



**HAWKES BAY
FISH AND GAME COUNCIL**

***MEETING
AGENDA***

Tuesday 15 February 2022

AGENDA

For a Meeting of the Hawkes Bay Fish and Game Council

Venue: Meeting held via videoconference

Date: Tuesday 15 February 2022

Commences: 6.00 PM

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**MINUTES OF THE HAWKE'S BAY FISH AND GAME COUNCIL MEETING
HELD AT THE GAME FARM ON TUESDAY 7 DECEMBER 2021 AT 6:00PM**

PRESENT:

Councillors Bates (Chairman), Niblett, Lumsden, MacKay, Bowcock, Duley (via video-conference), Melville, Newton, Slavin (Blair), Slavin (Callum)

IN ATTENDANCE:

Jesse Friedlander (Regional Manager), Sam Robinson (Governance Advisor), Steve Perfect

1 Welcome (6.00 PM)

Cr. Bates welcomed everyone to the meeting and informed those in attendance that the meeting would be audio-recorded.

2 Apologies

Apologies received from Cr. Williams

3 Minutes of the previous meetings (26 October, 2 November 2021)

3.1 That having previously been circulated to members, the minutes of the meetings of the Hawke's Bay Fish and Game Council held on the 26 October and 2 November 2021 are a true and accurate record.
Bowcock/Slavin (Blair)

4 Matters Arising

Nothing tabled

5 Notification of Items of General Business

- Toilets at public river access points
- Naming of Game Farm wetland development.
- Cultural use of the Game Farm and cultural harvest of gamebirds

At this point it was decided to discuss the preliminary report received from the F&G Structure Review Team. This is a general discussion document, and the group is still very open to feedback.

Council believes that it is very important to consult with iwi at this early stage. There was also concern about the meeting forum. There were Councillors, staff and managers from different regions all present at the meeting which made it more difficult to discuss some subjects.

Any change needs to be made for the right reasons with a demonstratable increase in value to licenceholders.

Rearranging boundaries rather than amalgamating regions could make more sense for Hawke's Bay.

Reserves from each region should be ringfenced for 6 years (two terms) and used for the benefit of local licenceholders.

There has already been a high attrition rate and it is necessary for F&G to avoid staff losses as much as possible.

The Manager will draft a letter to the Structure Review Team, reiterating these points.

6 Conflict of Interest Register

The conflict of interest register was passed around and signed. Cr. Bates declared a conflict as he runs an upland game preserve for friends and family.

Cr. Niblett declared a conflict as a director of a proposed upland game preserve.

Cr. Newton declared an interest as a director of the National Trout Centre.

7 Health & Safety Report

*That Council accepts the health and safety report
Williams/Mackay*

8 Adoption of the 2020-2021 Performance Report

Council discussed the unanticipated increase in licence sales due to covid-19 border closures.

While we have saved money and our finances are strong, it is important that we also spend money in areas that provide value to our licenceholders.

9 2022 Game Season Conditions

Cr. Niblett declared a conflict. It was agreed by all that Cr. Niblett would stay and contribute to the discussion but abstain from voting.

The dates need to be changed to reflect an 8 week season (for mallard, paradise shelduck, shoveler and black swan).

Discussion around changing shooting hours. If we can simplify our rules further, we should do so.

1. That Council approves the 2022 game season conditions with the above change noted.

3. That Council agrees to reconsider its decisions on 2022 season conditions if summer monitoring programmes show a significant change to game populations.

Lumsden/Bowcock

Cr. Niblett abstained from voting.

10 Hawke's Bay Fish and Game Council 2022 Meeting Dates

That the council approves the proposed meeting schedule and dates for the six regular meetings and one annual general meeting for 2022.

Mackay/Niblett

11 Liaison Officers Reports

Cr. Duley provided Council with an update from the most recent NZC meeting. Ray Grubb has been reelected as NZC Chair. An executive committee has also been elected.

Cr. Duley will provide a written report to Council as it is difficult to give a full report via Zoom.

12 Operational Reports

12.1 Management Report

Jesse provided Council with an update on the ‘Tranche 2’ Water takes in CHB. Submissions are open until the 17th December. The council does not agree with such a largescale increase in water abstraction from the Ruitaniwha Plains where water scarcity is already a big issue.

That Council authorises the Manager to investigate the engagement of a specialist for the ‘Tranche 2’ water take submission and hearing process. Funding authorised for this purpose may also be used for a collaborative submission with other groups.

Newton/Mackay

12.2 Finance Report

Cr. Newton questioned why there was no aged debtors report included in the finance report and why the report was only inclusive of September/October accounts. This is a timing issue regarding getting our agenda out prior to each meeting, payment of bills on the 20th of the following month and subsequent finalisation of the bimonthly accounts.

General expenditure does not line up with the \$28k re[payment of the covid-19 wage subsidy. This is likely the GST component which should have been included. Jesse will provide an answer regarding the aged debtors report and general expenditure via email.

6.0 Recommendations

6.1 *That the payments for September and October 2021 totalling \$94,413.62 be approved.*

<i>September 2021</i>	<i>\$44,645.27</i>
<i>October 2021</i>	<i>\$49,768.35</i>
<i>total</i>	<i>\$94,413.62</i>

6.2 *That the Finance Report be accepted for the 2 months ended 31 October 2021.*
Niblett/Slavin (Blair)

12.3 Licence Report

That Council accepts this licence sales report

Bowcock/Niblett

General Business

- Cr. Bates questioned whether our files are secure and well ordered. Our filing system has recently been upgraded on to the cloud (Onedrive). We can now access these files if staff need to work from home (i.e during a covid lockdown). The files should be left in a way that anyone could find anything if staff were to leave. Files are in pretty good shape but staff will tidy personal and field files.
- Staff have approached HBRC regarding putting some toilets at public access areas and are waiting to hear back. These could be paid for by F&G but we would need to collaborate with either HBRC or the district council in order to make sure they were serviced regularly.
- Cr. Bates and the Manager will provide Council with a paper presenting options for a trial of cultural harvest of gamebirds or swan eggs in Hawke's Bay.
- The Manager will re-circulate the paper written on private land hunting blocks. If we could secure hunting access to 2-3 private ponds for the 2022 season that would provide a good trial run. It would be necessary to select responsible novice hunters to take up the opportunity.

At this point the meeting was adjourned in order to hold the AGM. 8:17pm.

Meeting Resumes 8:25pm.

13 Public Excluded Session

That the public be excluded from the following parts of this meeting while allowing the Manager and Sam Robinson (governance Advisor) to remain part of the meeting.

Mackay/Niblett

That the public Meeting Resumes **8:40pm.**

Bowcock/Mackay

14 Meeting closes

Signed:

_____ **Chairman**

Date

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 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:

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

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.

- (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.

8. FINANCE REPORT

1.0 Purpose

To inform the Council of the year-to-date financial position, approve payments for the months of November and December 2021.

