



**EASTERN
FISH AND GAME COUNCIL**

***MEETING
AGENDA***

18 June 2020

AGENDA

The 183rd Meeting of the Eastern Fish and Game Council

Venue: Eastern Fish & Game Region Offices
Paradise Valley Road
ROTORUA

Date: Thursday, 18 June 2020

Commences: 12.00 PM

		<u>Page Number</u>
1	Welcome (12.00 PM)	
2	Apologies	
3	Minutes of the Previous Meeting (28 April 2020)	1
4	Identification of Items for Council Policy	
5	Matters Arising	
6	Notification of Items for General Business	
7	Conflict of Interest Register	8
8	Anglers Notice Review (12.15 PM, 30 min)	(R) 10
9	Conversation with NZC Chair Paul Shortis (12.45 PM, 20 min)	(D)
10	2020-21 Operational Work Plan (1.05 PM, 30 min)	(R) 24
11	Waikaremoana Sports Fish Habitat Fund (1.35 PM, 10 min)	(R) 28
12	Eyede Licencing Administration Agreement (1.45 PM, 15 min)	(R) 30
13	Kaituna WMR Hunting Stand No. 5 (2.00 PM, 5 min)	(R) 36
14	Lake Tarawera Landing 30 September 2020 (2.05 PM, 5 min)	(D) 37
15	Liaison Officers Reports (2.10 PM, 15 min)	(I) 38
16	Operational Reports (2.25 PM, 15 min)	
	16.1 Management Report	(I) 39
	16.2 Health and Safety Report	(R) 50
	16.3 Finance Report	(R) 52
	16.4 Licence Sales Report	(I) 64
17	General Business (2.40 PM, 10 min)	
18	Acknowledgements (2.50 PM, 10 min)	
19	Meeting Closes (3.00 PM)	

R = resolution required, D = for discussion/advice, I = for information only

**UNCONFIRMED MINUTES OF THE 182nd MEETING OF THE EASTERN FISH
AND GAME COUNCIL, HELD ONLINE (VIA MICROSOFT TEAMS) ON
TUESDAY 28th APRIL AT 7.00PM**

Present

Crs David Woolner, Ngahi Bidois, Lindsay Lyons, Murray Ferris, Barry Roderick, Laurance Tamati, Geoff Thomas, Alan Baird, Ken Coombes, Adam Rayner and Debbie Oakley.

IN ATTENDANCE

Andy Garrick, Kate Thompson and Carmel Veitch (Eastern Fish & Game).

1.0 WELCOME AND KARAKIA

1.1 Cr David Woolner (Chairman) opened the meeting at 7.00pm, welcomed all present and invited Cr Ngahi Bidois to perform an opening Karakia.

2.0 APOLOGIES

2.1 There were no apologies received, all members of Council were present.

3.0 MINUTES OF THE TWO PREVIOUS MEETINGS (11 FEBRUARY 2020 & 13 APRIL 2020)

3.1 *Agreed (Murray Ferris/Lindsay Lyons) that the minutes of the meeting held on 11 February 2020 be confirmed as a true and correct record. [20/04/3.1]*

3.2 *Agreed (Geoff Thomas/Adam Rayner) that the minutes of the extraordinary meeting held on 13 April be confirmed as a true and correct record. [20/04/3.2]*

4.0 IDENTIFICATION OF RESOLUTIONS FOR INCLUSION IN COUNCIL POLICY

4.1 No items were identified for inclusion in Council policy from either meeting.

5.0 MATTERS ARISING

5.1 There were no matters arising from the minutes of either the Council meeting held on 11 February 2020 or the extraordinary Council meeting held via Microsoft Teams on 13 April 2020.

6.0 NOTIFICATION OF ITEMS FOR GENERAL BUSINESS

- Andy Garrick - Game Season update
- Andy Garrick - Game Season Day licence
- Andy Garrick - Confirm date for next meeting of Council
- Cr David Woolner - Preferred teleconference platform for meeting

7.0 CONFLICT OF INTEREST REGISTER

7.1 Councillors were asked to inform the chair of any conflicts of interest. No conflicts of interest were recorded.

8.0 ESTIMATED END OF YEAR FINANCIAL POSITION

8.1 Andy Garrick provided Council with a brief explanation of how the Estimated End of Year Financial Position was developed using the worst case scenario of receiving no Game or Non-Resident licence revenue for the remainder of the financial year, and no further income from resident anglers either. It was however premised on generating \$15,000 from a previously unprogrammed contract with Genesis at Lake Waikaremoana, and putting a halt to all non-essential spending from 23 March 2020.

Andy advised that several projects had been cancelled, and some deferred to reduce overall expenditure. Cr Barry Roderick was concerned that we may see between 10-25% loss of income on the sale of NZ resident licences following the economic turmoil created by the lockdown and questioned whether costs had been cut enough? Carmel Veitch provided an insight into revenue modelling that was being undertaken at a national level and advised that the Eastern Region had undertaken a thorough job of reviewing and cutting costs for the remainder of the financial year. Kate Thompson advised that the worst-case scenario presented here included sales up to 31 March 2020. There was still an expectation that Fish licence sales to NZ residents will occur between now and the end of the financial year as several sales, particularly Winter Season, have been occurring during the period of lockdown. Cr Lindsay Lyons felt that by the end of May we will have a fair idea of revenue for the year, particularly if the Game Season is able to proceed.

- 8.2 Cr Murray Ferris moved the discussion to the 2020/21 OWP year where it was likely that a more significant decline would be seen. Cr Debbie Oakley agreed and emphasised the need to act promptly in developing a worst-case scenario for the 2020/21 year.
- 8.3 Andy Garrick informed Council that we will have a better idea of revenue in the next six to eight weeks for the current year, and that he understood the NZ Council was developing a national strategy/guidelines for preparation of next year's budgets. Carmel Veitch confirmed that at its last meeting the New Zealand Council had formed a Standing Finance Committee to review the situation, and noted while this was the case it would be worth front footing the issue and looking at scenarios based on revenue reductions of 10-30%.
- 8.4 Cr Barry Roderick queried the NZ Council policy on spending of reserves. Carmel Veitch advised that there is a National policy for use of reserves requiring any expenditure of reserves needed to be applied for and approved by the NZ Council. Any additional spending of reserves over and above current budget levels was not being considered at this point in time as it is the reserves that will absorb any losses incurred this financial year. Cr Lindsay Lyons asked why this Council had not approved the applications staff had made for use of its reserves next year prior to these being put forward to the NZC? Andy Garrick noted for the benefit of Council that Cr Lyons was referring to this region's request to utilise non-resident reserves for three projects including a 12 month contract to employ a hatchery trainee as part of a staff succession strategy. Andy commented that the turmoil caused by COVID-19 had resulted in previously scheduled meetings and other processes being turned upside down. What was intended to have occurred was set out in the 11 February 2020-21 OWP agenda item and again in today's agenda, i.e. applications to use reserves or apply for contestable funding were required to be submitted to NZC staff for collation ahead of both this Council's meeting scheduled to have occurred on 9 April, and the joint meeting of managers and NZC which was programmed to have taken place on 17 April. Prior to being tabled at the NZC meeting, this Council would have decided on 9 April whether or not it wished to proceed with the applications proposed, and if it didn't, notice would have been given that these were being withdrawn. Andy advised it was not a fait accompli, but given the present circumstances, both the proposed budget that staff had drafted pre COVID and the applications to utilise reserve funding were no longer applicable. It was very likely that use of regional reserves would not be an option for the coming year and it would be back to the drawing board for the 2020-21 budget and work plan.

9.0 2020-2021 OPERATIONAL WORK PLAN

9.1 Andy Garrick re-iterated that the draft 2020-21 Operational Work Plan was largely academic now along with the applications for use of non-resident reserves which had been prepared prior to COVID-19. These applications were now on hold and the future of the 2020-21 budget and workplan was dependent on revenue forecasts and we would need to take on board any national strategy or collective response that the NZC might be recommending or requesting of regions. Andy briefly overviewed the proposed changes that had been made to budgets and activities in recognition of the substantial reduction in licence revenue we are likely to experience next year, and the principle that we minimise all non essential funding at this point in time. These changes were outlined in the agenda item. One proposed change that he particularly wanted to draw Council's attention to, was the establishment of a new project labelled "R3 Programme" (Code 1812) under Output 8 Management/Strategic Planning. Given the ongoing decline in licence revenue this region had been experiencing well before the COVID outbreak, there was a need, all the more urgent now, to direct much more effort not only into R3 initiatives to increase licence sales, but into business development and ways in which we could generate additional and alternative forms of revenue. It was proposed this be funded initially by moving the \$8,500 currently sitting in the newsletter and magazine publications budget to this new project as the magazine was funded now by the NZC. A number of staff including himself would have a portion of their hours directed specifically to this project.

9.2 CR Barry Roderick queried the savings that could be made if the number of fish raised by the hatchery was reduced? He also queried whether there was a succession plan in place for the hatchery staff. In response to the latter, Andy Garrick advised that the hatchery manual that deals with all operational matters associated with the hatchery operation was in the process of being updated to ensure that the wealth of knowledge and experience in the heads of the two key hatchery staff was documented to the extent it could be. More importantly, the proposal to utilise our non-resident anglers reserve for a one off period of 12 months to bring on board a hatchery trainee immediately prior to the anticipated retirement of our longest serving hatchery officer was advanced as the key element in our succession plan. Operating a hatchery along with all of its associated activities is a highly specialised undertaking requiring skills that are not readily available in the market place. Barry also suggested there might be a need to reduce staff hours and/or cut wages, and Cr Murray Ferris questioned whether this had been considered? Andy commented that everything needed to be on the table, and he had been looking into all options. He noted however, that until we had a better understanding of where the organisation was likely to be heading both within the region and nationally, it was premature to be proposing staffing cuts. Cr Ngahi Bidois agreed there needed to be a conversation about cutting costs and we really needed to look at alternative ways of making money e.g. contracting out our staff. Cr Lindsay Lyons suggested it might be more appropriate at this time to upskill some of our current staff to work in the hatchery. Cr David Woolner spoke of staff welfare, with engagement and wellbeing on the job being top priority.

10.0 2020-21 LICENCE FEES AND CATEGORIES

10.1 Council had reviewed this item prior to the meeting and no further discussion was required.

10.2 *Agreed (Geoff Thomas/Adam Rayner) that Council supports no changes to licence fees or categories for the 2020-2021 Seasons. [20/04/10.2]*

11.0 ANGLERS NOTICE REVIEW

11.1 Cr David Woolner informed Council that Andy Garrick had proposed to defer the Anglers Notice review until the next meeting. Andy Garrick confirmed this as discussions around this item typically occupy a considerable amount of time. He advised that submissions had been included in the Papers for Information for this meeting and confirmed the Anglers Notice Review would be included on the agenda for Council to consider at its next meeting.

12.0 LIAISON OFFICERS REPORTS

12.1 *The New Zealand Fish and Game Council*

Cr Lindsay Lyons informed Council of items discussed at recent meetings of the New Zealand Council via Microsoft Teams and later Zoom. The upcoming Game Season opening and season conditions were top of the agenda, and Lindsay provided Council with an overview of those discussions. Cr Alan Baird expressed concern that the delay would mean hunting into the nesting season. Cr Adam Rayner said that he had seen birds with eggs right through May in the past five seasons and Andy Garrick suggested that with global warming it may not be uncommon for mallard to be breeding all year round in years to come. Lindsay informed Council that there is an option to gazette a special season for paradise shelduck to provide additional opportunity for hunters this year, but it was noted that there were already seasons available for the hunting of these and those seasons had been determined on the basis of trend counts and what was considered to be sustainable. Andy commented that paradise shelduck have a delayed maturity, nesting at two years of age, so can very easily be over exploited compared to mallards which breed in their first year.

The second meeting of the New Zealand Council saw a change of the Chair to Paul Shortis from the Wellington Fish and Game Council. This was followed by a Public Excluded session relating to the financial impacts of COVID-19 on Fish & Game revenue and the establishment of a Standing Finance Committee to co-ordinate a review of revenue forecasts and budgets.

Cr Barry Roderick queried Lindsay about a proposed review of Fish & Game that had been bandied around and asked what the main drivers for this were and whether this was a directive from the Minister of Conservation? Lindsay advised that the Department of Conservation had been watching Fish & Game very closely and had concerns about how it was operating. Lindsay said DOC will drive the process, it will be an external review, and there was no doubt that it would take place. Cr Murray Ferris, while not opposed to a review, expressed concern about the Department of Conservation's involvement in the light of its history and performance, and wished to highlight that it was critical it be a totally independent. Lindsay responded that the current model of Fish & Game is not fit for purpose and needs to be modernised. Any reviewer would be very well qualified, the review would be external and not undertaken by the Department of Conservation, and will benefit all of Fish & Game. He welcomed Councillors calling him for updates at any time.

Cr David Woolner on behalf of Council expressed thanks to Lindsay for his service and commitment to Fish & Game in his role of Chairman to the New Zealand Council for the past six years. Lindsay thanked Council for their support said he would not have done it if he didn't love the organisation.

13.0 OPERATIONAL REPORTS

13.1 Council had reviewed the operational reports prior to the meeting and no further discussion was required.

13.2 Agreed (Ken Coombes/Ngahi Bidois) that Council receives the Health and Safety Report, Management Report, and Licence Sales Report. [20/04/13.2]

13.3 Agreed (Ken Coombes/Ngahi Bidois) that Council receives the Finance Report and approves payments for January and February 2020 totalling \$399,145.45 [20/04/13.3]

13.4 Ken Coombes queried the likely levels of Winter Licence sales to residents. Kate Thompson advised the sales to this category had dropped back after the introduction of the new licence categories, but there were still over 500 sold last season.

14.0 GENERAL BUSINESS

14.1 Andy Garrick was intending to talk about the proposed Game Season but a lot of what he was going to inform Council of had already been covered by Lindsay Lyons in his New Zealand Council report. He said that there were still some questions on the table in relation to what regional travel constituted, and staying overnight. The rahui placed on the Waikato River by Tainui iwi was briefly discussed and questions raised whether this might be extended to include the upper Waikato also. Cr Murray Ferris felt that references to "regional" boundaries were confusing for many, and suggested putting a recommendation to the Minister to limit travel to 100-200kms from place of residence.

14.2 Andy Garrick advised that the Game Day licence typically becomes available two weeks after the game season has got underway, and this was currently gazetted to be 13 May this year. Since this agenda went out Council had been invited to provide feedback on the idea of pushing the date for day licence availability out to two weeks after the revised opening date for the season to discourage hunters from purchasing day licences for Opening Weekend in preference to a whole season licence. Being an item of General Business, Council was unable to pass a motion on this but agreed that Council supported this proposal.

14.3 The proposed date for the next meeting of Council was discussed and Andy Garrick advised that a key focus of the next meeting would be business planning for the 2020-21 operational year. He suggested it might be appropriate to hold off meeting until such time as we had received information from the Standing Financial Committee that would assist us with producing a redraft of the OWP and budget. Carmel Veitch suggested that didn't prevent regions from starting to plan now for various scenarios, and Andy agreed and advised he would be working with staff to review the operational work plan in the light of differing forecasts of income for next year. Cr David Woolner suggested Council reconvene when more definitive information was at hand.

14.4 Cr David Woolner asked Council whether they were happy to continue to use Microsoft Teams for online meetings, or whether there was a preference to utilise Zoom. Those who provided feedback suggested that Zoom was a more stable platform. It was agreed that future meetings would be held via Zoom, and David and Andy would assist those who are not familiar with it to get it set up and running.

15.0 MEETING CLOSED

15.1 The meeting closed at 8.21pm with a closing karakia (in English and Maori) from Cr Ngahi Bidois.

.....
David Woolner
Chairman

SUMMARY OF RESOLUTIONS

3.0 MINUTES OF THE TWO PREVIOUS MEETINGS (11 FEBRUARY 2020 & 13 APRIL 2020)

3.1 *Agreed (Murray Ferris/Lindsay Lyons) that the minutes of the meeting held on 11 February 2020 be confirmed as a true and correct record. [20/04/3.1]*

3.2 *Agreed (Geoff Thomas/Adam Rayner) that the minutes of the extraordinary meeting held on 13 April be confirmed as a true and correct record. [20/04/3.2]*

10.0 2020-21 LICENCE FEES AND CATEGORIES

10.2 *Agreed (Geoff Thomas/Adam Rayner) that Council supports no changes to licence fees or categories for the 2020-2021 Seasons. [20/04/10.2]*

13.0 OPERATIONAL REPORTS

13.2 *Agreed (Ken Coombes/Ngahi Bidois) that Council receives the Health and Safety Report, Management Report, and Licence Sales Report. [20/04/13.2]*

13.3 *Agreed (Ken Coombes/Ngahi Bidois) that Council receives the Finance Report and approves payments for January and February 2020 totalling \$399,145.45 [20/04/13.3]*

7. CONFLICT OF INTEREST REGISTER

Ref: 7.02.01

11 June 2020

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

In 2016 the Eastern Fish and Game Council adopted a revised policy and rules for dealing with Conflicts of Interest and these include providing 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) providing 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.

8. ANGLERS NOTICE REVIEW

File: 1.07.01

11 June 2020

1. Purpose

To finalise recommended changes to the Anglers Notice regulations for the 2020-2021 season for forwarding to the NZC office by 26 June.

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 or concerns they may have identified with the current regulations for consideration by Council.

Council has developed a comprehensive approach to dealing with the Anglers Notice. The policy approach splits regulations into those that serve a social function and those that serve a biological function. Social regulations are those that affect the angler and principally relate to angling methods. Waters are categorised based on trout densities, and levels of angler use. These categories are used to determine how social based regulations should be applied. Biological regulations are those that affect trout populations and include bag and size limits. A matrix was developed taking into account biological objectives associated with sustainability, harvest allocation, and specific population manipulations. Any changes to the Anglers Notice must not conflict with the Anglers Notice policy which is provided in Appendix 1 to this item.

