,373	13,800	(6,427)	(47)
<b>Total 1900 ADMINISTRATION</b>	<b>31,526</b>	<b>33,210</b>	<b>151,598</b>	<b>312,423</b>	<b>(160,825)</b>	<b>(51)</b>
NZ F&G Levy	-	-	19,785	39,570	(19,785)	(50)
<b>Total Operating Expenses</b>	<b>46,723</b>	<b>66,932</b>	<b>267,628</b>	<b>489,225</b>	<b>(221,597)</b>	<b>(45)</b>
<b>Net Profit</b>	<b>(22,782)</b>	<b>(22,062)</b>	<b>65,446</b>	<b>(2,778)</b>	<b>68,224</b>	<b>(2,456)</b>

# Table 3: Balance Sheet

## Hawke's Bay Fish and Game Council As at 31 March 2020

	31 MAR 2020	31 AUG 2019
<b>Assets</b>		
<b>Bank</b>		
Westpac Call Account	169,062	103,793
Westpac Current Account	6,096	13,044
Petty Cash & Licence Float	230	230
Donation Account	63,138	62,176
<b>Total Bank</b>	<b>238,526</b>	<b>179,243</b>
<b>Current Assets</b>		
<b>Debtors &amp; prepayments</b>		
Accounts Receivable	33,121	17,875
Interest Accrued & Prepayments	-	4,596
GST	3,355	6,438
<b>Total Debtors &amp; prepayments</b>	<b>36,476</b>	<b>28,910</b>
Investments	332,251	349,439
Farmlands Shares	1,835	1,835
<b>Total Current Assets</b>	<b>370,562</b>	<b>380,184</b>
Fixed Assets	447,709	455,826
<b>Total Assets</b>	<b>1,056,797</b>	<b>1,015,253</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Creditors and accrued expenses</b>		
Accounts Payable	38,368	46,972
Accrued Expenses	4,264	6,406
Income in Advance	23,799	34,942
Game Bird Habitat Trust	362	-
Westpac Credit cards	1,922	1,579
<b>Total Creditors and accrued expenses</b>	<b>68,715</b>	<b>89,899</b>
Employee costs payable	16,344	19,062
<b>Total Current Liabilities</b>	<b>85,059</b>	<b>108,961</b>
<b>Total Liabilities</b>	<b>85,059</b>	<b>108,961</b>
<b>Net Assets</b>	<b>971,738</b>	<b>906,292</b>
<b>Equity</b>		
<b>Accumulated Funds</b>		
Accumulated Funds	708,694	642,800
Current Year Earnings	65,446	56,912
<b>Total Accumulated Funds</b>	<b>774,140</b>	<b>699,712</b>

Table 3: Balance Sheet

	31 MAR 2020	31 AUG 2019
<b>Dedicated Reserves</b>		
Asset Replacement Reserve	80,253	80,253
Back Country Fisheries Reserve	58,049	44,062
Hawke's Bay Pheasants Unlimited	1,602	1,602
River/Water Quality Donations	57,694	57,694
<b>Total Dedicated Reserves</b>	<b>197,598</b>	<b>183,611</b>
<b>Restricted Reserves</b>		
Hawke's Bay Wildlife Fund	-	22,969
<b>Total Restricted Reserves</b>	<b>-</b>	<b>22,969</b>
<b>Total Equity</b>	<b>971,738</b>	<b>906,292</b>



## **11.4 Licence Sales Report**

REF: 6.01.05

17 March 2020

### **1. Introduction**

This report provides an overview of the licence sales for the 2019-2020 season to 17 March 2020.

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

2.1 Licence sales for the 2019- 20 season are summarized in Table One.

2.2 A total of 93% of the annual sales have been achieved.

2.3 Sales are reported to be 2.5% below licence issued for the same period last year.

2019-20 Annual Fish Licence Sales Budget (2476) \$277,183.