Contained within this report:

Table 1 - Other Income

Table 2 - Profit & Loss to 31 December 2021

Table 2a - Profit & Loss to 31 December 2021

Table 3 - Balance Sheet as at 31 December 2021

Table 4 - Aged Receivables Summary as at 31 December 2021

Table 5 - Aged Payables Summary as at 31 December 2021

Table 5 - Hawke's Bay Variance Report to 31 December 2021

Table 7 - Bank Transactions for period 1 November to 30 November 2021

Table 8 - Bank Transactions for period 1 December to 31 December 2021

2. YTD Profit and Loss

The Profit & Loss statement for the period ending 31 December 2021 is appended to this report (*Table 2 and 2a*). Carmel Veitch NZC Accountant has been invited to this meeting to give an overview of the financial reporting.

The Profit and loss report documents the income and expenditure for the period.

Income

Licence Income

Licence revenue YTD is \$226,175 compared to the annual budget of \$427,281. 51% of the annual target has been achieved. Note only fish licence have been sold YTD and a third of our budget is Game. On table 2a fish Licence income is slightly down on YTD. (\$2,120 down) A more up to date and detailed picture of licence sales performance YTD can be found within the licence sales report.

Other Income

Other Income YTD is \$10,172 (*Table 1*)

Table 1: Other Income	Budget \$	Actual \$	Variance
Sundry	-	200	(200)
Sale of Predator Traps	-	-	-
Rent - Maize	5,000	1,130	3,870
Game Bird Hire Equipment	-	-	-
Reparations	-	1,391	(1,391)
Wetland Landowner Advice	-	-	-
Wetland Plants	-	1,817	(1,817)
Advertising - Newsletter	500	-	500
Junior Hunt Sponsorship	-	-	-
Take a Child Fishing	-	-	-
Glenfalls Hut	1,500	1,347	153
Fines	-	-	-
Rent - Staff houses	10,400	3,200	7,200
Meeting Room Hire	2,000	1,213	787
Interest	2,791	(126)	2,917
Donations	-	-	-
Total Other Income	22,191	10,172	12,019

Total expenditure year to date to 31 December 2021 was \$154,277 – 32.0% of budgeted expenditure for the year.

Depreciation

YTD Depreciation is \$7,386.

Species Management

The expenses reported within the Population monitoring budgets relate to a measuring tape and 100L bin for the electric fishing machine (\$62), maize for waterfowl monitoring (\$1,218) and other banding incidental items.

Species Management spending YTD to 31 December was \$1,366 against a total budget of \$17,919.

Habitat Protection Management

The expense reported within Habitat Protection Management relate to rat bait and 9v battery for the shade house (\$20).

Habitat spending YTD to 31 December was \$435 against a total budget of \$15,500.

Participation

Annual purchase of trout food (\$1,717)

Material for the Glenfalls Hut maintenance of the deck (\$827)

Participation spending YTD to 31 December was \$3,606 against a total budget of \$13,100.

Public Interface

Visitor Facility spending for period includes lawn mowing, timber and drymix concrete for new bridge. The power account has doubled as we are now running the pumps 24/7 therefore

50 % of the power account has been allocated to game farm. (\$249) A bacteria solution was purchased from Eco Solutions for weed and algae control in the ponds (\$354).

Public Interface spending YTD to 31 December was \$4,366 against a total budget of \$16,800.

Compliance

The expenses reported within compliance relate to and legal compliance costs.

Compliance spending YTD to 31 December was \$1,599 against a total budget of \$3,800.

Licensing

Staff visited the agents prior to Christmas and provided morning teas (\$82)

The Commission budget includes agent commissions and the fees associated with the Public Online and 0800 sales. \$8,743 YTD is in line with sales reported for the period.

Council

Expenses were incurred relating to catering and governance.

Council spending YTD to 31 December was \$1,599 against a total budget of \$3,800.

Planning & Reporting

Audit accounting \$6,850. The YTD total is less due to the end of year accrual reversals.

Planning & Reporting spending YTD to 31 December - \$4,152 against a total budget of \$7,450.

Administration

- Salaries. YTD \$63,619 – this includes the accrual for Annual Leave.
- Staff Expenses (\$1,254)
- Staff Houses spending was related to NCC rates.
- Office Premises expenditure relates to the usual electricity and cleaning costs, the quarterly rates instalment.
- Office Equipment expenditure relates to the photocopier lease.
- Communications expenses are reported relating to Xero licence fees, telephones, stationery and photocopying.
- General expenses include bank fees.
- Vehicle expenditure relates to fuel for the two vehicles. Staff personal mileage was reimbursed and the monthly SmartTrack fee of \$80 is also recorded each month.

NZ F & G Levy

Total levy \$12,160 – 25% of budget.

3.0 Balance Sheet

Table 3 The Balance Sheet as at 31 December 2021.

Cash Position:	\$222,170 (Including donations of \$65,201) as at 31 December 2021.
Debtors:	Outstanding Debtors \$47,501 as at 31 December 2021. (Table 4) Eyede being the largest debtor. Manawatu Freshwater Anglers Club \$50 credit as they have paid in advance for the hut.
Investments:	\$503,720
Employee Costs:	\$6,456 – this relates to the accrual of holiday pay and PAYE outstanding as at 31 December 2021

4.0 Variance report

The variance report is shown on **Table 6**.

The figures in this report are taken from 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.

5.0 Bank Transactions

Tables 7 and 8 show the bank transactions for the period of 1 November 2021 to 31 December 2021, \$64,591.37 and \$31,942.46, respectively.

6.0 Recommendations

6.1 *That the payments for November and December 2021 totalling \$94,413.62 be approved.*

<i>November 2021</i>	<i>\$64,591.37</i>
<i>December 2021</i>	<i>\$31,942.46</i>
<i>Total</i>	<i>\$96,533.83</i>

6.2 *That the Finance Report be accepted for the 2 months ended 31 December 2021.*