This approach has greatly simplified the task of reviewing the Anglers Notice and enables regulations to be confirmed or amended quickly and efficiently.

A full review of the regional regulations (Schedule 2) is undertaken every second year. A less comprehensive process is conducted in the year between. This year, a full review is required which to date has involved/will involve:

1. At Council's February 2020 meeting, a number of previously discussed and identified items as well as 'carry over' proposals to the Anglers Notice were presented to the Council for discussion. The Council determined which submissions had merit and warranted further investigation. Staff subsequently produced an 'Issues and Options' paper which was circulated to clubs and public.
2. Prior to its April meeting, Councillors were forwarded copies of the submissions which had been received from clubs and individuals in the April Papers for Information. Feedback from staff on the submissions received, and further consideration of proposed changes by Council was subsequently deferred until the present meeting due to COVID related changes to meeting schedules and agendas.
3. At this, its June 2020 meeting, Council will consider all information presented, and will finalise the recommendations it wishes to submit to the Minister of Conservation for the 2020-2021 Anglers Notice.

3. Proposed Amendments

A number of amendments were proposed by Council and submitters during and following the last review including held over items. These suggestions are presented below and accompanied with the outcomes of consultation and feedback from various submitters (see April 2020 Papers for Information) and comments from staff.

3.1 Remove all 'Fly Fishing Only' designations from Lakes Tarawera and Rotoiti shoreline areas

Background

During the Anglers Notice Process for the 2018-19 fishing season, the Eastern Region Fish and Game Council amended the angling regulations to remove 'fly fishing only' designations from a number of sites on lakes Rotorua, Rotoiti and Tarawera. Lake Rotorua is now open to fly and spin methods in all areas. On Lake Rotoiti, all sites are open to fly/spin from 1 October to 31 March, but from 1 April through to 30 September, Ruato Bay and 'the Pipe' (Hinehopu) are 'fly fishing only' within 200m of their landmark poles. Similarly on Lake Tarawera, the entire lake is open to fly/spin methods from 1 October until 1 April after which two of the winter shoreline fishing locations (The Landing and Te Wairoa Stream mouth) become 'fly fishing only'.

The removal of the 'fly fishing only' monopoly from sites within Eastern Region has been very well received with very few grumbles being passed onto staff. Amending the regulations to open up areas to spin fishing is a move to be more inclusive, attract new and inexperienced anglers to the sport, and provide greater opportunity for those who can no longer handle a fly rod.

Participation in freshwater sports fishing is declining. Regional licence sales indicate an ongoing downward trend, and complex regulations and confusion around these are barriers to inclusion. Council has previously indicated support for simplification of the rules as a matter of principle and as a means of removing these impediments.

Discussion

Removal of the fly fishing only status around the remainder of the Rotorua lakes shoreline would increase participation in angling and reduce complexity in the rules, both which have been goals of the Eastern Region Fish and Game Council.

The 'fly only' designation is a historic practice which converted to a social rule under the Anglers Notice Policy 2003. The angling pressure at a site reaches a threshold level of use, above which the fly only designation kicks in, theoretically to reduce conflict between angler groups. Council altered the Anglers Notice Policy and criteria relating to threshold levels for designating 'fly fishing only' waters during the 2018-19 Anglers Notice review process. This does not preclude Council from recognising 'fly fishing only waters' but provides greater opportunity to foster participation.

Where fly fishing and spin fishing now overlap, e.g. at Hamurana, Ngongotaha, Waiteti and Awahou on Lake Rotorua, 'the Transformer' and Hauparu Bay on Lake Rotoiti, and at Waitangi Bay, 'the Orchard', Otumutu Lagoon and the Wairua Stream mouth on Lake Tarawera, issues arising between anglers using these fishing methods appear to be very rare and no greater than those which arise amongst anglers using the same method. The majority of spin angling occurs within daylight hours, whereas a large proportion of fly angling occurs

after dark, certainly at winter shoreline destinations. We have also observed that where fly and spin fishing can take place side by side, the predominant method used by far is fly fishing.

There may be a negative response from fly anglers to this proposal on the grounds they feel they are losing 'rights'. Conversely, spin anglers can argue that they pay the same price for their licences as fly anglers but are discriminated against as they are unable to use their preferred method at all locations fly anglers are able to.

The Hawke's Bay Fish and Game Council made all of its fly fishing only areas open to fly and spin some years ago. This generated negative comment from some quarters for a relatively brief period before becoming more generally accepted.

From a biological perspective there have been numerous studies which have looked at catch rates and hooking induced mortality of fish caught by fly fishing versus those caught by spin fishing. The consensus is that spin fishing is no more effective than fly fishing in terms of catching fish, and spin fishing does not result in greater mortality of fish released compared to fly only methods. Research is clear that permitting the use of spin fishing in a water does not affect the biological sustainability of a fishery.

The regulations pertaining to 'fly fishing only' areas at the winter shoreline areas on Lakes Rotoiti and Tarawera were relaxed for the 2012-13 season to allow spin fishing for part of the season and have remained so since. While this was timed to reduce potential angler conflict during the higher intensity periods when spawning fish are aggregating in these areas, we have never received reports of conflict arising as a consequence of the regulations being relaxed.

We are aware however, that having differing regulations over the course of the season creates confusion around what may be used where and at what times. With declining participation and fewer anglers utilising these areas, there appears to be no reason for retaining this somewhat discriminatory approach.

Options

- (i) Retain the status quo and retain current 'fly fishing only' areas around the shorelines of Lake Rotoiti and Lake Tarawera.
- (ii) Remove fly fishing only designation from all lake shoreline areas on lakes Rotoiti and Tarawera.

Feedback

(i) Retain Status quo	(ii) Implement Change
1	2

Comments Received re Retaining Status Quo

Doubt over whether inclusion of spin fishing at these sites will increase the participation at sites or increase licence sales. Fishing area at the Pipe and Ruato (Rotoiti) is small and already congested without adding spinning anglers. Te Wairoa (Tarawera) is a special angling place and site for brood fish selection. It can hold only four rods and spin angling inclusion would only lead to greater congestion and friction. Spinning with trebles would only lead to damage of the male (potential) brood fish which must be released at the site.

Comments Received re Implementing Change

Agree to remove fly fishing only designation from all areas of Tarawera.

3.2 Remove the winter angling restriction on the Otara River downstream of the Otara East Road Bridge

Background

The Otara River and its tributaries are currently open 1 October to 30 June for both fly and spin fishing. The lower Otara is highly accessible from Opotiki township and has little spawning value in its lower to mid reach sections. High value trout spawning habitat is present in its tributaries including the Pakihi, Te Waiti, and Tutaetoko streams.

Discussion

The Otara River receives little angling pressure (estimated 290 ± 220 angler visits over the 2007-08 season). With declining participation in freshwater angling within many areas, having more waters with easy access open year-round will provide greater opportunity for anglers (including youth and elderly anglers) to participate in the sport.

Options

- (i) Retain the status quo, i.e. the Otara River in its entirety remains open to fly/spin methods 1 October to 30 June.
- (ii) The section of the Otara river downstream of the Otara East Bridge to Opotiki Harbour is opened to fly/spin methods all year-round.

Feedback

(i) Retain Status quo	(ii) Implement Change
0	2

Comments Received re Retaining Status Quo

None received.

Comments Received re Implementing Change

Will enhance sports fishing for anglers. The section is easily accessible especially for senior anglers. Spawning occurs further upstream in headwaters.

3.3 Amend Lake Whakamarino's (Tuai) authorised fishing methods to allow fly and spin fishing methods

Background

Lake Whakamarino (Tuai) is a hydro operated impoundment within the Waikaremoana hydro-electric power scheme. It is currently open 1 October to 30 June and is open to fly fishing only. It was once a renowned fishery producing trophy sized trout up to 30 pounds. In recent years, and due to a range of factors including a reduction in habitat, shallower water as a consequence of siltation, and weed encroachment, trout struggle to reach very large size. One of the main fishing sites previously used by anglers was from a platform immediately above the power station turbine outflow, but access to this is no longer available as it was blocked off by Genesis Energy as a Health and Safety measure prompted by Worksafe NZ.

Discussion

Lakes Waikaremoana and Kaitawa, and the Waikaretaheke River on either side of Lake Whakamarino are open year-round to fly and spin. Kaitawa and Whakamarino are hydro impoundments that provide alternative options for anglers to the main lake and river, and sheltered angling when Lake Waikaremoana is too rough to fish. Extending spin fishing to Whakamarino would make fish positioned in the station outflow more accessible to anglers than was available when access to the platform above the outflow was removed.

Tuai is a small community that would benefit from its junior anglers being able to spin fish in the lake on their doorstep. No issues have arisen as a result of both fly and spin methods being able to be used in Lake Kaitawa immediately above Whakamarino.

Options

- (i) Retain the status quo, i.e. retain current wording under Authorised fishing methods as “*fly fishing only (F)*”, or;
- (ii) alter current wording under ‘Authorised fishing methods’ to “*fly, spin (FS)*”.

Feedback

(i) Retain Status quo	(ii) Implement Change
1	2

Comments Received re Retaining Status Quo

Lake Whakamarino is choked with weed. It is a shallow lake and spinners will tangle with weed. Younger anglers who this is targeted at, or people who don't care may transfer this weed to Waikaremoana.

Comments Received re Implementing Change

None received.

3.4 Open Lake Kaitawa and Lake Whakamarino (Tuai) to year round angling

Background

Lakes Kaitawa and Whakamarino are hydro impoundments within the Lake Waikaremoana Hydro-electric Power Scheme. The lakes in the past 20 years or so have had low angling use. Lake Whakamarino angling visits dropped markedly between 1994/95 (1,200 ± 460 angler visits) and 2014-15 (180 ± 110 angler visits) according to National Angler Surveys (NAS). The intervening NAS years 2001/02 (20 ± 20) and 2007/08 (50 ± 30) report even lower usage estimates. Lake Kaitawa was reported as having 180 ± 180 angler visits in 1994/95 and 80 ± 80 angler visits in 2014/15.

The lakes are stocked annually so do not rely on natural recruitment for sustainability meaning harvest rates could be offset by lifting stocking if required.

Discussion

Opening these lakes for an extra three months a year is likely to have little effect on harvest. However, there would be a positive effect of increasing the areas available for anglers to fish especially when the main lake (Waikaremoana) is too rough to allow angling.

Options

- (i) Retain the status quo, i.e. For Lakes Kaitawa and Whakamarino; Open Season “1 October – 30 June”, or;
- (ii) Alter the Open Season for Lakes Kaitawa and Whakamarino to “1 October – 30 September”.

Feedback

(i) Retain Status quo	(ii) Implement Change
0	2

Comments Received re Retaining Status Quo

None received.

Comments Received re Implementing Change

No objection.

3.5 Amend the wording relating to Lake Waikaremoana and the landmark poles located at the Mokau and Hopuruahine Streams

Background

The distance from the landmark poles downstream to the Hopuruahine and Mokau Stream mouths varies according to the level of Lake Waikaremoana. As a hydro power reservoir the level of the lake can fluctuate by up to 3m, this being the operating range for the lake.

There are two entries for Lake Waikaremoana in the current regulation guide as follows:

“*Waikaremoana Lake - excepting area below - 1 Oct -30 Sep - fly, spin.*”

“*Waikaremoana Lake - within 200m downstream of the Mokau and Hopuruahine landmark poles - 1 Oct -30 Sep - fly fishing only*”

This causes unnecessary complexity in two ways. Firstly, the entries relating to the Mokau and Hopuruahine Streams downstream of the landmark poles appear under Lake Waikaremoana which is inconsistent with how other streams are laid out in the guide. Secondly, a definition of “*within 200m downstream of*” is a subjective measure. To avoid this and make everything clearer, it would be simpler to allow fly and spin from Lake Waikaremoana up to the landmark poles year round, and retain the upstream sections of the streams important for trout spawning to fly fishing only from 1 December to 30 June.

What is proposed is to reword Lake Waikaremoana as:

“*Lake Waikaremoana – 1 Oct - 30 Sep, fly, spin (FS)*”

and insert new entries for the streams as follows:

“*Hopuruahine Stream – downstream of landmark pole, year-round, fly, spin (FS)*”

“*Hopuruahine Stream – upstream of landmark pole, 1 Dec – 30 Jun, fly only (F)*”

“*Mokau Stream – downstream of landmark pole, year-round, fly, spin (FS)*”

“*Mokau Stream – upstream of landmark pole, 1 Dec – 30 Jun, fly only (F)*”

Discussion

The current wording in the regulation guide is unclear and the manner in which the waters downstream of the landmark poles are listed is inconsistent with how other waters are laid out in the guide. What is proposed would remedy this and make the rules easier to interpret.

The Hopuruahine Stream environment downstream of the landmarks is generally silty and slow flowing and unsuitable for trout spawning. The pressure within these stream systems is low, and being able to spin fish up to the landmark poles would provide additional opportunity for spin anglers without impacting on the resource.

Options

- (i) Retain the status quo i.e. the current wording under Mokau, Hopuruahine and Waikaremoana Lake, or;
- (ii) Amend wording under Mokau, Hopuruahine and Waikaremoana Lake to reflect the areas downstream of landmark poles on Mokau and Hopuruahine Streams are open year round to fly, spin (FS) and upstream of the Mokau and Hopuruahine landmarks are open 1 Dec to 30 Jun, fly fishing only (F).

Feedback

(i) Retain Status quo	(ii) Implement Change
2	2

Comments Received re Retaining Status Quo

Some concern expressed around spin fishing impacting on trout going up for spawning runs. Concern around conflict between angling methods – for example the ‘Willow pool’ on the Hopuruahine is the only ‘resting pool’ below the closed waters area during the winter period.

Comments Received re Implementing Change

These restrictions have always been complex, confusing, and difficult to interpret.

3.6 Saturday'ising the opening of trout fishing in Eastern Region waters (lakes Tarawera, Rotoiti and Okataina)

Background

Currently (within Eastern Region) the trout fishing season opens on 1 October each year excluding some areas of special spawning significance that open on 1 December. It has been suggested that moving the opening date for the three 'renowned' Rotorua lakes (Tarawera, Rotoiti and Okataina) to the first Saturday in October would enable more anglers to participate in the occasion, and Fish & Game could take advantage of this and generate more of a ‘carnival’ atmosphere to attract new licence holders and/or retain a proportion of those who might otherwise not bother to renew their licence.

Council has considered this proposition on a number of occasions over the years. Some of the resolutions arising from the more recent of these discussions are as follows:

2014:

The proposal to change the opening of the fishing season to the 1st Saturday in October was discussed and Rob Pitkethley provided Council with a summary of an earlier attempt to do so in the late 90s. The idea progressed from just opening Lakes Tarawera, Rotoiti

and Okataina on the first Saturday to opening all Fish & Game waters on this day but it was not supported nationally and so the idea did not progress further through the Anglers Notice review. [14/08/7.4]

2015:

Cr Barry Roderick queried progress on the proposal to change opening day to the first Saturday in October. Cr Annaka Davis noted that this idea had been dropped following consultation with staff and other regions. [15/04/8.9]

2016:

Agreed (Lindsay Lyons/Neal Hawes) that Council does not support, at this time, the submission to adjust the season opening date for lakes Rotoiti, Tarawera and Okataina so that it falls on the first Saturday in October each season, but notes that the opening of the 2016/17 season on 1 October this year falls on a Saturday and this provides an opportunity to investigate some of the positives and negatives of the proposal. [16/06/10.13]

We know from the somewhat qualitative and statistically limited survey undertaken on the Saturday opening of the 2016-17 season, that anglers were split approximately 50:50 for and against Saturday'ising the opening of the season on Tarawera, Rotoiti and Okataina. There were also quite a number of anglers who weren't concerned and commented their tradition is to go fishing whatever day it falls on.

Fish & Game staff have observed over many years of opening day surveys, that the day of the week does not have the same effect on attendance on opening that weather does. Fine, calm weather openings produce more attractive conditions on the lakes than rough, windy and wet weather and influence participation to a much greater extent than whether it falls on a weekend or not.

Discussion

Some points to consider in favour:

- Would benefit those who can't get time off during the week or are going to school, and might mean more anglers get out than would otherwise have been the case subject to the weather on the day;
- Might mean more families and/or groups of friends could participate or get together around the occasion;
- Could make it into a bigger event and provide an opportunity to promote it in combination with other activities;
- It would be like the opening of duck hunting opening in which most participants know it's the first Saturday in May, and in addition to turning it into more of a tradition, it could reduce some occasional compliance issues (this might only be the case however, if all Fish & Game regions chose to open on the first Saturday in October because not all do).

Some potential downsides:

- Would penalise those who have to work on Saturdays and weekends;

- Confusion and compliance issues are likely to be created if just the three lakes (Tarawera, Rotoiti and Okataina) were opened on the first Saturday of October and other areas in the region, along with most other regions (including our immediate neighbours), opened on 1 October.
- If changing the opening of the three lakes to a Saturday did have the effect of substantially increasing participation, the additional congestion on the lakes as occurs on most openings when weather conditions are particularly favourable is likely to detract from the experience of many of those who are out on the day (due to the behaviour of some boaters, added congestion at boat ramps, and issues with finding a place to park). Staff have heard this point of view on many occasions.
- Boat ramps and car parking infrastructure is already overloaded locally.
- Some people might feel they are missing out on their licence fee due to a few less days being available to fish in (some years more so than others).

A carnival atmosphere and promotion to recruit, retain or reactivate licence holders could potentially be just as effective if it was scheduled for the first weekend in October, or another later one, even if the season had actually opened some days beforehand.

Options

- Retain the status quo i.e. Lakes Tarawera, Rotoiti and Okataina open on 1 October, or;
- Change the season opening date for lakes Tarawera, Rotoiti and Okataina to the first Saturday in October each season.