2019-20 YTD Actual Fish Licence Sales (2307) \$266,800

Therefore remaining fish licence sales required to meet budget is (169 ) totalling \$10,383.

2.4 Nationally at the same date YTD fish licence sales are reporting to be 4.8 below sales reported for the same period during the 2018- 19 season.

### **RECOMMENDATION**

***Council accepts the licence report.***

Hawke's Bay	2018 - 2019	Channel	2019 - 2020																			Fsh Total	Fsh TEQ	Fsh \$	Total Value	
			FWF	FWA	FWAA	FSJA	FLAA	FWA	FSJA	FWA	FSJA	FDA	FMA	FWJ	FWMJ	FWJ	FDJ	FDNJ	FWC	FWNC	FDC					FDNC
		Agency/Online	207	634	126	143	138	101	8	65	224	230	85	2	0	101	11	0	0	0	4	2139				
		Eyede Call Centre	3	3	1	2	3	0	2	2	0	0	0	0	0	0	0	0	0	0	0	16				
		Mail Order	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
		Public/Online	188	383	194	52	70	68	9	105	348	167	64	8	38	1	0	3	0	0	1,698					
		Retail Book	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
		<b>Total</b>	<b>398</b>	<b>1,020</b>	<b>321</b>	<b>197</b>	<b>211</b>	<b>169</b>	<b>19</b>	<b>172</b>	<b>572</b>	<b>457</b>	<b>149</b>	<b>10</b>	<b>0</b>	<b>199</b>	<b>12</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>4</b>	<b>3,853</b>	<b>2,576.13</b>	<b>\$353,798.00</b>		
Hawke's Bay	2019 - 2020	Channel	FWF	FWA	FWAA	FSJA	FLAA	FWA	FSJA	FDA	FMA	FWJ	FWMJ	FWJ	FDJ	FDNJ	FWC	FWNC	FDC	FDNC	Fsh Total	Fsh TEQ	Fsh \$	Total Value		
		Agency/Online	296	641	120	146	112	0	6	44	156	214	87	2	0	42	8	0	1	0	1	2,816				
		Eyede Call Centre	5	3	2	3	0	0	0	2	0	3	0	0	0	0	0	0	0	0	0	18				
		Mail Order	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
		Public/Online	139	381	128	52	59	1	11	75	254	133	54	2	0	27	1	0	4	0	0	1,321				
		Retail Book	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
		<b>Total</b>	<b>300</b>	<b>1,025</b>	<b>250</b>	<b>201</b>	<b>171</b>	<b>1</b>	<b>17</b>	<b>119</b>	<b>412</b>	<b>347</b>	<b>144</b>	<b>4</b>	<b>0</b>	<b>69</b>	<b>9</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>3,155</b>	<b>2,204.60</b>	<b>\$320,466.00</b>		
		20/20 Variance against Complete Season 18/19	-18	5	-71	4	-40	-188	-2	-53	-160	-110	-5	-6	0	-70	-3	0	2	-3	-688					
		Potential loss of revenue from no residents - bulk fund			-\$9,342							-\$2,065										-\$2	-\$10,564	ex GST		
		Potential loss of revenue from no residents - NH Levy			-\$2,771							-\$1,187											-\$50	-\$4,023	ex GST	
					-\$11,113						-\$3,252											-\$52	-\$14,588	ex GST		

## 15.0 PUBLIC EXCLUDED SESSION

### 1. Purpose

For Council to exclude public from the following part of this meeting to discuss options for the potential changing of the gazetted conditions for the 2020 gamebird season.

### 2.Recommendation

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

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

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION UNDER PUBLIC EXCLUDED SESSION	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION UNDER PUBLIC EXCLUDED SESSION
Advice to the Minister regarding the game season notice due to the current Covid-19 situation.	To avoid prejudice to measures protecting the health or safety of members of the public, in accordance with <i>Official Information Act 1982 s 9(2)(c)</i>	s 9(2)(c))

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.