Table 2 Profit and Loss

Hawke's Bay Fish and Game Council For the 4 months ended 31 December 2021

	NOV 2021	DEC 2021	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
Income						
Licence Income						
Fish Licence Income	23,041	31,643	226,175	290,381	(64,206)	(22)
Game Licence Income	-	-	-	136,900	(136,900)	(100)
Non Resident Licence Revenue	170	206	734	-	734	-
Total Licence Income	23,211	31,849	226,909	427,281	(200,372)	(47)
Other Income	2,881	1,957	10,172	22,191	(12,019)	(54)
Total Income	26,092	33,806	237,081	449,472	(212,391)	(47)
Operating Expenses						
Depreciation	1,831	1,893	7,386	22,529	(15,143)	(67)
1100 SPECIES MANAGEMENT						
1110 Population Monitoring	62	1,250	1,328	14,500	(13,172)	(91)
1160 Releases	-	39	39	3,319	(3,280)	(99)
1180 Control	-	-	-	100	(100)	(100)
Total 1100 SPECIES MANAGEMENT	62	1,289	1,366	17,919	(16,553)	(92)
1200 HABITAT PROTECTION MANAGEMENT						
1210 Resource Management Act	-	-	-	10,000	(10,000)	(100)
1220 Works & Management	-	-	-	1,500	(1,500)	(100)
1230 Assisted Habitat	9	11	435	4,000	(3,565)	(89)
Total 1200 HABITAT PROTECTION MANAGEMENT	9	11	435	15,500	(15,065)	(97)
1300 PARTICIPATION						
1310 Access	-	-	-	2,500	(2,500)	(100)
1320 Satisfaction Survey	-	-	-	500	(500)	(100)
1330 Newsletters	-	-	-	3,000	(3,000)	(100)
1350 Angler & Hunter Training	-	1,717	1,717	4,500	(2,783)	(62)
1360 Club Relations	-	-	-	100	(100)	(100)
1370 Fish & Game Huts	827	-	1,888	2,500	(612)	(24)
Total 1300 PARTICIPATION	827	1,717	3,606	13,100	(9,494)	(72)
1400 PUBLIC INTERFACE						
1440 Public Promotions	-	-	-	1,000	(1,000)	(100)
1450 Visitor Facility	1,031	1,083	4,266	15,800	(11,534)	(73)
Total 1400 PUBLIC INTERFACE	1,031	1,083	4,266	16,800	(12,534)	(75)
1500 COMPLIANCE						
1510 Ranging	-	-	32	2,000	(1,968)	(98)
1520 Ranger Training	-	-	-	1,000	(1,000)	(100)
1530 Compliance/Prosecutions	1,171	-	1,171	500	671	134
Total 1500 COMPLIANCE	1,171	-	1,203	3,500	(2,297)	(66)

Table 2 Profit and Loss

	NOV 2021	DEC 2021	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
1600 LICENSING						
1620 Agent Servicing	7	75	82	500	(418)	(84)
1630 Commission	886	1,115	8,743	19,228	(10,485)	(55)
Total 1600 LICENSING	893	1,190	8,825	19,728	(10,903)	(55)
1700 COUNCILS						
1720 Council Meetings						
Council Meeting Expenses	464	216	699	2,000	(1,301)	(65)
Other Council Expenses	600	300	900	1,800	(900)	(50)
Total 1720 Council Meetings	1,064	516	1,599	3,800	(2,201)	(58)
Total 1700 COUNCILS	1,064	516	1,599	3,800	(2,201)	(58)
1800 PLANNING/REPORTING						
1830 Reporting/Audit	294	6,850	4,152	7,350	(3,198)	(44)
1840 National Liaison	-	-	-	100	(100)	(100)
Total 1800 PLANNING/REPORTING	294	6,850	4,152	7,450	(3,298)	(44)
1900 ADMINISTRATION						
1910 Salaries	15,206	18,225	63,619	245,079	(181,460)	(74)
1920 Staff Expenses	784	203	1,254	11,500	(10,246)	(89)
1930 Staff Houses	-	-	623	6,500	(5,877)	(90)
1940 Office Premises	412	752	2,353	8,944	(6,591)	(74)
1950 Office Equipment	120	120	480	2,900	(2,420)	(83)
1960 Communications/Consumables	1,947	1,691	6,033	12,100	(6,067)	(50)
1970 General	110	125	29,713	7,300	22,413	307
1980 General Equipment	245	1,275	1,520	2,500	(980)	(39)
1990 Vehicles	1,744	510	3,685	13,800	(10,115)	(73)
Total 1900 ADMINISTRATION	20,568	22,903	109,280	310,623	(201,343)	(65)
NZ F&G Levy	-	-	12,160	48,638	(36,478)	(75)
Total Operating Expenses	27,750	37,451	154,277	479,587	(325,310)	(68)
Net Profit	(1,657)	(3,645)	82,804	(30,115)	112,919	(375)

Table 2a Profit and Loss with YTD Variance

Hawke's Bay Fish and Game Council For the 4 months ended 31 December 2021

	NOV 2021	DEC 2021	YTD ACTUAL	YTD BUDGET	TOTAL BUDGET	VARIANCE YTD	VARIANCE YTD %
Income							
Licence Income							
Fish Licence Income	23,041	31,643	226,175	228,295	290,381	(2,120)	-1%
Game Licence Income	-	-	-	-	136,900	-	-
Non Resident Licence Revenue	170	206	734	-	-	734	-
Total Licence Income	23,211	31,849	226,909	228,295	427,281	(1,386)	-1%
Other Income	2,881	1,957	10,172	6,430	22,191	3,742	58%
Total Income	26,092	33,806	237,081	234,725	449,472	2,356	1%
Operating Expenses							
Depreciation	1,831	1,893	7,386	7,508	22,529	(122)	-2%
1100 SPECIES MANAGEMENT							
1110 Population Monitoring	62	1,250	1,328	3,080	14,500	(1,752)	-57%
1160 Releases	-	39	39	3,319	3,319	(3,280)	-99%
1180 Control	-	-	-	50	100	(50)	-100%
Total 1100 SPECIES MANAGEMENT	62	1,289	1,366	6,449	17,919	(5,083)	-79%
1200 HABITAT PROTECTION MANAGEMENT							
1210 Resource Management Act	-	-	-	-	10,000	-	-
1220 Works & Management	-	-	-	-	1,500	-	-
1230 Assisted Habitat	9	11	435	-	4,000	435	-
Total 1200 HABITAT PROTECTION MANAGEMENT	9	11	435	-	15,500	435	-
1300 PARTICIPATION							
1310 Access	-	-	-	500	2,500	(500)	-100%
1320 Satisfaction Survey	-	-	-	-	500	-	-
1330 Newsletters	-	-	-	500	3,000	(500)	-100%
1350 Angler & Hunter Training	-	1,717	1,717	2,100	4,500	(383)	-18%
1360 Club Relations	-	-	-	25	100	(25)	-100%