Feedback

(i) Retain Status quo	(ii) Implement Change
3	1

Comments Received re Retaining Status Quo

If opening of these named lakes was to be Saturday'ised, it should apply to all Eastern Region waters. An opening day competition would be jeopardised through contestants who prefer to fish those lakes being precluded from fishing those waters.

There would be confusion and compliance issues unless all of Eastern Region and the rest of NZ included in this change. Increased congestion particularly at boat ramps would be unacceptable in the submitters view. Everyone who wishes to fish a weekday opening is entitled to take leave. If the idea is to encourage more people to join the opening day festivities – the Fish & Game need to work with local Council, DOC and Police to ensure all participants behave responsibly and respectfully during this time. The rubbish and destruction at parts of Tarawera is bad enough currently without further hoards joining in.

Comments Received re Implementing Change

Would have the effect of more anglers fishing on the day, and presumably generate some increased licence sales and provide greater fishery information. On balance would support the concept.

4. New Proposals Received

Three new proposals were received from submitters.

4.1 Only single barbless hooks permitted on spinning lures

The submitter claims they have caught and released many fish while angling with lures fixed to treble hooks that have created facial deformations (from the trebles) especially if the fish are younger age groups.

4.2 Introduction of 'maximum size limits' in streams and lakes

If there were maximum size limits placed on streams and lakes, the larger fish would avoid harvest and be 'free' to spawn. Minimum size limits would be retained (where applicable) to protect younger fish. In this way, eating sized fish would be kept and not the trophy fish.

4.3 'Catch and Release' becomes mandatory in 'back country' fisheries

Backcountry fisheries are fragile and should be protected as they are special.

5. Additional staff recommendation

A potentially confusing anomaly within the current regulations relates to Lake Rotoma and the closure of the winter shoreline areas when the rest of the lake remains open, whereas other lakes with winter shoreline areas (Lakes Tarawera, Rotoiti and Okataina) have shoreline areas that remain open when the rest of the lake closes.

This anomaly could create the situation where an angler unwittingly fishes areas that are closed on Lake Rotoma as a result of misunderstanding the differing objectives and reasons for "winter shoreline areas". Lake Rotoma has few tributaries, and its shoreline areas play an important role for spawning and natural recruitment. These areas are located between the landmarks in Manawahe Bay, and between the landmarks at Anaputa Point and Matahi Bay. Lakes Tarawera, Rotoiti and Okataina have closed fishing seasons other than along the relatively small shoreline areas meaning less disturbance to natural spawning within tributary and lake edge spawning areas.

This situation could easily be rectified by renaming the Lake Rotoma winter shoreline areas as "winter shoreline spawning areas" and the year round open areas on Lakes Tarawera, Rotoiti and Okataina as "winter shoreline fishing areas".

Options

- (i) Retain the status quo i.e. Lakes Tarawera, Rotoiti, Okataina and Rotoma retain the wording "*winter shoreline areas*", or;
- (ii) Change the wording for Lake Rotoma to "*winter shoreline spawning areas*" and for lakes Tarawera, Rotoiti and Okataina to "*winter shoreline fishing areas*".

6. Recommendations

6.1 That Council considers all submissions, and in the absence of further issues being identified, confirms the Anglers Notice regulations (pending ministerial signoff) for the 2020-21 season.

6.2 That Council concludes the Anglers Notice Process for the upcoming 2020-21 season.

APPENDIX 1. Anglers Notice Policy

Ref: 1.07.01

Updated 14 June 2018

1. Background

Fish and Game New Zealand spend a significant amount of time each year considering changes to the Anglers Notice. Changes to the regulations have, in the past, generally occurred in an ad hoc fashion, often in response to specific requests from anglers. Council has recognised that this has resulted in the inconsistent application of regulations across the region. To resolve this situation Council has developed policy which determines how and when regulations apply. The underlying approach taken to developing the policy has been to clearly identify the need for regulations or the issues, which may prompt specific regulations to be considered. The purpose of this policy is to remove inconsistencies and simplify the regulations and reduce the amount of time that council are required to devote to the process.

The policy has been established around two key groups of regulations within the Anglers Notice. The first group of regulations are those that have a biological effect on the fisheries and may have direct effects on trout populations. The biological regulations are the primary focus of the Anglers Notice Policy and have been developed to ensure ongoing sustainability of the fishery resource.

The second group of regulations are those that serve a social function and relate to the way anglers interact with each other.

2. Biological Regulations

Biological regulations are required to ensure the sustainability of the trout populations or fishing opportunities, or to provide for specific management objectives. Criteria for biological based regulations will generally be qualitative in nature and based upon dive counts, trap runs, angler surveys etc.

Policy 2.1 The biological regulations applied to waters shall be based upon the following table;

Category	Description	Regulation Applied
<p><i>Sustainability I</i></p> <ul style="list-style-type: none"> To ensure adequate recruitment of juveniles to provide later harvest 	<ul style="list-style-type: none"> Protect spawning rearing waters. Closure of waters and season length most effective tool. 	<ul style="list-style-type: none"> Close waters to fishing if they provide significant proportion of recruitment. Length of closure related to importance of contribution, availability of other spawning, fishing opportunity potentially provided and duration of spawning.
<p><i>Sustainability II</i></p> <ul style="list-style-type: none"> To ensure adequate survival of adults to spawn 	<ul style="list-style-type: none"> Protect sufficient fish through to maturity to enable them to spawn. Size limits most effective tool for protecting fish. 	<ul style="list-style-type: none"> Size limits guarantee protection of fish to maturity. Size limits can be adjusted based upon knowledge of harvest rates.
<p><i>Harvest Allocation</i></p> <ul style="list-style-type: none"> To share available harvest Bag limit most effective. 	Moderate or high demand & limited fish availability.	River fisheries that attract moderate to high use and/or contain limited numbers of fish (currently 2 fish bag limit)
	High demand & high fish availability.	Restrict excessive fish harvest to enable equitable allocation (currently 8 fish)
	Low demand & high fish availability.	No bag limit.
<p><i>Management Objective</i></p> <ul style="list-style-type: none"> To enhance specific component 	Enhance specific component of fishery for deliberate management objective.	Combinations of size limits, season length and bag limits. Requires specific project proposal and justification.

3. Social Regulations

The Anglers Notice contains a number of regulations that affect anglers rather than the fish they are targeting. These regulations can be considered social in nature and are set to control the impacts that anglers have upon each other. These regulations are imposed to maximise the opportunities available and the quality of the angling experience. Social regulations generally relate to how anglers are allowed to fish (permitted methods) and are applied based on the intensity of the angling that occurs, and therefore the potential for anglers to impact upon each other.

Council has stated a desire to reduce barriers to participation such as overregulating by making rules simpler for anglers to understand. Measures of angler use have been reworked and greater clarity given to where anglers may fish from unanchored boats so that shore-based anglers are not disproportionately affected by boats drifting or trolling within close proximity.

The Policy no longer preferentially allocates ‘fly fishing only’ waters at stated pressure levels, however, this does not preclude Council from recognising ‘fly fishing only’ areas. What it does allow is for Council to exercise greater flexibility in which waters are reserved solely for fly only anglers.

Fishing methods

Policy 3.1 Setting of method restrictions for waters shall be based upon the following framework.

Water Category	Level of use of water (threshold)	Methods Available
<ul style="list-style-type: none"> Lake edge fisheries and associated migratory spawning waters 	Low Intensity Use (< 30 anglers/100m/season)	<ul style="list-style-type: none"> All methods including bait in certain circumstances*,
	Moderate to High Intensity Use (>30 anglers/100m/season)	<ul style="list-style-type: none"> Fly, Spin, Bait (in certain circumstances)* No unanchored boats at stream mouths, high intensity locations and lake outlets
<ul style="list-style-type: none"> Lower density river fisheries based on resident trout populations 	Any Intensity of Use	<ul style="list-style-type: none"> All methods including bait in certain circumstances*

**Bait fishing has a biological effect on trout populations and because of the high hooking mortality shall not be applied where fish may be legally required to be released due to size limits or restrictive bag limits. Bait fishing would only therefore apply in waters where there were no bag or size limits.*

Bait

Policy 3.2 (i) Bait fishing will only be permitted in waters that have no bag limits or no size limits.

- (ii) Bait in the Eastern Region shall only include;
 - Natural fly.
 - Natural insect.
 - Natural spider.
 - Natural worm or worms.
 - Natural crustacean.

Natural fish (excluding fish ova, or any portion of a fish, or shellfish (mollusc). Fish can only be sourced from the water where the fishing is to occur).

Uncoloured bread dough.

Scented Soft Baits (Artificial lures that are biodegradable and/or contain chemical attractants).

Boats in winter shoreline areas

Policy 3.3 Fishing from a boat shall not be permitted in designated winter shoreline fishing areas from 1 July to 30 September.

10. 2020-2021 OPERATIONAL WORK PLAN

Ref: 8.02.01

11 June 2020

1. Purpose

To receive the updated budget and draft Operational Work Plan prepared for the 2020-2021 year, and approve submission of this budget to the NZ Council due 26 June.

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, or applications to use regional reserves.

The steps usually involved in developing the OWP for the coming year were set out in Council's April agenda, and as noted there, the budget and OWP that had been provisionally prepared in March this year were effectively rendered redundant after the country was locked down in response to the COVID-19 outbreak. It was agreed the budget and plan would need to be revisited when we had further insight into the organisation's financial position overall, and the strategy that the NZC was in the process of developing for addressing the projected impact of reduced licence sales.

The NZC has since provided that guidance, and a revised budget has been produced in accordance with the approach the NZC has agreed on for 2020-21. A fundamental element of that is that all regions reduce their 2019-20 base funding level by 5%. The applications for use of the non-resident reserve that were prepared pre COVID have been withdrawn for the time being and non-essential spending has been put on hold. Further detail is provided in the Papers for Information accompanying this agenda, as is the revised budget and the text for the draft 2020-21 OWP.

Overviews of OWP priorities, resourcing and outputs, along with projects, objectives and performance measures for such, are provided in the draft OWP. What has still to be incorporated are hours and internal costs allocated to each project cluster.

Once hours have been allocated, and subject to the approval of this Council, the draft will be ready for circulation to clubs and other interested parties for their feedback if they wish to provide such. Any comments received will be collated and presented to Council, and if Council considers appropriate these will be incorporated into the final OWP presented for approval at Council's meeting on 13 August 2020.

3. Direct Costs

Key points to note in relation to direct/external costs in the latest draft budget prepared for the 2020-2021 OWP year as compared to the current 2019-2020 plan are as follows:

- The Species Monitoring output has been reduced by \$7,050 overall. Within the output the drift dive expenses are reduced by \$500, Lake Tarawera investigations expenditure of

\$5,000 has been removed (on the basis \$3,000 may be available to fund this project from non-resident reserves later in the year if required, or alternatively from the Waikaremoana Sports Fish Habitat Enhancement Fund), datawatch expenditure increased \$550 (net) to accommodate 10 complimentary licences (licence cost offset by not releasing tagged fish into Lake Rotorua), and waterfowl monitoring expenditure has been reduced by \$2,100 as a result of the cancellation of aerial mallard transect counts and swan counts which have been undertaken in recent years. The expense associated with the provision of 10 complimentary licences for band returns has been incorporated into the waterfowl monitoring budget. Planned revenue for work undertaken at Lake Waikaremoana and funded by the Waikaremoana Sports Fish Habitat Enhancement Fund has been reduced by \$1,350.

- Harvest Assessment budgets remain unchanged with costs associated with angler and game hunter surveys.
- Hatchery costs have been reduced by \$3,000. The fish food budget has been reduced by \$2,000 to accommodate fewer orders from other Fish & Game regions. Small adjustments across various hatchery operational budgets make up the additional \$1,000 reduction in costs. Income within the Hatchery output has reduced by \$20,000 due to a reduction in orders from other Fish & Game regions.
- Game bird control budget is unchanged and is for the purpose of Zon gun servicing and miscellaneous expenses.
- Within the Habitat output, the Reserves Management budget has been reduced by \$2,000, and \$1,000 has been removed from the Ballot Habitat Maintenance budget to accommodate fewer ballot holders and this has been offset by a reduction to the revenue from ballot holders for this. \$1,000 has also been removed from the Habitat Creation and Enhancement budget.
- Access budgets have reduced by \$1,500 being the temporary increase allocated for contractors to provide for staff working in Waikaremoana.
- Newsletter budget has been removed (\$8,500) as the New Zealand Council pays for the magazine supplements, and newsletters will be put on hold for the time being. These funds have redirected to a new project, R3 Programme and Business Development under the Management/Strategic Planning area of the work plan.
- The information pamphlets budget remains unchanged.
- Angler/hunter training, Huts, Communications and Public Promotions budgets unchanged.
- Visitor Facilities budgets have reduced by \$1,500, this had been temporarily increased as there was a need to remove a number of unsafe trees on the property. There is provision within the Health & Safety budget for ongoing tree removal.

- The Ranging budget has been reduced \$500 as we now have an adequate supply of protective equipment for ranging staff.
- Licensing budget is reduced \$100 due to reduced costs associated with the printing of the A4 regulation pads.
- Council Meetings budget has been reduced \$3,000 due to reduced travel costs as there are fewer East Coast representatives on Council.
- The Management/Strategic Planning output incorporates the new R3 Programme and Business project \$8,500.
- Reporting and Audit budget is increased \$565 and this is due to an increase in audit fees which has been partially offset by a reduction to annual meeting costs.
- National Liaison budget is unchanged.

Overall operational output expenditure in this revised budget has been reduced by \$20,085 and revenues reduced by \$26,350. Revenue in the Administration area is increased by \$23,520 resulting from an increase in revenue from rents and incorporation of 120 administration hours to be supplied to the Hawke's Bay Fish and Game Council. Administration expenses are reduced by \$41,844 which provides for several small tweaks to various overhead budgets but also provides for a reduction to the salaries budget by \$37,676. This reduction to the salaries budget has been achieved by removing the proposed CPI increase for all staff that had been incorporated into the pre COVID budget, and some internal restructuring of positions. Forecasted interest income and asset replacement fund requirements have also been reduced by \$5,398 and \$2,697 respectively.

5. Hawke's Bay Management Agreement

The reciprocal service agreement that Eastern had with Hawke's Bay Fish & Game for financial, administrative, and operational support that was in place for several years was put on hold in September 2018. Eastern Region has however, continued to provide administrative support to Hawke's Bay and its Council has agreed to formalise this for the 2020-21 year.

6. Resourcing

6.1 Bulk Funding

Eastern Region currently (2019-2020 OWP year) has a bulk funded operational budget of \$1,127,970. The current draft operational budget for the 2020-2021 year has been set at 5% below this level at \$1,071,572.

6.2 Waikaremoana Sports Fish Habitat Enhancement Fund

Subject to Council's approval (see next item on agenda) the budget will include funding of \$8,000 from the Waikaremoana Sports Fish Habitat Enhancement Fund.

7. Recommendations

- 7.1 That Council receives the revised and latest draft of the 2020-2021 OWP and identifies any amendments needing to be made to it prior to it being forwarded to the New Zealand Council and circulated to other parties for comment.**

11. WAIKAREMOANA SPORTS FISH HABITAT ENHANCEMENT FUND

Ref: 2.01.07.01

12 June 20209

1. Purpose

To consider an application for funding from the Waikaremoana Sports Fish Habitat Enhancement Fund to incorporate into the 2020-21 OWP.

2. Background

In 1999 ECNZ made a commitment to create a trust known as the Waikaremoana Sports Fish Habitat Enhancement Trust ("Trust") as part of its consent for the Waikaremoana Power Scheme before its transfer to Genesis. The Trust was set up in response to concerns about the environmental, recreational, social, cultural and economic effects of the Waikaremoana Power Scheme ("WPS"). Due to Inland Revenue issues and the Trust being subject to taxes on interest, the Trust was disbanded soon after its formation, and the settlement was paid to Fish & Game to form the Waikaremoana Sports Fish Habitat Enhancement Fund ("Waikaremoana Fund")

The objective of the Trust and now the Waikaremoana Fund is:

"To sustain and enhance habitat for sports fish within the Wairoa River catchment and enhance access of the public to recreational sports fish therein".

In addition to this key objective, there are a number of additional purposes that include:

- *To undertake research that furthers the objectives of the Waikaremoana Sports Fish Habitat Enhancement Fund;*
- *Identify and evaluate areas in the catchment worth protection, restoration, enhancement, etc.;*
- *Carry out creel surveys;*
- *Carry out trials and monitoring on improving sports fish habitat;*
- *To create, improve, maintain signage and access to sports fisheries.*

The Fund contained an initial investment of \$250,000. When the Fund was established in 2000 the Council agreed that the principal should be protected with an inflation-based adjustment and spending from the Fund should be maintained within the interest generated. The balance of the Fund stands at \$458,037 as of 31 August 2019.

3. Overview of Approved Offset Funding for 2017-18 and 2018-19

The relatively intensive three year survey and monitoring programme instigated in early winter 2015 at Waikaremoana drew to a close towards the end of the 2017 calendar year, and was replaced by an ongoing but less intensive monitoring regime. In 2017 Council approved an application from staff for \$12,000 to incorporate into its 2017-18 budget [17/4/9.4] to finance the ongoing Waikaremoana survey and monitoring programme planned, and to compensate for activities that staff would otherwise be undertaking elsewhere within the region, a principle that Council recommended and endorsed in 2016 [16/4/11.2]. On a similar note, at its meeting in April 2018, Council approved a draw down of up to \$8,500 to support the ongoing monitoring, access and buoy related programme during the 2018-19 year

[18/04/9.2], and in April 2019 approved \$9,350 for use in the current 2019-20 year [19/04/9.2].