Table 2a Profit and Loss with YTD Variance

	NOV 2021	DEC 2021	YTD ACTUAL	YTD BUDGET	TOTAL BUDGET	VARIANCE YTD	VARIANCE YTD %
1370 Fish & Game Huts	827	-	1,888	1,500	2,500	388	26%
Total 1300 PARTICIPATION	827	1,717	3,606	4,625	13,100	(1,019)	-22%
1400 PUBLIC INTERFACE							
1440 Public Promotions	-	-	-	-	1,000	-	-
1450 Visitor Facility	1,031	1,083	4,266	8,225	15,800	(3,959)	-48%
Total 1400 PUBLIC INTERFACE	1,031	1,083	4,266	8,225	16,800	(3,959)	-48%
1500 COMPLIANCE							
1510 Ranging	-	-	32	1,000	2,000	(968)	-97%
1520 Ranger Training	-	-	-	-	1,000	-	-
1530 Compliance/Prosecutions	1,171	-	1,171	-	500	1,171	-
Total 1500 COMPLIANCE	1,171	-	1,203	1,000	3,500	203	20%
1600 LICENSING							
1620 Agent Servicing	7	75	82	125	500	(43)	-35%
1630 Commission	886	1,115	8,743	10,274	19,228	(1,531)	-15%
Total 1600 LICENSING	893	1,190	8,825	10,399	19,728	(1,574)	-15%
1700 COUNCILS							
1720 Council Meetings							
Council Meeting Expenses	464	216	699	1,000	2,000	(301)	-30%
Other Council Expenses	600	300	900	600	1,800	300	50%
Total 1720 Council Meetings	1,064	516	1,599	1,600	3,800	(1)	0%
Total 1700 COUNCILS	1,064	516	1,599	1,600	3,800	(1)	0%
1800 PLANNING/REPORTING							
1830 Reporting/Audit	294	6,850	4,152	(2,592)	7,350	6,744	-260%
1840 National Liaison	-	-	-	100	100	(100)	-100%
Total 1800 PLANNING/REPORTING	294	6,850	4,152	(2,492)	7,450	6,644	-267%
1900 ADMINISTRATION							
1910 Salaries	15,206	18,225	63,619	81,099	245,079	(17,480)	-22%
1920 Staff Expenses	784	203	1,254	1,492	11,500	(238)	-16%

Table 2a Profit and Loss with YTD Variance

	NOV 2021	DEC 2021	YTD ACTUAL	YTD BUDGET	TOTAL BUDGET	VARIANCE YTD	VARIANCE YTD %
1930 Staff Houses	-	-	623	1,156	6,500	(533)	-46%
1940 Office Premises	412	752	2,353	2,707	8,944	(354)	-13%
1950 Office Equipment	120	120	480	940	2,900	(460)	-49%
1960 Communications/Consumables	1,947	1,691	6,033	3,312	12,100	2,721	82%
1970 General	110	125	29,713	340	7,300	29,373	8,639%
1980 General Equipment	245	1,275	1,520	750	2,500	770	103%
1990 Vehicles	1,744	510	3,685	3,670	13,800	15	0%
Total 1900 ADMINISTRATION	20,568	22,903	109,280	95,466	310,623	13,814	14%
NZ F&G Levy	-	-	12,160	12,160	48,638	-	0%
Total Operating Expenses	27,750	37,451	154,277	144,940	479,587	9,337	6%
Net Profit	(1,657)	(3,645)	82,804	89,785	(30,115)	(6,981)	-8%

Table 3: Balance Sheet

Hawke's Bay Fish and Game Council As at 31 December 2021

	31 DEC 2021	31 AUG 2021
Assets		
Bank		
Westpac Call Account	152,632.74	118,606.69
Westpac Current Account	4,145.44	2,331.57
Petty Cash & Licence Float	30.00	30.00
Donation Account	65,361.37	65,200.74
Total Bank	222,169.55	186,169.00
Current Assets		
Debtors & prepayments		
Accounts Receivable	47,501.33	6,117.85
Interest Accrued & Prepayments	-	1,366.79
GST	-	7,757.91
Total Debtors & prepayments	47,501.33	15,242.55
Investments	503,719.60	503,172.56
Farmlands Shares	1,835.00	1,835.00
Total Current Assets	553,055.93	520,250.11
Fixed Assets	416,050.68	419,711.77
Total Assets	1,191,276.16	1,126,130.88
Liabilities		
Current Liabilities		
Creditors and accrued expenses		
Accounts Payable	17,162.12	25,348.37
Accrued Expenses	32,382.80	35,374.80
Income in Advance	23,811.00	25,760.00
GST	7,440.44	-
Westpac Credit cards	175.08	2,170.79
Total Creditors and accrued expenses	80,971.44	88,653.96
Employee costs payable	6,943.98	16,920.07
Rounding	0.06	-
Total Current Liabilities	87,915.48	105,574.03
Total Liabilities	87,915.48	105,574.03
Net Assets	1,103,360.68	1,020,556.85
Equity		
Accumulated Funds		
Accumulated Funds	854,612.76	792,711.21
Current Year Earnings	82,803.83	61,901.55

Table 3: Balance Sheet

	31 DEC 2021	31 AUG 2021
Transfer To/From Reserves	(2,363.69)	(1,629.59)
Total Accumulated Funds	935,052.90	852,983.17
Dedicated Reserves		
Asset Replacement Reserve	42,595.00	42,595.00
Back Country Fisheries Reserve	60,512.04	59,777.94
Hawke's Bay Pheasants Unlimited	1,610.89	1,610.89
River/Water Quality Donations	63,589.85	63,589.85
Total Dedicated Reserves	168,307.78	167,573.68
Total Equity	1,103,360.68	1,020,556.85

Table 6 : Region: Hawkes' Bay to 31 December 2021

2021/22 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME

Code	Project	EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		Variance	%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual		
1110	Population Monitoring	\$ 14,500	\$ 1,328	282	\$ 19,633	\$ 62,819	\$ 19,633	\$ -	\$ -	\$ 77,319	\$ 20,961	\$ 56,358	27.1
1120	Harvest Assessment	\$ -	\$ -	206	\$ 1,949	\$ 12,576	\$ 1,949	\$ -	\$ -	\$ 12,576	\$ 1,949	\$ 10,627	15.5
1130	Fish Salvage	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1140	Hatchery Operations	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1150	Game Farm	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1160	Liberations	\$ 3,319	\$ 39	20	\$ 975	\$ 1,221	\$ 975	\$ -	\$ -	\$ 4,540	\$ 1,014	\$ 3,526	22.3
1170	Regulations	\$ -	\$ -	24	\$ 1,079	\$ 1,465	\$ 1,079	\$ -	\$ -	\$ 1,465	\$ 1,079	\$ 386	73.7
1180	Control	\$ 100	\$ -	45	\$ 870	\$ 2,747	\$ 870	\$ -	\$ -	\$ 2,847	\$ 870	\$ 1,977	30.6
	TOTAL - SPECIES MANAGEMENT	\$ 17,919	\$ 1,367	1,324	\$ 24,607	\$ 80,829	\$ 24,607	\$ -	\$ -	\$ 96,748	\$ 25,874	\$ 72,874	26.2
1210	RMA	\$ 10,000	\$ -	393	\$ 8,529	\$ 23,992	\$ 8,529	\$ -	\$ -	\$ 33,992	\$ 8,529	\$ 25,463	25.1
1220	Works & Management	\$ 1,900	\$ -	35	\$ 418	\$ 2,137	\$ 418	\$ -	\$ -	\$ 3,637	\$ 418	\$ 3,219	11.5
1230	Assisted Habitat	\$ 4,000	\$ 435	115	\$ 5,813	\$ 7,021	\$ 5,813	\$ 3,208	\$ 3,208	\$ 11,021	\$ 3,040	\$ 7,980	27.6
1240	Assessment	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1250	Legal Expenses Reimbursed	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
	TOTAL - HABITAT PROTECTION & MAM	\$ 15,500	\$ 435	543	\$ 14,760	\$ 33,149	\$ 14,760	\$ 3,208	\$ 3,208	\$ 48,649	\$ 11,987	\$ 36,663	24.6
1310	Access	\$ 2,500	\$ -	120	\$ 905	\$ 7,326	\$ 905	\$ -	\$ -	\$ 9,826	\$ 905	\$ 8,921	9.2
1320	Satisfaction Survey	\$ 500	\$ -	30	\$ 1,462	\$ 1,831	\$ 1,462	\$ -	\$ -	\$ 2,331	\$ 1,462	\$ 869	62.7
1330	Newsletters	\$ 3,000	\$ -	195	\$ 6,927	\$ 11,905	\$ 6,927	\$ 500	\$ 500	\$ 14,405	\$ 6,927	\$ 7,477	48.1
1340	Other Publications	\$ -	\$ -	40	\$ -	\$ 2,442	\$ -	\$ -	\$ -	\$ 2,442	\$ -	\$ 2,442	0.0
1350	Training	\$ 4,500	\$ 1,717	408	\$ 2,715	\$ 24,908	\$ 2,715	\$ -	\$ -	\$ 29,408	\$ 4,432	\$ 24,976	15.1
1360	Club Relations	\$ 100	\$ -	55	\$ 418	\$ 3,358	\$ 418	\$ -	\$ -	\$ 3,458	\$ 418	\$ 3,040	12.1
1370	Huts	\$ 2,500	\$ 1,888	125	\$ 2,089	\$ 7,631	\$ 2,089	\$ 1,500	\$ 1,500	\$ 8,631	\$ 2,630	\$ 6,001	30.5
	TOTAL - ANGLER & HUNTER PARTICIP	\$ 13,100	\$ 3,605	973	\$ 14,516	\$ 59,400	\$ 14,516	\$ 2,000	\$ 2,000	\$ 70,500	\$ 16,774	\$ 53,726	23.8
1410	Liaison	\$ -	\$ -	70	\$ 1,741	\$ 4,273	\$ 1,741	\$ -	\$ -	\$ 4,273	\$ 1,741	\$ 2,533	40.7
1420	Communication	\$ -	\$ -	40	\$ 278	\$ 2,442	\$ 278	\$ -	\$ -	\$ 2,442	\$ 278	\$ 2,163	11.4
1430	Advocacy	\$ -	\$ -	40	\$ 557	\$ 2,442	\$ 557	\$ -	\$ -	\$ 2,442	\$ 557	\$ 1,885	22.8
1440	Public Promotions	\$ 1,000	\$ -	30	\$ 1,671	\$ 1,831	\$ 1,671	\$ -	\$ -	\$ 2,831	\$ 1,671	\$ 1,161	59.0
1450	Visitors/Education	\$ 15,800	\$ 4,326	605	\$ 14,934	\$ 36,934	\$ 14,934	\$ 5,000	\$ 5,000	\$ 47,734	\$ 18,130	\$ 29,605	38.0
	TOTAL - PUBLIC INTERFACE	\$ 16,800	\$ 4,326	785	\$ 19,181	\$ 47,923	\$ 19,181	\$ 5,000	\$ 5,000	\$ 59,723	\$ 22,377	\$ 37,346	37.5
1510	Ranging	\$ 2,000	\$ 32	205	\$ 3,655	\$ 12,515	\$ 3,655	\$ -	\$ -	\$ 14,515	\$ 3,687	\$ 10,828	25.4
1520	Ranger Training	\$ 1,000	\$ -	50	\$ 348	\$ 3,052	\$ 348	\$ -	\$ -	\$ 4,052	\$ 348	\$ 3,704	8.6
1530	Compliance	\$ 500	\$ 1,171	55	\$ 627	\$ 3,358	\$ 627	\$ -	\$ -	\$ 3,858	\$ 1,798	\$ 2,060	46.6
	TOTAL - COMPLIANCE	\$ 3,500	\$ 1,203	310	\$ 4,630	\$ 18,925	\$ 4,630	\$ -	\$ -	\$ 22,425	\$ 5,833	\$ 16,592	26.0
1610	Licence Production	\$ -	\$ -	115	\$ 3,655	\$ 7,021	\$ 3,655	\$ -	\$ -	\$ 7,021	\$ 3,655	\$ 3,365	52.1
1620	Agent Servicing	\$ 500	\$ 82	90	\$ 2,402	\$ 5,494	\$ 2,402	\$ -	\$ -	\$ 5,994	\$ 2,484	\$ 3,510	41.4
1630	Agent Payments	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
	TOTAL - LICENSING	\$ 500	\$ 82	205	\$ 6,057	\$ 12,515	\$ 6,057	\$ -	\$ -	\$ 13,015	\$ 6,139	\$ 6,876	47.2
1710	Council Elections	\$ -	\$ -	30	\$ 1,831	\$ 1,831	\$ -	\$ -	\$ -	\$ 1,831	\$ -	\$ 1,831	0.0
1720	Council Meetings & Expenses	\$ 3,800	\$ 1,599	333	\$ 11,940	\$ 20,329	\$ 11,940	\$ -	\$ -	\$ 24,129	\$ 13,539	\$ 10,590	56.1
	TOTAL - COUNCILS	\$ 3,800	\$ 1,599	363	\$ 11,940	\$ 22,161	\$ 11,940	\$ -	\$ -	\$ 25,961	\$ 13,539	\$ 12,422	52.2
1810	Management Plan	\$ -	\$ -	10	\$ 209	\$ 610	\$ 209	\$ -	\$ -	\$ 610	\$ 209	\$ 402	34.2
1820	Annual Planning	\$ -	\$ -	112	\$ 418	\$ 6,837	\$ 418	\$ -	\$ -	\$ 6,837	\$ 418	\$ 6,420	6.1
1830	Reporting - Auditing	\$ 7,350	\$ 4,152	200	\$ 6,649	\$ 12,210	\$ 6,649	\$ -	\$ -	\$ 19,560	\$ 10,801	\$ 8,759	55.2
1840	National Liaison	\$ 100	\$ -	60	\$ 1,741	\$ 3,663	\$ 1,741	\$ -	\$ -	\$ 3,763	\$ 1,741	\$ 2,022	46.3
	TOTAL - PLANNING/REPORTING	\$ 7,450	\$ 4,152	382	\$ 9,016	\$ 23,321	\$ 9,016	\$ -	\$ -	\$ 30,771	\$ 13,168	\$ 17,603	42.8