4. Application for Funding towards Eastern Region's 2020-21 OWP

The draft 2020-21 OWP provides for an ongoing compliance, monitoring, access and buoy related work programme at Waikaremoana, and Eastern Region wishes to apply for \$8,000 from the Fund to incorporate into this budget to offset staff time and expenses associated with the monitoring, access and buoy components of the exercise (compliance activities not eligible for funding from this source).

5. Recommendation

5.1 That Council reviews and approves this application for funding from the Waikaremoana Sports Fish Habitat Enhancement Fund.

12. EYEDE LICENCING ADMINISTRATION AGREEMENT

Ref: 6.01.01

12 June 2020

1. Purpose

To review the proposed contract with Eyede and if approved as presented, to sign it and return it to the NZ Council.

2. Background

Refer below to the email received from Noel Birchall, Chair of the NZ Council Licensing Sub-committee. The 107 page contract has not been provided in hard copy with this agenda but was emailed to all Councillors on 19 May 2020.

From: NZ Fish & Game Council [<mailto:nzcouncil@fishandgame.org.nz>]

Sent: Thursday, 14 May 2020 5:45 PM

To: Regional Chairs

Cc: Regional Managers; Martin Taylor

Subject: Fish and Game Licence System Contract For Regions to Consider

Dear Regional Chairs

The New Zealand Council set up a Licencing Subcommittee to carry out the following tasks set out below which are in our Terms of Reference. Following the departure of the initial chairman Chris Owen I was elected to chair this subcommittee which was ably supported by a group of regional managers, regional staff and NZC staff.

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

The most pressing task facing the subcommittee was to complete the selection of a licence systems sales provider and then negotiate a contract with that provider before August 2020.

I am pleased to say that we have completed this task and the incumbent provider Eyede was successful in winning the new contract. The new contract has seen a reduction in cost to the organisation of around 50% as well as increased functionality to meet future demands. As the provider is the incumbent the risk of moving to a new system is nil, which means there should be very little chance of an interruption to services in August.

The attached contract has been reviewed multiple times by a lawyer and has been the subject of considerable negotiation over the last 6 months. The contract is fully supported by Eyede and the Licence Subcommittee.

I would like to take this opportunity to thank the Chris Owen for the work he committed to this project while on the NZC and the regional managers who assisted the subcommittee: Jay Graybill, Ian Hadland, and Phil Teal. I also want to thank Kate Thompson from Eastern F&G for her technical assistance, and Martin Taylor for managing the process.

Could you please put the contract before your Councils at the next opportunity, and if supported, arrange for it to be signed and returned to the NZC. If you have any questions please email these through and we will respond as soon as we are able.

Regards

Noel Birchall

Chair of Licensing Sub committee

3. Staff Comment

This is a lengthy and complex document, and presents somewhat of a challenge to review given the many technical elements to it that are unfamiliar to just about all of us, the exception being those who interact and work with Eyde and Fish & Game's current licencing system on a regular basis. As Councillors were previously advised, we undertook to canvass feedback from staff in other Fish & Game regions who understand the system, and to this end Kate Thompson - who is undoubtedly the most knowledgeable staff member in the organisation in terms of the inner workings of the system – critically reviewed the content of the document. Kate produced a list of items warranting further consideration prior to finalising and signing of the contract. Items include a number of minor corrections that could or should be made, others are clauses carried through from the existing contract which are no longer relevant, and the remainder are simply queries and/or matters worthy of being raised with Eyde and discussed internally within Fish & Game. The list, which is provided below, was shared with the other regions, many of whom who had advised they didn't feel they were sufficiently qualified to provide meaningful feedback to their Councils. A point by point analysis of each item was undertaken with the three other regional Fish & Game staff with in depth working knowledge of the licencing system, this expertise arising from their long standing involvement with the Licence Working Party which preceded the sub-committee, and the unanimous conclusion was that the proposed contract is pretty close to being ready to go. However, they agreed there are a number of minor edits that can and should be made to it, and a number of tweaks that could also be made to clarify conditions and intent, none of which require renegotiation with Eyde, simply some dialogue and agreement to amend some wording and/or insert a little more text in parts to address the various matters raised.

Amendments required to align with current practices or to correct errors:

Page 10 11.1 Trust Account

Amend Paragraph (a) from “deposited in the relevant Fish and Game bank account”
to “deposited in the relevant Regional Fish & Game Council bank accounts”.

Page 12 13.1 Escrow Agreement

Amend Paragraph (a) from “requirements set out in clause 13.1(a)(i)”
to “requirements set out in clause 13.1(a)”.

Page 21 & 22 23.4 Access to Fish & Game Information

Paragraph (a) (ii) remove extra parenthesis.

Amend Paragraph (b) from “Fish & Game NZ or each Regional , as the case may be ”
to “Fish & Game NZ or each Regional Council, as the case may be”.

Page 72 PART B – LICENCE SYSTEM SERVICES

Refer 1 Overview (f) Suggest remove (f).

Amend Paragraph from “This Part A of Schedule 2...” to “This Part B of Schedule 2...”.

Page 72 Licence types

Remove Junior Winter unless required for historic records.

Add licence category - Non-Resident Season Child, Amend “Child Free” to Child Season.

Page 76 **4.1 Agency retail and agency online**

Paragraph 1 Deliverable & Measure

“The supplier will enter in the database the relevant data required from returns received from Agents by the cut-off date.”

Delete both the deliverable and measure as this item relates to Paper licence books and has come through from old agreement.

Amend Paragraph 4 Deliverable from “(due on 20th of month following...”
to “(due on 28th of month following...”.

Unless of course, there is to be a change to current terms. This appears to have come through from the old agreement where it was Fish & Game’s wish to bring payments from agents forward, but this did not suit the supplier at that time.

Page 77/78 **4.3 Distribution of proceeds to Fish & Game**

Amend Paragraph 4 Deliverable from “to each Regional Council (monthly) and to Fish & Game NZ as...” to “to each Regional Council (monthly), and in the case of donations, to Fish & Game NZ as...”.

Amend Paragraph 5 Deliverable from “to the appropriate Regional Council or to Fish & Game NZ.” to “to the appropriate Regional Fish & Game Council, or in the case of donations or product sales made by Fish & Game NZ, to Fish & Game NZ.”.

Paragraph 5 Measure remove the following text “(or to Fish & Game NZ if the region is unknown)”

The amendments to 4.3 will update agreement to current practices. There is no longer an “Unknown” region category.

Page 81 **PART C – IMPLEMENTATION PLAN PRINCIPLES**

Page 82 **PART D – LICENCE ADMINISTRATION BUSINESS SERVICES**

Correct typos.

Items brought through from old agreement that Fish & Game may wish to update:

Page 11 **11.3 Audit of Trust Account**

“Fish & Game may require that the Supplier, at the Supplier’s cost, provide Fish & Game with an auditor’s certificate...”

Point to consider: Currently the annual audit is undertaken by the Office of the Auditor General. Therefore, there is no requirement for supplier to provide an audit certificate. If there was a requirement then it should be stipulated this should be undertaken by an independent auditor.

Page 15 **15.2 Improvements in Service delivery and incident handling**

Point to consider: Fish & Game may wish to incorporate the need for an incident report detailing what has occurred and why, e.g. system offline.

Page 21 23.4 Access to Fish & Game Information

Point to consider: Current access by Regional Staff is very different to what is detailed here. This section has come through from the old agreement. During the development of the current system it was found that it was not feasible to restrict staff access to specific Fish & Game region's data.

Page 88 5.2 Service Credits

Service Credit of 2% of fixed monthly fee for failure in level of performance for KPI's designated "critical".

Point to consider: Does consideration need to be given to applying credits of more than 2% where the significance and impact on F&G of a failure at certain times, e.g. an 80% level of performance at the commencement of the game season, results in a loss that won't be compensated for by a 2% credit, or is provision made elsewhere in the contract for more adequate reimbursement of losses we are likely to have incurred?

Other items for consideration by Fish & Game:

Page 65 Credit Card

Point to consider: Is there a need to require that Eyede seek or negotiate competitive charges and merchant fees relating to credit card payments?

Page 73 Paragraph 1 deliverable

"Plastic Licences can be requested by the purchaser for an additional fee..."

Point to consider: Is this a change that is to occur now or is this included within the agreement to accommodate it as a possible future requirement? May need rewording along the lines of "and in the future, this may require an additional fee".

Page 90 Hourly rates for Software developers \$200 and General Administration \$125

Point to consider: We need to ensure that full details are provided regarding what functions and assistance is included as part of the Administration role provided by Eyede because regional staff have regular communications and queries with that person. Clarification over what is considered new development and what constitutes fixes or improvements to design (tweaking system once developed) would be beneficial in order to avoid Developer costs at \$200 per hour being applied for what we might otherwise consider to be Administration.

Page 99 5.1 General

Point to consider: There may be a need to define the component of the Administrative role within the complete service as this General section notes that any increase or decrease of services by less than 10 % shall not have an impact on the amount of the charges.

Assumingly, as this function forms a separate component of the fee, this would just be dropped should this function move inhouse. Confirmation needed.

Queries to put to Eyede regarding proposed services:

Page 52 9 Cancelled Status

Point to consider: Query length of time before an account is cancelled, as customers may come back to fishing or hunting years later. Would this apply to only Agent Accounts and Deceased licence holders?

Page 53 17 Password Format

Point to consider: Is Eyede happy that the proposed password rules are secure enough, and are we? Currently Agencies require a mix of numbers and letters (upper/lower case).

Page 54 26 Re-purchase

Point to consider: This entices licence holders to repurchase items purchased in the past by making them prominent. We need to confirm this does not apply to short term categories as F&G would rather a Season purchase over a short term.

Page 54 27 History Summary

Point to consider: What customer history is displayed will need further thought and discussion as unless an issue with the current system is remedied there will be potential for confusion and possibly requests for refunding licences that have already been refunded. Currently a licence holder who has cancelled a licence outside of the calendar month in which it was purchased and been refunded for such, is not recorded as having done so in the customer's history. This needs to be resolved.

Page 55 31 Reports

Point to consider: Will Eyede continue to provide the current Agent reports as they are not included here as users?

Page 55 35 Address Validation

Point to consider: Will licence holder records continue to be flagged with the correct address status if they have utilised the search function? This is required for magazine and newsletter distribution.

Page 56 40 Purchasing on behalf of others

Point to consider: If a user purchases a licence on behalf of someone else that third party does not have an account set up. Where does that purchase history go, onto the user's account or is it not recorded at all?

Page 56 41 Duplicate detection

Point to consider: This relates to those buying on behalf of another. The system will pull up a licence holders' information if they have that person's Name and DOB. Does this provide a sufficient level of security as there have been questions raised about this in the past?

Page 57 44 Ending a shopping session

Point to consider: Shopping session will end after it has been idle for a set period. Does this apply to Agents too, because in the past we have had issues with charter operators/guides rapidly purchasing a licence for their client on sighting a ranger coming their way.

Page 65 83 Authorised Users

Point to consider: “Access to search tool will be restricted to Administrator users and on a case by case basis, some Fish & Game Staff users (e.g. at National Office level)”

Is this the licence holder search function or new functionality as currently every Fish & Game user has access to the search function.

Definitions of “Authorised Users”, the various tiers of these, and “Administrators need to be added to Schedule 1 Dictionary on pages 42-48.

Page 70 Appendix C: User Privileges Matrix

Point to consider: Fish & Game staff appear to have very few user privileges, and further consideration is needed as there are varying levels of access required within the organisation. This appendix also appears to be in conflict to Page 81, 5.5 System Administration, where paragraph 1 under Deliverable reads “User access to be provided on the basis of tiered access”, and Measure states “ The Supplier to work with Fish & Game to establish user levels”.

Note too, unmerging of user accounts is not on the list of Privileges.

Additional Questions:

How will refunds outside of calendar month be dealt with? Current methods are not ideal as they have an impact on sales reports and licence holder history.

How will Local Area licence allocation be dealt with? Current methods are not ideal as they have an impact on sales reports.

How will opt in/opt out selectors be dealt with for receiving information from Fish & Game?

Is the development and access to various features within the system based on the assumption that Fish & Game users will have access through a Customer Relationship Management system (CRM)? If this is not put in place immediately will Fish & Game users have similar if not more access to information that they currently have?

4. Recommendation

4.1 That Council approves the Eyede contract for signing subject to the matters raised by Eastern staff being resolved to the satisfaction of the Licencing Sub-committee.

13. KAITUNA WILDLIFE MANAGEMENT RESERVE HUNTING STAND NO. 5

File: 3.01.05

14 June 2020

1. Purpose

To consider renaming Hunting Stand No. 5 in the Kaituna WMR in recognition of the contribution Ray Bushell made to the wetland.

2. Background

Cr Lindsay Lyons has suggested this stand be renamed the “Ray Bushell” or “Bushell” stand in recognition of his dedication to the day to day upkeep and enhancement of the Kaituna wetland over a period of many years, and for which he received a QSM. The future of this hunting stand was considered by Council at its meeting in February this year with the following resolution being made:

“Agreed (Geoff Thomas/Alan Baird) that Hunting Stand 5 in the Lower Kaituna Wildlife Management Reserve be reallocated to the grandson of the late Ray Bushell for three years following the 2020 Season after which it will be reviewed for return to the general ballot pool or to be set aside for junior/novice hunter use.” [20/02/14.2].

3. Recommendation

3.1 That Council determines its position in relation to the proposal to rename this hunting stand.

14. PROMOTIONAL EVENT AT LAKE TARAWERA LANDING PRIOR TO OPENING ON 30 SEPTEMBER 2020

File: 4.04.01

14 June 2020

1. Purpose

To discuss a proposal to promote Fish & Game at the Lake Tarawera Landing on 30 September 2020.

2. Background

Cr Lindsay Lyons has recently proposed that there be a Fish & Game presence at the Tarawera Landing prior to the opening of the 2020 fishing season. Since then we have received the following email from Martin Taylor:

From: Martin Taylor <mtaylor@fishandgame.org.nz>
Sent: Friday, 12 June 2020 4:00 PM
To: Andy Garrick <agarrick@fishandgame.org.nz>
Cc: Lindsay Lyons <flylyonz@gmail.com>; Brian Anderton <banderton@fishandgame.org.nz>; Steve Doughty <sdoughty@fishandgame.org.nz>; Richard Cosgrove <rcosgrove@fishandgame.org.nz>
Subject: Support for North Island Fishing Opening Day

Hi Andy

We have been discussing in the office how we can support and promote opening day in the north island in a similar way to the south island. We feel that we need dedicated resource at the event who can do what Richie does in Canterbury and we have found someone ideal to engage on a 2 day contract basis (at NZC expense). Talking with Steve we also need to increase our Fish and Game presence at any event and Steve believes we should consider being part of the festival atmosphere that takes place at Lake Tarawera at the fishing season opening. A staff and media presence with a high visibility of Fish & Game could work well as part of a wider promotion of the Rotorua lakes as an underutilised resource and the subject of a major feature in the upcoming special edition F&G magazine.

Working in with Eastern staff, the organisers of the event and RED (Rotorua Economic Development Agency) well before October to plan and capitalise on this would be essential. Some form of competition could also be considered, promoted prior and launched on the day. Some planning is required and should be started in July.

It would be good to discuss this idea with you and how we could maximise our chances of a successful comms and marketing plan.

Cheers

Martin Taylor | Chief Executive
New Zealand Fish and Game Council

3. Recommendation

3.1 *That Council discusses the proposal to conduct a promotional event at the Lake Tarawera Landing immediately prior to the opening of the new fishing season.*

15. LIAISON REPORTS

15.1 Conservation Boards

- *Bay of Plenty Conservation Board*
- *Tongariro-Taupo Conservation Board*
- *East Coast/Hawkes Bay Conservation Board*

15.2 Reports from Other Agencies

- Department of Conservation
- Te Arawa Lakes Trust

15.3 Report from New Zealand Council

13. OPERATIONAL REPORTS

13.1 MANAGEMENT REPORT

4 June 2020

SPECIES MANAGEMENT

1112 Datawatch

During the eight months following the season opening (1 October), a total of 346 datawatch tags have been returned and entered into the database. The distribution is as follows:

Lake Okareka	7
Lake Okataina	75
Lake Rerewhakaaitu	10
Lake Rotoehu	4
Lake Rotoiti	84
Lake Rotoma	13
Lake Rotorua	16
Lake Tarawera	134
Lake Tutira	3
Lake Waikaremoana	0

data entered to 2 June 2020

The Government Covid-19 level 4 and 3 lockdown period has impacted dramatically on the number of tagged fish caught and reported. The total number of tags returned is down by 225 compared with data entered to 29 May during the 2018-19 season.

1113 Lake Waikaremoana

The Waikaremoana monitoring buoy was reinstated at Lake Waikaremoana on 11 March. Data has been received via the Hawke's Bay Regional Council website since that time without interruption. Several sensors however (40m Chl a sensor, and 28m and 40m turbidity sensors) appear to be performing abnormally, and the 10m light sensor and 1m turbidity sensors don't appear to be working at all. These issues will have to be addressed either by, and when the system returns to Waikato University for other maintenance, or alternatively by replacing the current logger with another, in situ. The link to the buoy data has been reactivated on the Eastern Fish & Game website.

Staff will be undertaking field work monitoring spawning tributaries and angler creel surveys at Waikaremoana during June, July, August, and September. Wairoa Anglers Club has kindly offered to augment creel data with angler diary data and a June fishing competition held at its Mokau hut facility.

1114 Lake Tarawera

Tarawera Outlet

The Lake Tarawera Outlet was drift dived by Fish & Game staff on 29 May. This involved swimming the lake edge in front of the Outlet, through the spawning sanctuary and downriver

for approximately 1km. A total of 233 large trout, 3 medium trout and 2 small size class trout were counted. This count is lower than drift dive counts recorded in May during the 2018 and 2019 winters, but comparable to what was observed in May 2017. Usually in May there are a large number of juvenile fish present that have yet to have been displaced when large spawning fish enter the river, but this year very few juvenile fish were sighted. Further Tarawera Outlet drift dives will be undertaken in June, July and August as part of the annual spawning monitoring programme.

Te Wairoa Trap Run

The 2020 trapping season at the Fish & Game fish trap (Te Wairoa Stream) at Lake Tarawera commenced on 28 April. Unfortunately, the Covid-19 lockdown meant the April run was unable to be recorded, though the run during April when water temperatures are generally warmer and stream flows lower than those during the period May to end of July. April tallies over the three years prior ranged from 90 to 342 fish. Up to 2 June this year we have trapped 461 fish compared with 1,053 over the same period (29 May – 2 June) in the 2019 winter. The average size of the trout running this winter is 554mm and 1.92kg compared with 547mm and 2.06kg to the same approximate period in 2019. Wild origin fish this year have made up 26.7% of the run to 2 June compared to 34.5% in 2019. The wild fish this winter have been 2mm larger but 140g lighter and in poorer condition on average than the 2019 wild fish. Hatchery marked fish have been 4mm longer but 170g lighter on average and in poorer condition than those to the same point in time in 2019.

Lake Tarawera Fishery Monitoring Project update

Acoustic monitoring transects were undertaken on Lake Tarawera on 27 and 28 May. A thermocline was still visible around the 20m mark. An abundance of clutter (deep chlorophyll maxima) was throughout most of the lake at depths between 40 and 50m. Trout were seen smelting at various points around the lake.

1115 Other Lake Fisheries Investigations

Ngongotaha Stream Trap

The Ngongotaha stream fish trap was inundated by a flood during the evening of 25 December 2019. Several large logs were deposited onto the trap structure making it impossible to access the trap and operate it in a safe manner. The size and positioning of the logs made the task of clearing the trap a requirement for professional assistance.

Bay of Plenty Regional Council rivers and drainage staff were removing various obstructions from the Ngongotaha Stream within neighbouring properties to reduce the risk of streambank erosion, and their assistance was sought. They were able to access the site and remove the timber on our behalf on 28 February.

These issues meant the trap was unworkable during January and February 2020, and as a consequence of the Covid -19 lockdown we were unable to operate the trap during March or April either.

Ngongotaha Stream trap run (May 2020)

	<i>Av. Length</i>	<i>Av. Weight</i>	<i>Trap Run</i>	<i>Fish/night</i>	<i>10 pound+</i>	<i>% Brown</i>
<i>Rainbow</i>	508	1.60	25	3		
<i>Brown</i>	558	2.26	121	12		83%

Staff were able to install the trap in May 2020 however, when the Covid-19 response level dropped to level 3. During May the Ngongotaha trap was operated for ten nights. The largest fish entering the trap was a 660mm, 3.70kg brown female. Brown trout made up 83% of the monthly run.

Catfish Incursion Lakes Rotoiti and Rotorua

We're advised that members of the community implemented netting programme continued to operate their jetty based fyke nets during the lockdown period under the guidance of Te Arawa Lakes Trust. Volunteers were instructed at the start of the period to cease netting if they didn't live on lake's edge. The number of fykes set in Te Weta Bay (Lake Rotoiti) decreased by well over half to five unbaited nets operated during this time, but the volunteer catch increased from 5,000 fish to 20,000 fish in a little over five weeks. Most of the catfish caught were under 10cm in length. Fewer numbers were caught on Lake Rotorua, and most of the fish caught were large specimens over 30cm.

Bay of Plenty Regional Council stood down their contractor during the March – May period.

1116 Waterfowl Monitoring

Mottled duck

Editors from the Journal of Wildlife Management approached Matt McDougall to review a science paper on the mottled duck found on the Florida Peninsula. Although there was no direct connection to how we manage mallards in NZ there were similarities. The exercise was beneficial on many levels including the opportunity it provided to compare management approaches, a conclusion being that what have been doing in the Eastern Region for many years is in accordance with what is now being recommended for the mottle duck in Florida.

1121 Lake Fisheries Creel Surveys

Summer Creel Survey

The 2019-20 summer survey data collection finished mid-March. The data has not yet been entered into a database.

2020 Winter Creel Survey

The winter creel shoreline angler surveys are not going to be undertaken this year as they have been in the past. A significant reduction in shoreline angler numbers and effort over the last 10 years has meant too few contacts to be statistically meaningful are now being made during our scheduled surveys, and it has become a very inefficient exercise from a staff deployment point of view.

However we will continue to undertake random compliance checks throughout the 2019-20 winter period, and as a part of this process anglers will still be quizzed as to their catch rates and satisfaction, as well as having their fish measured.

1123 Game Bird Hunter Survey

Matt McDougall has prepared a draft report on total national game bird harvest since 1993. Once staff have finished reviewing the draft a completed report will be circulated to Council. In the meantime, an interim summary of the study is as follows:

Fish & Game has conducted annual game bird hunter surveys since 1993 yet total annual national harvest figures have never been reported. The report documents annual hours hunted, harvest by species, harvest trends, and investigates underlying factors influencing harvest over the period 1993-2019. Mallard harvest accounts for 65% of total waterfowl harvest and demonstrates a negative trend over time. This negative trend can be explained by a similar decrease in hours hunting waterfowl, but hours do not explain all the variability in harvest. Paradise shelduck was the only species that showed an increase in both total harvest and harvest per hour hunting. There are several possible explanations for this including an increase in the population and a switch from targeting mallard to targeting paradise. Given how important a successful hunt is to hunters, particularly young hunters, the reasons for the documented decline in hours hunting waterfowl, and mallard duck, warrant further investigation.

1141 Hatchery Operations

Standard liberations to local lakes took place during February and March. Due to the sudden Covid-19 lockdown announcements, the April and May liberations were hastily released at the end of March, just before lockdown commenced. The tight time frame pre-empted these fish from being fin marked. Tagged fish were liberated in May once this was able to be undertaken under Covid-19 restrictions.

As reported earlier, hatchery staff installed the Te Wairoa fish trap and commenced trapping at the end of April. This was also delayed by Covid-19 restrictions. Although brood fish collection for the 2020 winter breeding season was delayed, the hatchery has since caught up and is on schedule with its ova collection.

Staff attended to basic hatchery operations throughout the various stages of the Covid-19 lockdown.

Fish locations at 3 June 2020:

Location	Type	Qty (approx)	Comment
Tank A	1+ Rt	15	Best of selection
Tank B	1+ Bt	100	Auckland/Waikato liberation 2020
Tank C	1+ Brook	12	Brood
Tank D	0+ Bt	2,000	Liberations
Tank E	0+ Tiger	1,400	Liberations, various 2020
Tank F	0+ SRt	1100	Auckland/Waikato liberation 2020
Pond 3	0+ Rt	20,500	Spring liberations 2020
Pond 6	0+ Rt	9,000	Spring liberations 2020
Pond 7	0+ Rt	9,000	Spring liberations 2020
Pond 9	1+ Rt	6,000	KF programs 2021

1161 Sports Fish Liberations

Liberations, Eastern Region 23 January – 3 June 2020

Water	Date	Mark	Tag	Species	Age Class	Number
Tarawera	14/2/20	Ad	-	Rt	1+	500
Tarawera	14/2/20	Ad	X20	Rt	1+	500
Rotoiti	14/2/20	Ad	N20	Rt	1+	500
Okataina	10/3/20	Rpad	-	Rt	1+	250
Tarawera	13/3/20	Rpad	-	Rt	1+	1,000
Rotoiti	13/3/20	Rpad	-	Rt	1+	4,000

Rotoiti	24/3/20	none	-	Rt	1+	10,000
Tarawera	24/3/20	none	-	Rt	1+	2,000
Okataina	24/3/20	none	-	Rt	1+	300
Rerewhakaaitu	25/3/20	none	-	Rt	1+	3,500
Rotoehu	25/3/20	none	-	Rt	1+	2,000
Rotoma	25/3/20	none	-	Rt	1+	2,000
Okareka	25/3/20	none	-	Rt	1+	2,500
Tarawera	19/5/20	Rpad	20T	Rt	1+	500
Rotoiti	19/5/20	Rpad	20R	Rt	1+	500
Okataina	19/5/20	Rpad	20O	Rt	1+	500
McLaren	28/5/20	-	-	Rt	3+	150
Rotoma	4/6/20	Rpad	-	Tig	1+	1,430

Fish were also despatched or delivered to Auckland Waikato Fish & Game.

HABITAT PROTECTION AND MAINTENANCE

1211 RMA Planning

Bay of Plenty Regional Council

Proposed Plan Change 9 (Water Quantity) submissions were lodged in December 2017. The Hearing was attended in March, and recommendations from the Panel were released in October 2018. An appeal was lodged in November relating to the allocation of surface water after minimum flows are reached. Following positive pre-mediation discussions, the Regional Council have proposed some amendments to address our concerns. We had good agreement in principle to resolve our appeal, but unfortunately in February the Council resolved to withdraw PC 9 in its entirety. This decision is under appeal from a number of parties. We are keeping a watching brief on developments in this regard.

Waikato Regional Council

In March 2018 Auckland/Waikato and Eastern Fish and Game Council's lodged a joint submission on Waikato Regional Council's Healthy Rivers/Wai Ora: Proposed Waikato Regional Plan Change 1. Council hearings were held mid-2019. Decisions were released in May, and A/W Fish and Game is currently reviewing and considering appealing certain aspects.

Gisborne District Council

Following the conclusion of the Gisborne Freshwater Plan, it is expected that the catchment planning processes should be getting underway in the near future. We have made enquiries to get some timeframes around dates for these processes.

New Zealand Biodiversity Strategy and Action for Healthy Waterways Documents

In late 2019 submissions were lodged on the New Zealand Biodiversity Strategy, and the proposed Action for Healthy Waterways documents including amendments to the National Policy Statement for Freshwater Management and National Environmental Standards. There are no new developments to report.

Regional Pest Management Plans

Bay of Plenty Regional Council's existing Pest Management Plan has recently expired and a new Proposed Regional Pest Management Plan released. Submissions on the proposed plan were lodged in November 2018 opposing the inclusion of sports fish (perch and tench) in the

document. Discussions are ongoing with other parties in relation to improving the management of the accidental transfer of aquatic pests on boats and trailers in the Rotorua Lakes area.

Waikato Regional Council is in the early stages of proposing changes to its Regional Pest Management Plan. A positive meeting was attended in mid-February to discuss.

Gisborne District Council is in the process of putting together a resource consent application for wastewater overflows. A meeting was attended in May, and consultation is ongoing.

Fish & Game remains involved in the Bay of Plenty Regional Water Advisory Panel and community catchment groups.

1212 Consent Applications

Date	Authority	Applicant	Type	Resource Involved	Action
24 Mar	BOPRC	Crusader Farms Ltd	DP- effluent irrigation	Pongakawa	No concerns email
2 Apr	BOPRC	N McLeod Farm	DP- effluent irrigation	Bell Rd, Papamoa	No concerns email
15 Apr	BOPRC		DP- water level trial and channel flush removal	Lake Rotoiti and Ohau Channel	S95E3a
4 May	GDC	Samnic Forest Trust	LUC – forest harvest continuation	Tolaga Bay	No concerns email

1221 Reserves Management

Lower Kaituna WMR

The Stage One wetland expansion works undertaken by BOPRC have resulted in a 20 ha wetland area with most water areas approx 200mm deep. Prolific bird life was witnessed post flooding. Concern was expressed about the site being a refuge for ducks during the season and both iwi landowners and BOPRC agreed that it could be shot by nominated shooters to ensure movement of the birds so hunters in the Kaituna wetland would not be disadvantaged. This occurred successfully and future management of this site may result in a proposal to have designated iwi stands managed by Fish & Game as occurs at Ohaaki.

An attempt was made to install the new plastic 1800mm floodgate the week prior to the season (in line with previous approved plans) to get desired water levels within the reserve but complications arose and it was agreed to postpone this until after the season. Once completed this will enhance water flows into the wetland.

Planning is currently underway for excavation and water reticulation channels for the remainder of the grazed land, with works expected late this year. Planting is scheduled for the 20 h. Tumu Kawa block in July.

Awakaponga WMR

Work to get the Awakaponga solar water supply system replaced, secured and running is ongoing. This project has been delayed as a consequence of our current financial situation and outlook, but will be reviewed when we have greater certainty.

Other Reserves

Mowing was undertaken in all the reserves within the two week period prior to the season opening which had been delayed until 23 May. It was deemed crucial for safe access for hunters and disturbed birds minimally.

Unfortunately, due to ongoing drought conditions, some open water area within Awaiti, and all of that within Awakaponga, were dry, and levels within others were significantly lower than desired for the game bird hunting season. Most hunters were accepting of the circumstances, but some verbal complaints were received. A review of the water inlet structures will be undertaken with a view to identifying and costing options to upgrade them, as many are decades old and very inefficient today (e.g. Bregmans, Awaiti, Orini).

1231 Respond to Landowner Requests for Assistance

One new landowner request for wetland and riparian enhancement was received during lockdown from the Reporoa area. We agreed to catch up post the game bird hunting season (and lockdown levels) to progress discussions and options.

Ongoing advice and water outlet levelling and construction was undertaken during lockdown level 3 on behalf of another Reporoa landowner to ensure water levels subsequent to rainfall occurring would not compromise or cause damage to newly constructed dam walls.

1232 Habitat Creation and Enhancement Projects

The investigation into BOPRC Rivers and Drainage works within the Otara, Waioeka, Whakatane and Waimana rivers is ongoing. Lockdown provided the opportunity to explore a considerable number of scientific papers and other Fish & G regions' experiences in relation to dealing with similar issues and impacts on fishery habitat values without compromising flood control and drainage objectives.

Waikato Catchment Ecological Trust (WCEET)

The trust reviewed 32 applications for habitat funding in the Waikato Catchment. Twenty-five applicants received over \$500,000 between them. About \$377,000 was allocated to projects that would directly benefit sports fish and game birds and accounted for about 280ha of habitat that would be created/or improved.

Hamurana Koaro Restoration Project

No correspondence received regarding the Hamurana koaro project.

Pest Weed Incursions

The autumn round of aquatic weed spraying began on the Rotorua lakes in the week commencing 25 May.

Waitangi Stream work (Lake Tarawera)

Works had been underway from some time prior to COVID-19 to mitigate increased water velocity and water level in the Waitangi Stream due to increased rates of discharge from Lake Okareka receiving resource consent. The increased flow levels are necessary at times to reduce the level of Lake Okareka in order to protect Okareka's lakeside properties and structures from flooding. Contractors for the Bay of Plenty Regional Council had almost finished the instream protection works within the lower section of the Waitangi Stream when they were forced to discontinue due to the C-19 lockdown. Gabion baskets, rock armoring and flow disruption structures had been placed in the lower section of Waitangi Stream between Waitangi Falls and Lake Tarawera. Some further trout habitat work is required to be completed, and Fish & Game gave permission to complete the works during May that will further enhance the area for trout spawning success.

1241 Monitor Waterfowl Habitats

Wetland Forum

A Zoom electronic wetland forum meeting with statutory agencies was undertaken during lockdown early May, and a scheduled forum group site visit has been planned for early July to the newly constructed wetland area adjacent to the Kaituna WMR.

ANGLER AND HUNTER PARTICIPATION

1311 Maintain & Enhance Access

During the Covid – 19 lockdown and restrictions work has continued behind the scenes in relation to:

- The Twin Lakes access matter which included liaison with the Walking Access Commission and Colliers International (LINZ' agents). While progress is slow we are hopeful to achieve a good outcome here to secure public access to this area of Lake Maraetai. We are awaiting a LINZ decision as to how this will be resolved.
- Oji Fibre Solutions Forests. Work towards implementing upland game hunting access in four small Bay of Plenty forests, and part of Kinleith Forest has been ongoing, including liaising with Walking Access Commission, PF Olsen forest managers, and Oji. Several matters have still to be finalised before access permits can be issued for hunting, if not this season then next.
- Liaising with DOC regarding access enhancement in the Whirinaki River area is still waiting on responses from other parties that we are consulting with, and this is a work in progress at this point.
- The existing Waikato River brochure is very out of date, and it is hoped to have this updated before next fishing season. This has involved liaising with Mercury Energy, and will involve field visits prior to finalising the brochure. There is considerable opportunity available on the Waikato River and its hydro lakes and much of this area receives little use by anglers.

- Liaison has also been ongoing with Timberlands regarding forest access. Recreational forest access to the Timberlands forests opened on 23 May and will continue over winter until at least the end of September for angling and hunting.
- Contact was also made with Te Urewera in relation to lockdown and recommencement of public access post Level 4.

1313 Hunter Ballots

April/May is always a busy time with last minute ballot and hunter enquiries, but this year was particularly busy as a consequence of Covid-19 and uncertainty around the start of the game bird season. The situation was further exacerbated when Mercury announced that Lake Taupo was below allowable operating levels (due to the drought) and they would not be able to supply desired water levels for hunters in the Hardcastles and Rawhiti lagoons. As a consequence staff needed to put considerable effort into attempting to locate other sites for these hunters, and this proved very challenging.

1331 Electronic Newsletters

Reel Life was produced in February and March, and a Fishing during Alert Level 2 Bulletin was produced and emailed to approximately 3,450 lapsed licence holders to encourage them to purchase a licence (see Papers for Information accompanying this agenda).

1333 Fish & Game Website

Updates or changes to the Eastern Web site included Council agendas and minutes, a fishing guide to the Rotorua area during Covid-19, and forest access information.

1334 Social Media

A number of popular posts were made from our Facebook and Twitter pages for the reporting period. Social media was used to keep in touch with licence holders during the lockdown and motivate them once restrictions lifted.