Table 6 : Region: Hawkes' Bay to 31 December 2021

2021/22 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME

	\$	78,569	\$	16,769	4,885	1,503	\$	298,223	\$	104,607	\$	7,000	\$	5,685	\$	369,792	\$	115,691	\$	254,101	\$	31.3	
OVERHEADS																							
		Budget	Actual									Budget	Actual			Budget	Actual			Budget	Actual	Variance	
1910 Salaries	\$	245,079	\$	63,619								\$	245,079	\$	63,619	\$	245,079	\$	63,619	\$	181,460	26.0	
1920 Staff Expenses	\$	11,500	\$	1,254								\$	11,500	\$	1,254	\$	11,500	\$	1,254	\$	10,246	10.9	
1930 Staff Houses	\$	6,500	\$	623								\$	6,500	\$	623	\$	3,200	\$	(3,900)	\$	(2,577)	(1,323)	
1940 Office Premises	\$	14,644	\$	2,353								\$	14,644	\$	2,353	\$	10,400	\$	3,200	\$	(1,323)	66.1	
1950 Office Equipment	\$	2,900	\$	480								\$	2,900	\$	480	\$	2,000	\$	1,213	\$	11,504	9.0	
1960 Communications/Consumables	\$	12,100	\$	6,033								\$	12,100	\$	6,033	\$	-	\$	-	\$	2,420	16.6	
1970 General	\$	1,600	\$	29,713								\$	1,600	\$	29,713	\$	200	\$	200	\$	6,067	49.9	
1980 General Equipment	\$	2,500	\$	1,520								\$	2,500	\$	1,520	\$	-	\$	-	\$	980	60.8	
1990 Vehicles	\$	13,800	\$	3,625								\$	13,800	\$	3,625	\$	-	\$	-	\$	10,175	26.3	
Administration	\$	310,623	\$	109,220								\$	310,623	\$	109,220	\$	4,613	\$	4,613	\$	104,607	193,616	35.1
Total Overhead Net Cost																							
Total Outputs Staff Hours																							
Internal Cost Per Hour																							

Schedule C																						
Code	Output	EXTERNAL COSTS		HOURS		INTERNAL COST		NETTABLE INCOME		NET COST		NET COST		NET COST		NET COST		NET COST		NET COST		%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	
1	Species Management	17,919	1,367	1,324	352	80,829	24,507	0	0	98,748	25,874	98,748	25,874	72,874	72,874	26.2						
2	Habitat Protection & Management	15,500	435	543	212	33,149	14,760	0	3,208	48,649	11,987	48,649	11,987	36,663	36,663	24.6						
3	Angler & Hunter Participation	13,100	3,605	973	209	59,400	14,516	2,000	1,347	70,500	16,774	70,500	16,774	53,726	53,726	23.8						
4	Public Interface	16,800	4,326	785	276	47,923	19,181	5,000	1,130	59,723	22,377	59,723	22,377	37,346	37,346	37.5						
5	Compliance	3,500	1,203	310	67	16,925	4,630	0	0	22,425	5,833	22,425	5,833	16,592	16,592	26.0						
6	Licensing	500	82	205	87	12,515	6,057	0	0	13,015	6,139	13,015	6,139	6,876	6,876	47.2						
7	Councils	3,800	1,599	363	172	22,161	11,940	0	0	25,961	13,539	25,961	13,539	12,422	12,422	52.2						
8	Planning, Reporting	7,450	4,152	382	130	23,321	9,016	0	0	30,771	13,168	30,771	13,168	17,603	17,603	42.8						
9	Administration																					
	Total Overhead Staff Hours			1,600	907																	
	TOTAL BUDGET	78,569	16,769	6,485	2,410	298,223	104,607	7,000	5,685	369,792	115,691	369,792	115,691	254,101	254,101	31.3						

Licence Income 2021/22		Budget	Actual
2021/22 Fish licence		290,381	226,909
Less Commission		(19,228)	(8,743)
Net Fish Licence Income		271,153	218,166
2022 Game Licence Income		136,900	-
Less Commission		-	-
Net Game Licence Income		136,900	-
Total Licence Income		427,281	226,909
Total Net 2021/22		408,053	218,166

Reconciliation:		Budget	Actual
Less Interest		(2,791)	126
Plus Depreciation		22,529	7,386
Less Govt Wage Subsidy		0	0
Plus Loss/Less Profit on sale		0	0
Plus Levy/Less Grant		48,638	12,160
Licence revenue		(408,053)	(218,166)
Less Other Income		0	0
Plus other Expenses		0	0
Approved Budget		(30,115)	82,803
Surplus/(Deficit) YTD			

7.0 HEALTH AND SAFETY REPORT

1. Background

As part of its commitment to Health and Safety and providing a safe workplace, the Hawkes Bay Fish and Game Council 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. December 2021 / January 2022 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.

Tailgate forms used:

20/01/22-Banding Lake Rotokare

21/01/22- Banding Lake Rotokare

24/01/22-Banding Farm Rd

25/01/22-Banding Farm Rd

31/01/22-Banding Speedy Rd

01/02/22Banding Speedy Rd

Staff are using field intentions forms to record their trip intentions when undertaking work in the field.

Electric fishing machine serviced December 2021.

2. Monitoring and Reporting

Work Place Accident Register

As at 30 January 2022

Number of workplace injuries in 2021-2022 year	0
Number of workplace injuries in 2020-2021 year	0
Number of workplace injuries in 2019-2020 year	1
Number of workplace injuries in 2018-2019 year	0

3. Risk Management (identification and treatment)

Tailgate forms are being used by staff when undertaking tasks in the field such as farm visits, duck banding and ranging. 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. Staff have a covid-19 H&S plan which is modified as alert levels and case numbers change. Current measures include suspension of honorary ranging, limiting visitors to the office premises, staff staggering office hours in order to reduce contact and meetings held via video conference where possible.

4. Training programme

No training completed.

5. H&S incidents

No incidents to report.

6. Recommendations

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

8.0 COUNCIL PRIORITIES

Ref: 8.02.01

1. Purpose

To review Council's priorities for the 2021/22 year, identify changes in priorities or work areas and discuss projects to be incorporated into the 2022/23 Operational Work Plan.

1. Background

At each meeting an opportunity will be provided for Council to review the progress of projects and initiatives that have been developed in response to Council's key priorities. The February meeting marks the beginning of the operational planning cycle for activities we intend to carry out in the 2021/22 OWP year. At this meeting it is important to consider Council's current priorities, and if there should be changes to priorities, or directions within a priority, in the next OWP year. This will allow us time to undertake appropriate project planning over the coming months.

Council considered the following as priorities for the 2021-2022 year:

- 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.

1.5 Relationship between Priorities and Projects

To assist the development of project areas the following summary has been prepared. It documents the key projects currently being completed as well as the developing issues that relate to each of the priority areas. A number of project areas are listed as a consequence of this information.