1351 Junior Angler/Hunter Programmes

Novice Hunt Opportunity – Waewaetutuki

This programme was actively promoted in the main Fish & Game magazine, but we received no requests from this. Known youth novice hunters were invited to apply and this has resulted in three of the four weekends available being fully booked for the season. Maimai were fully scrubbed up, with assistance from volunteers, and the site made attractive to waterfowl. Although it appears bird numbers in the area are lower than normal and hunting conditions difficult, one youth shot two mallards, one of which was banded.

1353 Angler/Hunter Enquiries

A large number of phone calls continued to be fielded from game bird hunters prior to, and during the season.

1354 Fishing Competitions

Six fishing competition permits were processed.

1361 Fish & Game Club Communications

There were no club visits for the period. One visit was cancelled due to Covid-19.

1371 Fish & Game Huts

Maintenance was carried out at Wairua as required. Liaison was undertaken with DOC around hut and other Fish & Game work on DOC administered lands during Covid Alert Levels 3 and 2.

PUBLIC INTERFACE

1421 Public Communications

Eight press releases were distributed for the reporting period.

1451 Education

No education events were held for the period.

COMPLIANCE

1511 Ranging

During lockdown we maintained an ability to respond to any CLE needs as necessary. Only one matter was reported and attended, but this which failed to detect an offence occurring.

Angler compliance checks got underway again after the end of the Level 4 lockdown, and to date three anglers have been found without licences and one using more than one rod. Prosecution files are currently being processed in addition to other compliance files.

Spawning stream monitoring is also underway including the use of surveillance cameras. Contact has been made with a number of landowners and complainants in areas where poaching has or can be an issue, and we are working with Police to address specific issues.

Game Season

On the weekend of the usual game opening (2/3 May), staff were out maintaining a visible presence and investigated two incidents of reported gunshots. The source of the gunshots was unable to be determined in either instance.

On the deferred opening on 23/24 May staff and two honorary rangers ranged in the Bay of Plenty and Rotorua-Taupo area. Due to Covid constraints, the focus was on public land and water with minimal private land entry this year. A total of 80 hunters were checked over the weekend. Four hunters were found to have committed offences, two of which involved hunting without a licence, two with hunting from a motorised boat under power, and two for hunting with unrestricted semi-autos.

North Island/National CLE Liaison

During lockdown, Eastern staff contributed to a number of projects including the drafting of protocols for ranging during each of the Covid Alert Levels, updating the Prosecution Guidelines, updating the Rangers Guide and Manual, and providing advice to other regions about CLE activities during this period.

Anthony van Dorp also dealt with a number of requests for reviews of offence files and assistance from other regions.

Work is underway on compiling the next National Rangers newsletter which is game season focused, and includes contributions from all regions (hopefully).

1521 Ranger Training

Rangers

Honorary rangers were suspended from ranging during Covid Alert Levels of 2 and higher, unless specially authorised to act in support of staff as necessary. This required ongoing communication with rangers to ensure they were kept up to date with changes.

Training days are in the process of being rescheduled now that we have moved into Covid Alert Level 1. These include an annual regional staff training day, and hosting a CERT ranger safety refresher day for several regions.

LICENSING

1612 Analysis of Licence Information

Kate Thompson continues to provide regular updates of licence sales for all regions. During Level 4 lockdown Kate assisted in supplying databases for various emails to groups of licence holders providing updates on the Game Bird Season and fishing opportunities under the various alert levels. Kate also assisted Carmel Veitch preparing national revenue scenarios and forecasts following the impacts of Covid-19.

1621 Licence Agent Support

Agents were emailed information regarding the Game Season postponement and conditions during the lock down period. This was organised by Steve Doughty, National Office. Staff also fielded queries directly from licence agents.

16.2 HEALTH AND SAFETY REPORT

Ref: 9.01.07

8 June 2020

Background

As part of its commitment to Health and Safety and providing a safe workplace, the Eastern Fish and Game Council is provided with a report at each meeting describing:

1. Implementation and adherence to the Health and Safety plan – including Health and Safety as an 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. Health and Safety incidents – near misses or injuries sustained, plus updates on past events;
6. Recommendations.

March-June 2020

1. Implementation and Adherence to the Health and Safety Plan

Regular (weekly) staff meetings.

Minutes from the Health and Safety portion of meeting are emailed to all staff.

Visitors required to sign register; site hazard register updated as required.

Tail gate forms were prepared for:

2 May 2020	Ranging
23 May 2020	Opening weekend ranging
May 2020	Te Wairoa Trap
29 May 2020	Tarawera Outlet drift dive

Field Work assessment and planning forms – Covid-19 Alert Level 3 developed and completed by staff undertaking work in the field in areas such as reserves and ranging.

2. Monitoring and Reporting

Work Place Accident Register

	31/05/2020	31/03/2020
Number of Workplace injuries in 2019-2020 year	0	0
Number of Workplace injuries in 2018-2019 year	1	1
Number of Workplace injuries in 2017-2018 year	1	1
Number of Workplace injuries in 2016-2017 year	2	2
Number of Workplace injuries in 2015-2016 year	1	1
Number of Workplace injuries in 2014-2015 year	1	1
Number of Workplace injuries in 2013-2014 year	3	3
Total Number of Workplace injuries since 1 Sept 1995	35	35
Total number of days since last lost work injury 31/8/17	1,004	943
Total number of days prior to last lost work injury since 1 Sept 1995	8,035	8,035

Budget for 2019/20 for Health & Safety is \$2,000

3. Risk Management (identification and treatment)

Notes taken for the H&S minutes at the weekly staff meeting – emailed to all staff:

30/3/2020	Alert Level 4 – Hatchery site, feeding, sanitisation regimes documented with alternate staff teams. All other staff working from home 30/3/2020
27/4/2020	Alert Level 3 – Staff to remain working from home except for essential field and hatchery work. Covid assessment forms completed where necessary. 27/4/2020-17/5/2020
18/5/2020	Alert Level 2 – Minimal staff working on site - no meeting
25/5/2020	Alert Level 2 – Minimal staff working on site - no meeting
2/6/2020	Alert Level 2 – Nil H & S issues identified
8/6/2020	Alert Level 2 – Tree down by aviaries, area taped off and treescapes to attend 9/6/2020. Several hang ups, Wingspan advised, front gate remains closed to public. Beware of ice on decks and board walks.

4. Training Programme

None held in period

5. H&S Incidents

None to report.

6. Recommendation

That Council acknowledges it has received this report.

16.3 FINANCE REPORT

Ref: 8.03.01

11 June 2020

1. Purpose

To inform Council of the current financial position and approve payments for the months of March and April 2020, and to provide an updated estimate of the end of year financial position taking into consideration the reinstated but delayed Game Bird Season.

2. YTD Profit and Loss

The Profit & Loss statement for the period ending 30 April is attached. This report documents the income and expenditure for the period.

Income

Licence revenue is reporting to be below budget YTD (\$252,915) due the delay in opening of the Game Bird hunting season and the effects of Covid 19 and lockdown on fish licence sales. A more detailed record of licence sales by category and LEQs can be found within the licence sales report included within this agenda.

Revenue from other sources over the period was made up of the following; hatchery (\$271), fishing competitions (\$848), rentals (\$7,552), fines (\$673) and habitat fees (\$178). Funds were also received from DOC for its share of a security gate for Lake Tamarenuui WMR (\$800) and interest was paid on term investments (\$2,448). In March a wages subsidy was received from the Ministry of Social Development (\$81,525). It has yet to be determined whether some, if not all of this grant will need to be returned.

Species Management

Population monitoring expenditure for the period included the purchase of datawatch tags from Australia (\$6,536), and meal expenses for Gisborne banding and Waikaremoana work. Expenses were also paid to Cawthron Institute for the Lake Tarawera study (\$2,032). Within budget YTD.

Hatchery expenses for the period related to fish food (\$10,593), servicing of the flat deck ute and tanker (including 2 tanker tyres), minor equipment purchases, and a PVC cover for the Te Wairoa trap. Various materials were purchased for repairs following the Christmas flooding event and the hatchery water alarm was also repaired. The usual expenses for electricity, rates, fuel, and oxygen are also reported. Hatchery expenditure is over budget \$941 YTD but will fall within budget by year end with various spending reductions, primarily deferral of maintenance.

Habitat

Works and Management spending for the period related to spraying of access, tracks, and ponds within the reserves for ballot holders, a security gate for Lake Tamarenuui, and padlock and keys for the Awaitei WMR gate.

Participation

Access and signage expenses included contract services for access work undertaken on the Rangitaiki and Wheao rivers, and a "No Camping" sign for Lake Ngapouri. Huts spending related to oven wiring repairs and electricity at the Waikaremoana hut. Within Budget YTD.

Public Interface

The spending reported in the Public Promotions budget related to the refund of one adult season licence which was drawn following our email promotion to lapsed participants and the cost of the bulk email distribution for this. Expenses are also reported for new licence agent signage and cleaning of the public toilets. Within budget YTD

Compliance

The Compliance expenses for the period related to the 0800 Poaching service and cell phone. Within budget YTD.

Licensing

The Commission budget includes agent commissions and the fees associated with the Public Online and 0800 sales. Within budget YTD.

Council

There were no Council expenses for the months of March and April with the April meetings of Council taking place online via Microsoft Teams. Underbudget YTD \$4,298.

Planning

Levies were paid in in April as budgeted. Within budget YTD.

Administration

Notes on individual areas:

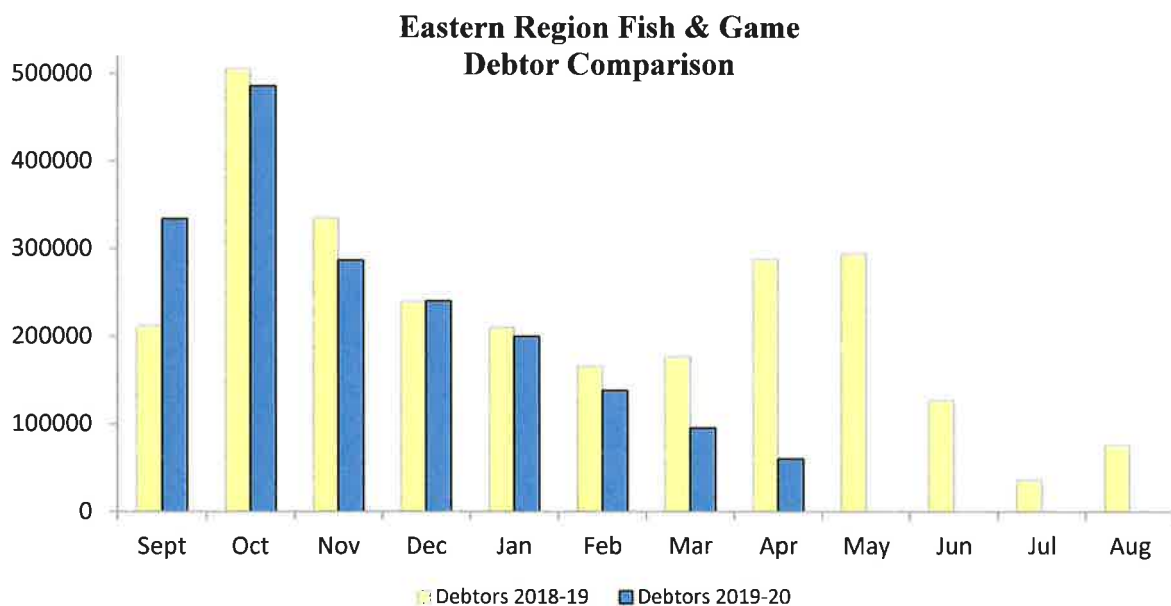
Salaries	Overbudget \$4,287 YTD. In the absence of an agreement with the Hawke's Bay Fish & Game Council, hours undertaken by Eastern part time staff working for the Hawke's Bay Council have not been included within the salaries budget which is the primary cause of the current reported variance. The income reported within "Other Income" for these hours worked is also unbudgeted, and as a result nets off any additional wages paid.
Staff Expenses	Staff expenses for the period included additional cleaning products required for Health & Safety amidst Covid19, and an airfare to Wellington for a training day which was cancelled. A credit is held with the airline for this. Within YTD.
Staff Houses	Rates were paid as budgeted and an expense was incurred to replace a hot water thermostat in the brick house. Within budget YTD.
Office Premises	Rates were paid as budgeted, and several faulty light switches and one light fitting were replaced in the administration building. Electricity, cleaning, and rubbish removal costs were reduced over the lockdown period but the usual alarm monitoring costs were incurred. Within budget YTD.
Office Equipment	The cost of reprogramming the phone system to divert calls to staff working off site is reported in March and the usual expenses relating to the phone system and eftpos leases are also reported. Within budget YTD.
Communications/ Consumables	Standard communications expenses are reported for the period including phones, broadband, stationery, and photocopying. Several router cables were purchased to set up offsite workstations. Within budget YTD.
General	Minor expenses are reported for the Survey Monkey subscription, bank fees and morning teas. Within budget YTD.

General Equipment	Maintenance and equipment expenses include a motor service for Kotare, a WoF for the Parera boat trailer, and a tyre for the Walker mower. Field equipment fuel expenses are also reported. Within budget YTD.
Vehicles	Vehicle expenses for the period included one WoF, one puncture repair, and three months registration on the vehicles currently awaiting sale. The credit shown in April (\$574) is due to processing of invoices to staff for March personal use offsetting next to no fuel use in April. Within budget YTD.

Cash Position: \$1,176,023 (includes \$80,877 for asset replacement reserve and \$462,906 for Waikaremoana Fund) as at 30 April 2020.

Debtors: Outstanding Debtors \$59,963 as at 30 April 2020 (\$287,538 as at 30 April 2020).

Eastern Region Fish and Game - Debtors Balance Comparison 2018/19-2019/20



The total debtors outstanding as at 30 April are made up primarily of agent licence sales (\$60,063). One agent debt remains overdue for payment and this is being followed up (\$1,370) with the agent recently suspended from selling licences. The significant difference in debtor totals between the two seasons is a direct result of the delay in the Game Bird season opening.

Fixed Assets

There were no fixed asset purchases within the period.

3. Variance Report

The variance report is shown on the following two pages, please note that this is updated YTD to 30 April 2020. The year to date actuals including staff hours are entered for each project area to provide Council with an overview of the staff time component of the Operational Work Plan.