1. WETLAND HABITAT

Key Projects 2021-22

- Continue to promote habitat development on private land. Look for more engagement with landowners to see the uptake of services. Continue to work with catchment groups on riparian planting and wetland projects in the Tukituki Catchment.
- Continue working with landowners and assist them with grant applications to the Game Bird Habitat Trust.
- Seek external funding for significant wetland programmes.
- Participate in National and Inter Regional Mallard Research Programmes.
- Continue working with HBRC and volunteers to expand our Tutaekuri predator control network.
- provide practical predator control advice and assistance to landowners.

Developing Issues

- Competition for funding among projects

Proposed Project Areas

- Actively promote habitat development on private land.
- Continued involvement in Tukipo Catchment wetland developments.
- Continue to develop predator control networks on public rivers in Hawke's Bay for the benefit of hunters.

2. RIVERINE HABITAT

Key Projects 2021-22

- Maintain regional Didymo advocacy programme.
- Submit to consent processes of significance to the region's river fisheries
- Continued participation in HBRC water security programme.

Developing Issues

- RMA reforms could have detrimental effects on water quality and biodiversity.
- Didymo remains out of the North Island. The longer it remains out of the North Island the more difficult it is to maintain the motivation of freshwater users to be vigilant. The national programme has now been extended to include other aquatic pests.
- The general continued decline in water quality of Hawkes Bay catchments and further demand by irrigators for more extraction.
- Regional plan changes/implementation of the NPS-FM.

Proposed Project Areas

- Input to the Hawke's Bay water security programme.
- Preparation of consent submissions.
- Ongoing commitment to didymo advocacy.

3. GAME FARM

Key Projects 2021-22

- Continue development of the proposed adjacent wetland site for use as an educational facility. Use this facility as part of a 'One stop shop' for wetland creation and enhancement for landowners.

Developing Issues

- Funding may limit options.

1. WETLAND HABITAT

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Proposed Project Areas

- Input to the Hawke's Bay water security programme.
- Preparation of consent submissions.
- Ongoing commitment to didymo advocacy.

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- Maintain regional Didymo advocacy programme.
- Submit to consent processes of significance to the region's river fisheries
- Continued participation in HBRC water security programme.

Developing Issues

- RMA reforms could have detrimental effects on water quality and biodiversity.
- Didymo remains out of the North Island. The longer it remains out of the North Island the more difficult it is to maintain the motivation of freshwater users to be vigilant. The national programme has now been extended to include other aquatic pests.
- The general continued decline in water quality of Hawkes Bay catchments and further demand by irrigators for more extraction.
- Regional plan changes/implementation of the NPS-FM.

Proposed Project Areas

- Input to the Hawke's Bay water security programme.
- Preparation of consent submissions.
- Ongoing commitment to didymo advocacy.

3. GAME FARM

Key Projects 2021-22

- Continue development of the proposed adjacent wetland site for use as an educational facility. Use this facility as part of a 'One stop shop' for wetland creation and enhancement for landowners.

3. Developing the 2022/2023 Operational Work Plan

Staff are seeking a clear direction from this meeting of Council on priorities to focus on in the OWP for the coming year. If the focus is to remain on the existing priorities, then consideration of the issues identified (and others raised at the meeting) should guide the development of alterations to current work areas, so a draft budget can be prepared for the April Council meeting. A key point for discussion is the balance of resources both within and across priorities. If the Council wants more work done in an area it is important to consider where these resources will come from. If internally resourced, then some other work programme must be reduced and this should be identified before planning proceeds.

In April, an indication of resources required for any changes in the OWP, along with options for re-allocations, will be presented for discussion. At the April meeting it will be necessary for Council to consider indicative performance targets for projects so a draft OWP and budget can be prepared for both the April managers meeting and licence holder consultation. At the June Council meeting, the refined draft OWP will be further considered along with any feedback received from licence holders. The final version of the OWP for the 2022/2023 year will be signed off at the August meeting.

4. Recommendations

- 4.1 That Council reviews the priorities for the 2021/2022 year and identifies any changes to priorities or projects for incorporation into the draft operational work plan for the 2022/2023 year.***

9.0 ANGLERS NOTICE REVIEW

1. Purpose

To review the 2021/22 Anglers Notice and identify any changes to the current regulations that might be warranted in the 2022/23 season.

2. Background

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

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 includes advertising the process on the Hawkes Bay webpage and in the Fish and Game “Reel Life” electronic newsletter. An email has been circulated to anglers’ clubs and a notification has been put on the F&G website.
- (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 2021 meeting, Council will receive any additional correspondence arising from the undertakings to date and will finalise the content of the 2021/22 Anglers Notice.

3. Recommendations

- 3.1 *That Council agrees to the consultation process and time frame for considering changes to the 2022/23 Anglers Notice.***
- 3.2 *That Council identifies any issues for further discussion in the initial “Issues and Options” paper to be prepared in April.***

11. Cultural Harvest of Gamebirds in the Hawke's Bay Fish and Game Region

1. Purpose

For Council to discuss potential options for the allowance of cultural harvest of gamebirds/swan eggs by iwi/hapū in the Hawke's Bay region, including a trial of swan egg harvest.

2. Background

At the last meeting of Council, it was requested that a paper be presented for discussion on a trial of cultural harvest of gamebirds/swan eggs in the Hawke's Bay F&G region. A paper has been circulated to Council prior to this meeting.

3. Recommendation

That Council discusses the paper presented on cultural harvest of swan eggs and decides whether any further information is required before approving the trial for the 2022 season.

12. Liaison Officers Reports

12.1 Report from NZC appointee

13. OPERATIONAL REPORTS

13.1 MANAGEMENT REPORT

SPECIES MANAGEMENT

1111 Regional Didymo Surveillance

Didymo sampling was carried out on January 11. All samples have returned negative.

River Fisheries Investigations

Staff completed electric fish surveys in the Mangaonuku, Tukipo and Esk catchments during December 2021.

1112 Data watch returns for the 2021/22 season

No tagged trout returns received so far this year from Lake Tūtira or Lake Hawkston

1115 Upland / Headwater Fisheries

Drift dives have been scheduled for the end of February. This will include both Mohaka and Ngaruroro sites.

1116 Game Bird Trend Counts

Trend count flights for black swan and paradise shelduck carried out 2 February.

1118 Waterfowl Monitoring Programme

Staff have banded **982** mallard/grey duck this season with a total of **1042** caught including those that had been previously banded. This is a significant increase when compared to previous years and will provide more reliable data when deriving population estimates and trends.

1119 Predator Control

Volunteers continue to monitor traps on the Tutaekuri River. Staff checked traps on the 21st January.

1121 River Fisheries Creel Surveys

Data for the summer season will continue to be collected until the end of March 2022. The link continues to be promoted via angling clubs. Uptake remains low with a small number of anglers contributing.

1151 Game Farm Operations

Predator control is ongoing around the Game Farm site with capture information uploaded to trap.nz. Members of the Jervoistown community maintain plantings around the newer pond area.

1152 Game Farm Maintenance

Grounds maintenance is ongoing with Bo's Mows contracted to mow the lawns every fortnight.

Grounds are also maintained by staff as required including weed eating around new plantings, cleaning of concrete tanks, washing of the exterior of the office building etc.

1154 Game Farm Development

Staff met with the Biodiversity Hawke's Bay representative and a member of the Jervoistown community to discuss potential future uses of the Game Farm. There is potential to turn the Game Farm site into a Biodiversity Hotspot and run events such as the Bioblitz (previously run at other locations around Hawke's Bay) and run workshops on planting and trapping etc. Jervoistown community members are keen to play a role in managing our shadehouse operations.

1172 Game Bird Regulations

Draft game season conditions were checked over by staff members and sent back to Jack Kos at the NZC office.

1181 Game Bird Control

Fish & Game NZ, Hawke's Bay Region total permits issued 1 September to 31 January 2022	
Pukeko	20
Paradise Shelduck	2
Swan	0
Pheasant	0
Total	20

Staff responded to a suspected case of avian botulism at the Ahuriri Estuary on 14 January. One dead Canada goose was retrieved. No further dead or sick waterfowl have been reported or seen during follow up monitoring.

HABITAT PROTECTION AND MAINTENANCE

1211 RMA Planning

Hawke's Bay Fish and Game submitted on the 'Tranche 2' water take consents on the 17th December. Hearing dates are yet to be set. Meetings have been arranged with Forest and Bird and Ngati Kahunungu to discuss a collaborative approach.

Staff attended a meeting with CHBDC regarding plans for Central Hawke's Bay's wastewater treatment plant on the 9th December.

1212 Consent Applications

Staff review weekly consent applications emailed out by HBRC.

1223 HBRC Reserves

Release spraying around new plantings at Railroad wetland were undertaken December 2021.

1231 Maintain and Enhance Game Bird Habitat

Staff continue to visit sites on private land to provide advice on habitat management for gamebirds.

ANGLER AND HUNTER PARTICIPATION

1312 Signage

Staff have begun the 2022 access signage inventory. Signage is replaced as necessary, and the database is updated.

1331 Electronic Newsletters

Staff produced Reel Life newsletters December and January and shared them via Facebook.

1332 Fish and Game Magazine & Newsletters

Staff have produced the Hawke's Bay insert for the Game magazine and continue to work on the game bird hunting newsletter.

1333 Fish and Game Website

4 posts have been put on our Facebook page over the last month covering the following topics:

- Reel Life
- Trout release into Hawkston Lake
- Christmas vacancies at Glenfalls Hut
- Tips and tricks for fishing success shared video

We now have 1142 people following our Facebook page

1351 Children's Fishing Programme

The "Take Me Fishing" day has been postponed due to the difficulty of running a close-contact public event during the covid red alert level.

1352 Angler/Hunter Training

Staff have created new course content for upcoming flyfishing courses. Courses are yet to be scheduled due to uncertainty caused by the current omicron outbreak.

1355 Maintain Balloted Stands

Maintenance carried out on Pekapeka junior and novice stands in January. Stand areas will be sprayed for blackberry in February.

One private land pond has been identified and will be allocated to a junior/novice hunter for the upcoming season.

1353 Angler/Hunter Enquiries

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

1361 Fish and Game Club Communications

Staff maintain regular contact with club presidents.

1371 Fish and Game Hut

All materials necessary for the hut upgrade have been purchased and work is scheduled for February. The upgrade will include a full replacement of the veranda/decking.

COMPLIANCE

1511 Ranging

Headwater ranging in the Ngaruroro catchment carried out on January 11.

Contacts 2021-2022 season (1/9/2021 to 31/12/2022)

So far, this season, Rangers have made 80 contacts with anglers.

Offences YTD 2021/22 season to 31/01/2022	Number
Fish without licence	2
Hunt without a licence	0
Shooting paradise shelduck out of season	0
Hunting game birds with an air rifle	0
Total	0

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.

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

Weekly staff meetings held to maintain staff communications, plan operational work and discuss health and safety.

1941 Office Premises

Office premises kept clean and tidy.

1942 Meeting Room

Meeting room maintained to a clean and tidy standard.

1991 Vehicle Maintenance

Vehicle maintenance kept up to date.

Licence Sales Report

Ref: 6.01.05

31 December 2021

1. 2021-2022 Fish Licence Sales YTD 31 December 2021

1.1 Licence sales for the 2021-2022 season comparison against the 2020-2021 season YTD are summarised in Table one.

1.2 Fish licence sales for the 2021-2022 Season ended 4.5 % below sales of the 2020-21 season results.

1.3 Nationally at the same period the 2021-22 sales are reporting to be 2.2 below sales of the prior season.

1.5 Recommendation

Council accepts the licence report

Table One Fish Licence Sales 2021-22 vs 2020-21 YTD results to 31 December 2021

Licence Category	Agency Online	Public Online & Call Centre	Total YTD 2020-21	Agency Online	Public Online & Call Centre	Total YTD 2021-22	Inc/Dec on prior Season
Fish Adult							
Family	210	203	413	195	194	389	-24
Season	635	528	1,163	533	558	1,091	-72
Season Non-Resident	14	12	26	9	11	20	-6
Loyal Senior	149	78	227	154	93	247	20
Local Area Adult	107	90	197	118	93	211	14
Winter Adult	0	0	0	0	0	0	0
Long Break Adult	4	6	10	0	3	3	-7
Short Break Adult	28	60	88	14	48	62	-26
Day	112	231	343	83	236	319	-24
Day Non-Resident	2	13	15	1	8	9	-6
Total Adult	1,261	1,221	2,482	1,107	1,244	2,351	-131
Fish Junior							
Season	96	84	180	85	97	182	2
Season Non-Resident	1	3	4	1	2	3	-1
Day	14	34	48	46	40	86	38
Day Non-Resident	0	0	0	0	0	0	0
Total Junior	111	121	232	132	139	271	39
Fish Child							
Season Non-Resident	1	0	1	0	0	0	-1
Day Non-Resident	0	0	0	0	0	0	0
Total Child	1	0	1	0	0	0	-1
Total Fish	1,373	1,342	2,715	1,239	1,383	2,622	-93
Whole Season Equivalent (LEQ)			2,211			2,112	-99
Variance between Seasons							-4.5%
\$ (excl GST)			\$255,709			\$251,589	-\$4,120

Summary 2021-2022 Season YTD Actual vs Total Budget

2021-22 Annual Budgeted FISH LEQs	2,438	100.0%	\$290,381
2021-22 Actual	2,112	86.6%	\$251,589
Variance to budget	-326	-13.4%	-\$38,792

1. Meeting Closes