2019/2020 REPORT OF VARIANCES BETWEEN TOTAL BUDGET AND YEAR TO DATE ACTUAL EXPENDITURE AND INCOME

as at 30 April 2020

Schedule B Code	Project	EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		NET COST		Variance	%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual		
1110	Species Monitoring	\$ 53,500	\$ 26,344	2,466	1,674	\$ 147,860	\$ 74,730	\$ 9,350	\$ -	\$ 192,010	\$ 101,074	\$ 90,936	\$ 90,936	\$ 52.6	
1120	Harvest Assessment	\$ 2,400	\$ 121	800	815	\$ 47,968	\$ 36,383	\$ -	\$ -	\$ 50,368	\$ 36,504	\$ 13,864	\$ 13,864	\$ 72.5	
1140	Hatchery Operations	\$ 81,450	\$ 72,203	3,118	2,700	\$ 186,954	\$ 120,533	\$ 81,000	\$ 49,361	\$ 187,404	\$ 143,375	\$ 44,029	\$ 44,029	\$ 76.5	
1160	Releases	\$ -	\$ -	154	115	\$ 9,234	\$ 5,134	\$ -	\$ -	\$ 9,234	\$ 5,134	\$ 4,100	\$ 4,100	\$ 55.6	
1170	Regulations	\$ -	\$ -	193	107	\$ 11,572	\$ 4,777	\$ -	\$ -	\$ 11,572	\$ 4,777	\$ 6,796	\$ 6,796	\$ 41.3	
1180	Control	\$ 500	\$ -	40	38	\$ 2,398	\$ 1,696	\$ -	\$ -	\$ 2,898	\$ 1,696	\$ 1,202	\$ 1,202	\$ 58.5	
	TOTAL - SPECIES MANAGEMENT	\$ 137,850	\$ 98,668	6,771	5,449	\$ 405,986	\$ 243,253	\$ 90,350	\$ 49,361	\$ 453,486	\$ 292,560	\$ 160,926	\$ 160,926	\$ 64.5	
1210	Resource Management Act	\$ 200	\$ -	1,500	1,093	\$ 89,939	\$ 48,793	\$ -	\$ -	\$ 90,139	\$ 48,793	\$ 41,346	\$ 41,346	\$ 54.1	
1220	Works & Management	\$ 21,000	\$ 14,192	994	869	\$ 59,800	\$ 38,794	\$ 13,150	\$ 7,433	\$ 67,450	\$ 45,553	\$ 21,897	\$ 21,897	\$ 67.5	
1230	Assisted Habitat	\$ 3,700	\$ 331	836	484	\$ 50,126	\$ 21,607	\$ -	\$ -	\$ 53,826	\$ 21,938	\$ 31,889	\$ 31,889	\$ 40.8	
1240	Assess & Monitor	\$ -	\$ -	84	3	\$ 5,037	\$ 134	\$ -	\$ -	\$ 5,037	\$ 134	\$ 4,903	\$ 4,903	\$ 2.7	
1250	Lake Waikaremoana	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0	
	TOTAL - HABITAT PROTECTION & MAN	\$ 24,900	\$ 14,523	3,414	2,449	\$ 204,702	\$ 109,328	\$ 13,150	\$ 7,433	\$ 216,452	\$ 116,418	\$ 100,034	\$ 100,034	\$ 53.8	
1310	Access	\$ 7,200	\$ 4,704	602	653	\$ 36,096	\$ 29,151	\$ -	\$ -	\$ 43,296	\$ 33,855	\$ 9,441	\$ 9,441	\$ 78.2	
1330	Newsletters/Information	\$ 8,500	\$ 5,674	344	134	\$ 20,626	\$ 5,982	\$ -	\$ -	\$ 29,126	\$ 11,656	\$ 17,470	\$ 17,470	\$ 40.0	
1340	Other Publications	\$ 2,000	\$ 160	60	45	\$ 3,598	\$ 2,009	\$ -	\$ -	\$ 5,598	\$ 2,169	\$ 3,429	\$ 3,429	\$ 38.7	
1350	Training	\$ 800	\$ 200	912	647	\$ 54,683	\$ 28,883	\$ 11,000	\$ 7,735	\$ 44,483	\$ 21,348	\$ 23,135	\$ 23,135	\$ 48.0	
1360	Club Relations	\$ -	\$ -	44	25	\$ 2,638	\$ 1,116	\$ -	\$ -	\$ 2,638	\$ 1,116	\$ 1,522	\$ 1,522	\$ 42.3	
1370	Huts	\$ 1,450	\$ 1,389	38	18	\$ 2,278	\$ 804	\$ 400	\$ 226	\$ 3,328	\$ 1,967	\$ 1,362	\$ 1,362	\$ 59.1	
	TOTAL - ANGLER & HUNTER PARTICIP	\$ 19,950	\$ 12,127	2,000	1,522	\$ 119,919	\$ 67,945	\$ 11,400	\$ 7,961	\$ 128,469	\$ 72,111	\$ 56,358	\$ 56,358	\$ 58.1	
1410	Liaison	\$ -	\$ -	192	175	\$ 11,512	\$ 7,812	\$ -	\$ -	\$ 11,512	\$ 7,812	\$ 3,700	\$ 3,700	\$ 67.9	
1420	Communication	\$ 500	\$ -	192	122	\$ 11,512	\$ 5,446	\$ -	\$ -	\$ 12,012	\$ 5,446	\$ 6,566	\$ 6,566	\$ 45.3	
1440	Public Promotions	\$ 4,500	\$ 1,139	152	126	\$ 9,114	\$ 5,625	\$ -	\$ -	\$ 13,614	\$ 6,764	\$ 6,850	\$ 6,850	\$ 49.7	
1450	Visitor Facilities/Education	\$ 2,000	\$ 693	590	54	\$ 35,376	\$ 2,411	\$ -	\$ -	\$ 37,376	\$ 3,104	\$ 34,272	\$ 34,272	\$ 8.3	
	TOTAL - PUBLIC INTERFACE	\$ 7,000	\$ 1,832	1,126	477	\$ 67,514	\$ 21,294	\$ -	\$ -	\$ 74,514	\$ 23,126	\$ 51,388	\$ 51,388	\$ 31.0	
1510	Ranging	\$ 1,500	\$ 479	934	597	\$ 56,002	\$ 26,651	\$ -	\$ -	\$ 57,502	\$ 27,130	\$ 30,372	\$ 30,372	\$ 47.2	
1520	Ranger Training	\$ 1,000	\$ -	108	25	\$ 6,476	\$ 1,116	\$ -	\$ -	\$ 7,476	\$ 1,116	\$ 6,360	\$ 6,360	\$ 14.9	
1530	Compliance Prosecutions	\$ 5,000	\$ 931	360	173	\$ 21,585	\$ 7,723	\$ 6,000	\$ 4,884	\$ 20,585	\$ 3,771	\$ 16,815	\$ 16,815	\$ 78.3	
	TOTAL - COMPLIANCE	\$ 7,500	\$ 1,410	1,402	795	\$ 84,063	\$ 35,490	\$ 6,000	\$ 4,884	\$ 85,563	\$ 32,017	\$ 53,547	\$ 53,547	\$ 37.4	
1610	Licensing	\$ 700	\$ 13	256	193	\$ 15,350	\$ 8,616	\$ -	\$ -	\$ 16,050	\$ 8,629	\$ 7,421	\$ 7,421	\$ 53.8	
1620	Agent Servicing	\$ -	\$ -	188	88	\$ 11,272	\$ 3,928	\$ -	\$ -	\$ 11,272	\$ 3,928	\$ 7,344	\$ 7,344	\$ 34.9	
	TOTAL - LICENSING	\$ 700	\$ 13	444	281	\$ 26,622	\$ 12,544	\$ -	\$ -	\$ 27,322	\$ 12,557	\$ 14,765	\$ 14,765	\$ 46.0	
1710	Council Elections	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0	
1720	Council Meetings	\$ 9,000	\$ 1,702	891	518	\$ 53,424	\$ 23,124	\$ -	\$ -	\$ 62,424	\$ 24,826	\$ 37,598	\$ 37,598	\$ 39.8	
	TOTAL - COUNCILS	\$ 9,000	\$ 1,702	891	518	\$ 53,424	\$ 23,124	\$ -	\$ -	\$ 62,424	\$ 24,826	\$ 37,598	\$ 37,598	\$ 39.8	
1810	Management Planning	\$ -	\$ -	0	12	\$ -	\$ 536	\$ -	\$ -	\$ -	\$ 536	\$ (536)	\$ (536)	\$ #DIV/0!	
1820	Annual Planning	\$ -	\$ -	124	64	\$ 7,435	\$ 2,857	\$ -	\$ -	\$ 7,435	\$ 2,857	\$ 4,578	\$ 4,578	\$ 38.4	
1830	Reporting/Audit	\$ 9,185	\$ 6,040	554	399	\$ 33,218	\$ 17,812	\$ -	\$ -	\$ 42,403	\$ 23,852	\$ 18,551	\$ 18,551	\$ 56.3	
1840	National Liaison	\$ 100	\$ 105	460	523	\$ 27,581	\$ 23,348	\$ -	\$ -	\$ 27,681	\$ 23,453	\$ 4,229	\$ 4,229	\$ 84.7	
	TOTAL - PLANNING/REPORTING	\$ 9,285	\$ 6,145	1,138	998	\$ 66,234	\$ 44,552	\$ -	\$ -	\$ 77,519	\$ 50,697	\$ 26,821	\$ 26,821	\$ 65.4	
	TOTAL - PLANNING/REPORTING	\$ 216,185	\$ 136,420	17,186	12,489	\$ 1,030,465	\$ 557,531	\$ 120,900	\$ 69,639	\$ 1,125,750	\$ 624,312	\$ 501,438	\$ 501,438	\$ 55.5	

OVERHEADS		EXTERNAL COSTS		NETABLE INCOME		NET COST		NET COST		%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Variance	
1910	Salaries	\$ 916,732	\$ 603,690	\$ 92,066	\$ 911,624	\$ 400,248	\$ 511,624	\$ 400,248	\$ 511,624	56.1
1920	Staff Expenses	\$ 23,900	\$ 2,795	-	\$ 2,795	\$ 21,105	\$ 23,900	\$ 21,105	\$ 23,900	11.7
1930	Staff Houses	\$ 14,675	\$ 7,196	\$ 32,278	\$ (18,525)	\$ 6,557	\$ (25,082)	\$ 6,557	\$ (25,082)	135.4
1940	Office Premises	\$ 20,570	\$ 13,510	-	\$ 13,510	\$ 7,060	\$ 20,570	\$ 7,060	\$ 20,570	65.7
1950	Office Equipment	\$ 3,600	\$ 1,579	-	\$ 1,579	\$ 2,021	\$ 3,600	\$ 2,021	\$ 3,600	43.9
1960	Communications/Consumables	\$ 17,750	\$ 12,018	-	\$ 12,018	\$ 5,732	\$ 17,750	\$ 5,732	\$ 17,750	67.7
1970	General	\$ 10,598	\$ 9,110	\$ 6,764	\$ 2,346	\$ 6,752	\$ 9,098	\$ 6,752	\$ 9,098	25.8
1980	General Equipment	\$ 16,200	\$ 7,354	-	\$ 7,354	\$ 8,846	\$ 16,200	\$ 8,846	\$ 16,200	45.4
1990	Vehicles	\$ 46,000	\$ 31,387	-	\$ 31,387	\$ 14,613	\$ 46,000	\$ 14,613	\$ 46,000	68.2
	Administration	\$ 1,070,025	\$ 688,639	\$ 131,108	\$ 557,531	\$ 472,934	\$ 1,030,465	\$ 557,531	\$ 1,030,465	54.1
	Total Overhead Net Cost				\$ 557,531				\$ 557,531	
	Total Outputs Staff Hours				12,489				12,489	
	Internal Cost Per Hour				44.64				44.64	

2019/2020 REPORT OF VARIANCES BETWEEN TOTAL BUDGET AND YEAR TO DATE ACTUAL EXPENDITURE AND INCOME

Schedule C	Code	Output	EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		%	
			Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Variance		
	1	Species Management	\$ 137,850	\$ 98,668	6,771	5,449	\$ 405,986	\$ 243,253	\$ 90,350	\$ 49,361	\$ 453,486	\$ 292,560	\$ 160,926	64.5
	2	Habitat Protection & Management	\$ 24,900	\$ 14,523	3,414	2,449	\$ 204,702	\$ 109,328	\$ 13,150	\$ 7,433	\$ 216,452	\$ 116,418	\$ 100,034	53.8
	3	Angler & Hunter Participation	\$ 19,950	\$ 12,127	2,000	1,522	\$ 119,919	\$ 67,945	\$ 11,400	\$ 7,961	\$ 128,469	\$ 72,111	\$ 56,358	56.1
	4	Public Interface	\$ 7,000	\$ 1,852	1,126	477	\$ 67,514	\$ 21,294	-	-	\$ 74,514	\$ 23,126	\$ 51,388	31.0
	5	Compliance	\$ 7,500	\$ 1,410	1,402	795	\$ 84,063	\$ 35,490	\$ 6,000	\$ 4,884	\$ 85,563	\$ 32,017	\$ 53,547	37.4
	6	Licensing	\$ 700	\$ 13	444	281	\$ 26,622	\$ 12,544	-	-	\$ 27,322	\$ 12,557	\$ 14,765	46.0
	7	Councils	\$ 9,000	\$ 1,702	891	518	\$ 53,424	\$ 23,124	-	-	\$ 62,424	\$ 24,826	\$ 37,598	39.8
	8	Planning, Reporting	\$ 9,285	\$ 6,145	1,138	998	\$ 68,234	\$ 44,552	-	-	\$ 77,519	\$ 50,697	\$ 26,821	65.4
	9	Administration												
		Total Overhead Staff Hours			6,341	4,209								
		TOTAL BUDGET	\$ 216,185	\$ 136,420	23,527	16,698	\$ 1,030,465	\$ 557,531	\$ 120,900	\$ 69,639	\$ 1,125,750	\$ 624,312	\$ 501,438	

Licence Income 2019-20		Budget	Actual
2019-20	Fish Licence Income	\$ 1,165,658	\$ 1,004,526
	Less Commission	\$ 51,346.00	\$ -
	Net Fish Licence Income	\$ 1,134,312	\$ 1,004,526
2020	Game Licence Income	\$ 265,652	\$ 51,059
	Less Commission	\$ 11,954.00	\$ 40,637
	Net Game Licence Income	\$ 253,698	\$ 10,422
	Total Licence Income	\$ 1,451,310	\$ 1,055,585
	Total Commission	\$ 63,300	\$ 40,637
	Total Net 2018/19 Licence Revenue	\$ 1,388,010	\$ 1,014,948

% year complete		% of OWP budget spent	
	OWP Bulk Fund	67%	55%
	Adjustment to OWP budgets - National Approved Budget	\$ 1,125,750	\$ 624,312
	less Interest	\$ (13,598)	\$ (4,255)
	Plus NZ Fish & Game Levies	\$ 215,406	\$ 161,555
	Less Licence Revenue	\$ (1,451,310)	\$ (1,055,585)
	Plus Commission Expense	\$ 63,300	\$ 40,637
	Plus Gain Loss on Sale/revaluation	\$ (6,856)	\$ -
	Depreciation	\$ 74,203	\$ 51,418
	Subtotal	\$ 6,895	\$ (181,918)

Adjustments to OWP budgets - Waikareroana Fund		Actual(surplus)/deficitYTD	
	Less Waikareroana Fund Interest	\$ (11,790)	\$ (4,869)
	Plus Waikareroana Fund Expenses	\$ 9,350	\$ -
	Adjusted Budget	\$ 4,455	\$ (186,787)

Profit and Loss - Council

Eastern Fish and Game Council for the 2 months ended 30 April 2020

Income	Mar-20	Apr-20	YTD Actual	YTD Budget	Total Budget	Variance YTD	Var YTD %
Licence Income	52,580	19,830	1,019,835	1,269,000	1,406,676	(249,165)	-20%
Non-Resident Licence Levy Revenue	3,875	6	35,750	39,500	44,634	(3,750)	-9%
Other Income	87,649	6,693	209,870	117,936	192,704	91,934	78%
Total Income	144,105	26,529	1,265,455	1,426,436	1,644,014	(160,981)	-11%
Operating Expenses							
Depreciation	6,818	6,818	51,418	49,464	74,203	1,954	4%
1100 SPECIES MANAGEMENT							
1110 Population Monitoring	8,962	0	26,344	42,900	53,500	(16,556)	-39%
1120 Harvest Assessment	0	0	121	400	2,400	(280)	-70%
1140 Hatchery Operations	3,197	13,197	72,203	72,000	81,450	203	0%
1180 Game Bird Control	0	0	0	300	500	(300)	-100%
Total 1100 SPECIES MANAGEMENT	12,159	13,197	98,668	115,600	137,850	(16,932)	-15%
1200 HABITAT PROTECTION/MANAGEMENT							
1210 Resource Management Act	0	0	0	200	200	(200)	-100%
1220 Works & Management	4,863	0	14,192	16,500	21,000	(2,308)	-14%
1230 Assisted Habitat	0	0	331	2,700	13,050	(2,369)	-88%
Total 1200 HABITAT PROTECTION/MGT	4,863	0	14,523	19,400	34,250	(4,877)	-25%
1300 PARTICIPATION							
1310 Access	2,364	40	4,704	4,900	7,200	(196)	-4%
1330 Newsletters	0	0	5,674	8,500	8,500	(2,826)	-33%
1340 Other Publications	0	0	160	1,000	2,000	(840)	-84%
1350 Training	0	0	200	500	800	(300)	-60%
1370 Huts	147	469	1,389	1,000	1,450	389	39%
Total 1300 PARTICIPATION	2,511	509	12,128	15,900	19,950	(3,772)	-24%
1400 PUBLIC INTERFACE							
1420 Communication	0	0	0	500	500	(500)	-100%
1440 Public Promotions	482	0	1,139	500	4,500	639	128%
1450 Visitor Facilities/Education	36	0	693	1,250	2,000	(557)	-45%
Total 1400 PUBLIC INTERFACE	518	0	1,831	2,250	7,000	(419)	-19%
1500 COMPLIANCE							
1510 Ranging	57	57	479	1,000	1,500	(521)	-52%
1520 Ranger Training	0	0	0	1,000	1,000	(1,000)	-100%
1530 Compliance	0	0	931	3,300	5,000	(2,369)	-72%
Total 1500 COMPLIANCE	57	57	1,411	5,300	7,500	(3,889)	-73%
1600 LICENSING							
1610 Licence Prod/Distrib	0	0	13	0	700	13	0%
1630 Commission	2,393	577	40,637	57,105	63,300	(16,468)	-29%
Total 1600 LICENSING	2,393	577	40,650	57,105	64,000	(16,455)	-29%
1700 COUNCIL							
1720 Council Meetings	0	0	1,702	6,000	9,000	(4,298)	-72%
Total 1700 COUNCIL	0	0	1,702	6,000	9,000	(4,298)	-72%
1800 PLANNING/REPORTING							
1830 Reporting/Audit	0	0	6,040	7,040	9,185	(1,000)	-14%
1840 National Liaison	0	53,852	161,659	161,614	215,506	45	0%
Total 1800 PLANNING/REPORTING	0	53,852	167,699	168,654	224,691	(955)	-1%
1900 ADMINISTRATION							
1910 Salaries	106,560	69,922	603,690	599,403	916,732	4,287	1%
1920 Staff Expenses	302	30	2,795	7,100	24,000	(4,305)	-61%
1930 Staff Houses	17	750	7,196	13,335	14,675	(6,139)	-46%
1940 Office Premises	1,037	1,506	13,510	15,544	20,570	(2,034)	-13%
1950 Office Equipment	487	136	1,579	2,936	3,600	(1,357)	-46%
1960 Communications/Consumables	863	919	12,018	13,273	17,750	(1,255)	-9%
1970 General	103	6	9,110	9,972	10,598	(862)	-9%
1980 General Equipment	921	0	7,354	11,700	16,200	(4,346)	-37%
1990 Vehicles	3,044	(574)	31,387	33,450	46,000	(2,063)	-6%
Total 1900 ADMINISTRATION	113,332	72,696	688,637	706,713	1,070,125	(18,076)	-3%
Total Operating Expenses	142,651	147,705	1,078,668	1,146,386	1,648,569	(67,718)	-6%
Net Profit	1,454	(121,333)	186,787	280,050	(4,555)	(93,263)	-33%

2019/2020 REPORT OF VARIANCES BETWEEN TOTAL BUDGET AND ACTUAL EXPENDITURE AND INCOME - Estimate Y/End result at 8 June 2020

Schedule B Code	Project	EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		NET COST		%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Variance		
1110	Species Monitoring	\$ 53,500	\$ 47,179	2,466	2,466	\$ 147,860	\$ 126,247	\$ 9,350	\$ 9,350	\$ 192,010	\$ 164,076	\$ 27,934	85.5	
1120	Harvest Assessment	\$ 2,400	\$ 2,100	800	800	\$ 47,968	\$ 40,956	-	-	\$ 50,368	\$ 43,056	\$ 7,312	85.5	
1140	Hatchery Operations	\$ 81,450	\$ 74,500	3,118	3,118	\$ 186,954	\$ 159,626	\$ 81,000	\$ 66,122	\$ 187,404	\$ 168,004	\$ 19,400	89.6	
1150	Game Farm	\$ -	\$ -	0	0	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	0.0	
1160	Releases	\$ -	\$ -	154	154	\$ 9,234	\$ 7,884	-	-	\$ 9,234	\$ 7,884	\$ 1,350	85.4	
1170	Regulations	\$ -	\$ -	193	193	\$ 11,572	\$ 9,881	-	-	\$ 11,572	\$ 9,881	\$ 1,692	85.4	
1180	Control	\$ 500	\$ -	40	40	\$ 2,398	\$ 2,048	-	-	\$ 2,898	\$ 2,048	\$ 851	70.7	
	TOTAL - SPECIES MANAGEMENT	\$ 137,850	\$ 123,779	6,771	6,771	\$ 405,986	\$ 346,642	\$ 90,350	\$ 75,472	\$ 453,486	\$ 394,949	\$ 58,538	87.1	
1210	Resource Management Act	\$ 200	\$ -	1,500	1,500	\$ 89,939	\$ 76,793	-	-	\$ 90,139	\$ 76,793	\$ 13,347	85.2	
1220	Works & Management	\$ 21,000	\$ 16,202	994	994	\$ 59,600	\$ 50,888	\$ 13,150	\$ 12,054	\$ 67,450	\$ 55,036	\$ 12,414	81.6	
1230	Assisted Habitat	\$ 3,700	\$ 331	836	836	\$ 50,126	\$ 42,799	-	-	\$ 53,826	\$ 43,130	\$ 10,696	80.1	
1240	Assess & Monitor	\$ -	\$ -	84	84	\$ 5,037	\$ 4,300	-	-	\$ 5,037	\$ 4,300	\$ 736	85.4	
	TOTAL - HABITAT PROTECTION & MAN	\$ 24,900	\$ 16,533	3,414	3,414	\$ 204,702	\$ 174,780	\$ 13,150	\$ 12,054	\$ 216,452	\$ 179,259	\$ 37,193	82.8	
1310	Access	\$ 7,200	\$ 4,864	602	602	\$ 36,096	\$ 30,819	-	-	\$ 43,296	\$ 35,683	\$ 7,612	82.4	
1330	Newsletters/Information	\$ 8,500	\$ 5,674	344	344	\$ 20,626	\$ 17,611	-	-	\$ 29,126	\$ 23,285	\$ 5,841	79.9	
1340	Other Publications	\$ 2,000	\$ 160	60	60	\$ 3,598	\$ 3,072	-	-	\$ 5,598	\$ 3,232	\$ 2,366	57.7	
1350	Training	\$ 800	\$ 200	912	912	\$ 54,683	\$ 46,690	\$ 11,000	\$ 7,735	\$ 44,483	\$ 39,155	\$ 5,328	88.0	
1360	Club Relations	\$ -	\$ -	44	44	\$ 2,638	\$ 2,253	-	-	\$ 2,638	\$ 2,253	\$ 386	85.4	
1370	Huts	\$ 1,450	\$ 1,870	38	38	\$ 2,278	\$ 1,945	\$ 400	\$ 226	\$ 3,328	\$ 3,589	\$ (261)	107.8	
	TOTAL - ANGLER & HUNTER PARTICIP	\$ 19,950	\$ 12,768	2,000	2,000	\$ 119,919	\$ 102,390	\$ 11,400	\$ 7,961	\$ 128,469	\$ 107,197	\$ 21,272	83.4	
1410	Liaison	\$ -	\$ -	192	192	\$ 11,512	\$ 9,829	-	-	\$ 11,512	\$ 9,829	\$ 1,683	85.4	
1420	Communication	\$ 500	\$ -	192	192	\$ 11,512	\$ 9,829	-	-	\$ 12,012	\$ 9,920	\$ 2,183	81.8	
1440	Public Promotions	\$ 4,500	\$ 1,138	152	152	\$ 9,114	\$ 7,782	-	-	\$ 13,614	\$ 9,920	\$ 4,694	65.5	
1450	Visitor Facilities/Education	\$ 2,000	\$ 993	590	590	\$ 35,376	\$ 30,205	-	-	\$ 37,376	\$ 31,198	\$ 6,178	83.5	
	TOTAL - PUBLIC INTERFACE	\$ 7,000	\$ 2,131	1,126	1,126	\$ 67,514	\$ 57,646	\$ -	\$ -	\$ 74,514	\$ 59,777	\$ 14,738	80.2	
1510	Ranging	\$ 1,500	\$ 940	934	934	\$ 56,002	\$ 47,816	-	-	\$ 57,502	\$ 48,756	\$ 8,746	84.8	
1520	Ranger Training	\$ 1,000	\$ 400	108	108	\$ 6,476	\$ 5,529	-	-	\$ 7,476	\$ 5,929	\$ 1,547	79.3	
1530	Compliance Prosecutions	\$ 5,000	\$ 1,931	360	360	\$ 21,585	\$ 18,430	\$ 6,000	\$ 5,165	\$ 20,585	\$ 15,196	\$ 5,389	73.8	
	TOTAL - COMPLIANCE	\$ 7,500	\$ 3,271	1,402	1,402	\$ 84,063	\$ 71,775	\$ 6,000	\$ 5,165	\$ 85,563	\$ 69,981	\$ 15,582	81.7	
1610	Licensing	\$ 700	\$ 600	256	256	\$ 15,350	\$ 13,106	-	-	\$ 16,050	\$ 13,706	\$ 2,344	85.4	
1620	Agent Servicing	\$ -	\$ -	188	188	\$ 11,272	\$ 9,625	-	-	\$ 11,272	\$ 9,625	\$ 1,648	85.4	
	TOTAL - LICENSING	\$ 700	\$ 600	444	444	\$ 26,622	\$ 22,731	\$ -	\$ -	\$ 27,322	\$ 23,331	\$ 3,991	85.4	
1710	Council Elections	\$ -	\$ -	0	0	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	0.0	
1720	Council Meetings	\$ 9,000	\$ 3,000	891	891	\$ 53,424	\$ 45,615	-	-	\$ 62,424	\$ 48,615	\$ 13,809	77.9	
	TOTAL - COUNCILS	\$ 9,000	\$ 3,000	891	891	\$ 53,424	\$ 45,615	\$ -	\$ -	\$ 62,424	\$ 48,615	\$ 13,809	77.9	
1810	Management Planning	\$ -	\$ -	0	0	\$ -	\$ -	-	-	\$ -	\$ -	\$ -	0.0	
1820	Annual Planning	\$ -	\$ -	124	124	\$ 7,435	\$ 6,348	-	-	\$ 7,435	\$ 6,348	\$ 1,087	85.4	
1830	Reporting/Audit	\$ 9,185	\$ 8,350	554	554	\$ 33,218	\$ 28,362	-	-	\$ 42,403	\$ 36,712	\$ 5,691	86.6	
1840	National Liaison	\$ 100	\$ 105	460	460	\$ 27,581	\$ 23,550	-	-	\$ 27,681	\$ 23,655	\$ 4,027	85.5	
	TOTAL - PLANNING/REPORTING	\$ 9,285	\$ 8,455	1,138	1,138	\$ 68,234	\$ 58,260	\$ -	\$ -	\$ 77,519	\$ 66,715	\$ 10,804	86.1	
	TOTAL	\$ 216,185	\$ 170,537	17,186	17,186	\$ 1,030,465	\$ 879,838	\$ 120,900	\$ 100,652	\$ 1,125,750	\$ 949,723	\$ 176,027	84.4	

		EXTERNAL COSTS		NETABLE INCOME		NET COST		NET COST		%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	
1910	Salaries	\$ 916,732	\$ 920,877	\$ 94,496	\$ 94,496	\$ 911,872	\$ 826,381	\$ 85,491	\$ 85,491	90.6
1920	Staff Expenses	\$ 23,900	\$ 16,900	\$ -	\$ -	\$ 23,900	\$ 16,900	\$ 7,000	\$ 7,000	70.7
1930	Staff Houses	\$ 14,675	\$ 8,300	\$ 33,200	\$ 47,347	\$ (18,525)	\$ (39,047)	\$ 20,522	\$ 20,522	210.8
1940	Office Premises	\$ 20,570	\$ 18,680	\$ -	\$ -	\$ 20,570	\$ 18,680	\$ 1,890	\$ 1,890	90.8
1950	Office Equipment	\$ 3,600	\$ 2,200	\$ -	\$ -	\$ 3,600	\$ 2,200	\$ 1,400	\$ 1,400	61.1
1960	Communications/Consumables	\$ 17,750	\$ 15,604	\$ -	\$ -	\$ 17,750	\$ 15,604	\$ 2,146	\$ 2,146	87.9
1970	General	\$ 10,598	\$ 10,457	\$ 1,500	\$ 21,763	\$ 9,098	\$ (11,306)	\$ 20,404	\$ 20,404	-124.3
1980	General Equipment	\$ 16,200	\$ 8,853	\$ -	\$ -	\$ 16,200	\$ 8,853	\$ 7,347	\$ 7,347	54.6
1990	Vehicles	\$ 46,000	\$ 41,573	\$ -	\$ -	\$ 46,000	\$ 41,573	\$ 4,427	\$ 4,427	90.4
	Administration	\$ 1,070,025	\$ 1,043,444	\$ 39,560	\$ 163,606	\$ 1,030,465	\$ 879,838	\$ 150,627	\$ 150,627	85.4
	Total Overhead Net Cost			\$ 1,030,465	\$ 879,838					
	Total Outputs Staff Hours			17,186	17,186					
	Internal Cost Per Hour			59.96	51.20					

2019/2020 REPORT OF VARIANCES BETWEEN TOTAL BUDGET AND ACTUAL EXPENDITURE AND INCOME - Estimate Y/End result at 8 June 2020

Schedule C	Code	Output	EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		%	
			Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual		
	1	Species Management	\$ 137,850	\$ 123,779	6,771	6,771	\$ 405,986	\$ 346,642	\$ 90,350	\$ 75,472	\$ 453,486	\$ 394,949	\$ 58,538	87.1
	2	Habitat Protection & Management	\$ 24,900	\$ 16,533	3,414	3,414	\$ 204,702	\$ 174,780	\$ 13,150	\$ 12,054	\$ 216,452	\$ 179,259	\$ 37,193	82.8
	3	Angler & Hunter Participation	\$ 19,950	\$ 12,768	2,000	2,000	\$ 119,919	\$ 102,390	\$ 11,400	\$ 7,961	\$ 128,469	\$ 107,197	\$ 21,272	83.4
	4	Public Interface	\$ 7,000	\$ 2,131	1,126	1,126	\$ 67,514	\$ 57,646	\$ -	\$ -	\$ 74,514	\$ 59,777	\$ 14,738	80.2
	5	Compliance	\$ 7,500	\$ 3,271	1,402	1,402	\$ 84,063	\$ 71,775	\$ 6,000	\$ 5,165	\$ 85,563	\$ 69,881	\$ 15,682	81.7
	6	Licensing	\$ 700	\$ 600	444	444	\$ 26,622	\$ 22,731	\$ -	\$ -	\$ 27,322	\$ 23,331	\$ 3,991	85.4
	7	Councils	\$ 9,000	\$ 3,000	891	891	\$ 53,424	\$ 45,615	\$ -	\$ -	\$ 62,424	\$ 48,615	\$ 13,809	77.9
	8	Planning, Reporting	\$ 9,285	\$ 8,455	1,138	1,138	\$ 68,234	\$ 58,260	\$ -	\$ -	\$ 77,519	\$ 66,715	\$ 10,804	86.1
	9	Administration			6,341	6,341								
		Total Overhead Staff Hours			23,527	23,527								
		TOTAL BUDGET	\$ 216,185	\$ 170,537			\$ 1,030,465	\$ 879,838	\$ 120,900	\$ 100,652	\$ 1,125,750	\$ 949,723	\$ 176,027	

Licence Income 2019-20		Budget	Actual
2019-20 Fish Licence Income		\$ 1,185,658	\$ 1,053,310
Less Commission		\$ -	\$ 51,346.00
Net Fish Licence Income		\$ 1,134,312	\$ 1,053,310
2020 Game Licence Income		\$ 265,662	\$ 221,861
Less Commission		\$ -	\$ 50,637
Net Game Licence Income		\$ 263,698	\$ 171,224
Total Licence Income		\$ 1,451,310	\$ 1,275,171
Total Commission		\$ 63,300	\$ 50,637
Total Net 2019-20 Licence Revenue		\$ 1,388,010	\$ 1,224,534

% of OWP budget spent		100%	84%
OWP Bulk Fund	Actual Net Cost YTD	\$ 1,125,750	\$ 949,723
Adjustment to OWP budgets - National Approved Budget			
	less Interest	\$ (13,598)	\$ (13,000)
	Plus NZ Fish & Game Levies	\$ 215,406	\$ 215,406
	Less Licence Revenue	\$ (1,451,310)	\$ (1,275,171)
	Plus Commission Expense	\$ 63,300	\$ 50,637
	Plus Gain Loss on Sale/revaluation	\$ (6,856)	\$ (6,856)
	Depreciation	\$ 74,203	\$ 74,203
	Subtotal	\$ 6,895	\$ (5,058)
Adjustments to OWP budgets - Waikaremoana Fund			
	Less Waikaremoana Fund Interest	\$ (11,790)	\$ (11,790)
	Plus Waikaremoana Fund Expenses	\$ 9,350	\$ 9,350
Adjusted Budget	Actual(surplus)/deficitYTD	\$ 4,455	\$ (7,498)

15.5 LICENCE SALES REPORT

11 June 2020

1. 2019-2020 Fish Licence Sales YTD 8 June 2020

- 1.1 Fish Licence sales for the 2019-20 season compared against the 2018-19 season YTD (8 June 2020) are summarised in *Table One*.
- 1.2 Fish Licence sales to 8 June 2020 are reporting to be 9.8% behind the 2018-19 season results for the same period. 87.8% of the annual Fish Licence sales target has been achieved for the season.

Table One Fish Licence Sales 2019/20 vs 2018/19 Seasons YTD to 8 June 2020

Channel	FWF	FWA	FWNA	FSLA	FLAA	FWIA	FLBA	FSBA	FDA	FDNA	FWJ	FWNJ	FDJ	FDNJ	FWC	FWNC	FDNC	Total Fish
Agency Online	1503	1144	344	229	1120	199	37	504	1524	828	232	13	174	29	0	6	23	7,909
Public Online	1244	978	268	160	536	213	44	523	1958	660	152	15	182	15	0	13	9	6,970
Call Centre	16	4	0	13	8	6	0	2	17	1	2	0	1	0	0	0	0	70
Total YTD 2018-19	2763	2126	612	402	1664	418	81	1029	3499	1489	386	28	357	44	0	19	32	14,949
Agency Online	1346	1045	252	263	1105	99	28	336	1075	700	202	27	138	26	0	11	21	6,674
Public Online	1102	904	240	175	553	193	45	490	1777	625	166	12	170	17	0	8	8	6,485
Call Centre	18	7	3	7	5	2	1	13	7	0	0	0	4	0	0	0	0	67
Total YTD 2019-20	2466	1956	495	445	1663	294	74	839	2859	1325	368	39	312	43	0	19	29	13,226

Summary LEQs YTD to 8 June 2020 (Whole Season Licence Equivalent)

Season	Fish LEQ	Fish Var	Fish \$	Inc/Dec
Total YTD 2018-2019	9,604		\$1,085,616	
Total YTD 2019-2020	8,665	-9.8%	\$1,002,082	-\$83,534

2019-20 Summary YTD Actual vs Total Budget

2019-20 Annual Budgeted FISH LEQs	9,866	100.0%	\$1,141,024
2019-20 YTD Actual	8,665	87.8%	\$1,002,082
Remaining to meet budget	-1,201	-12.2%	-\$138,942

Resident Licence Categories

FWF – Family Season, **FWA** – Adult Season, **FLSA** – Loyal Senior Season, **FLAA** – Local Area Season, **FWIA** – Adult Winter Season, **FLBA** – Adult Long Break, **FSBA** – Adult Short Break, **FDA** – Adult Day, **FWJ** – Junior Season, **FDJ** – Junior Day, **FWC** – Child Season

Non-Resident Licence Categories

FWNA – Adult Season, **FDNA** – Adult Day, **FWNJ** – Junior Season, **FDNJ** – Junior Day, **FWNC** – Child Season, **FDNC** – Child Day

2. 2020 Game Licence Sales YTD 8 June 2020

- 2.1 Game Licence sales for the 2020 season compared against the 2019 season YTD (8 June) are summarised in *Table Two*.
- 2.2 Game Licence sales to 8 June are reporting to be 13.4% behind the 2019 season results for the same period. It should be noted however, that as at the date of reporting the 2020 mallard and grey duck season was still in underway whereas mallard and grey duck hunting during the 2019 season ended on 3 June.
- 2.3 83.5% of the annual Game Licence sales target has been achieved for the 2020 Game Bird season.

Table Two

Game Licence Sales 2020 vs 2019 Seasons YTD to 8 June 2020

Channel	GWA	GWJ	GWC	GDA	GDJ	Total Game	Game LEQ	Game Var	Game \$	Inc/Dec
Agency Online	2734	269	144	63	7	3,217				
Public Online	320	37	12	29	1	399				
Call Centre	0	0	0	0	0	0				
Total YTD 2019	3054	306	156	92	8	3,616	3,136		\$253,579	
Agency Online	1985	184	98	15	0	2,282				
Public Online	659	67	32	21	1	780				
Call Centre	12	1	1	0	0	14				
Total YTD 2020	2656	252	131	36	1	3,076	2,714	-13.4%	\$221,861	-\$31,718

GWA Season Adult, GWJ Season Junior, GWC Season Child, GDA Day Adult, GDJ Day Junior

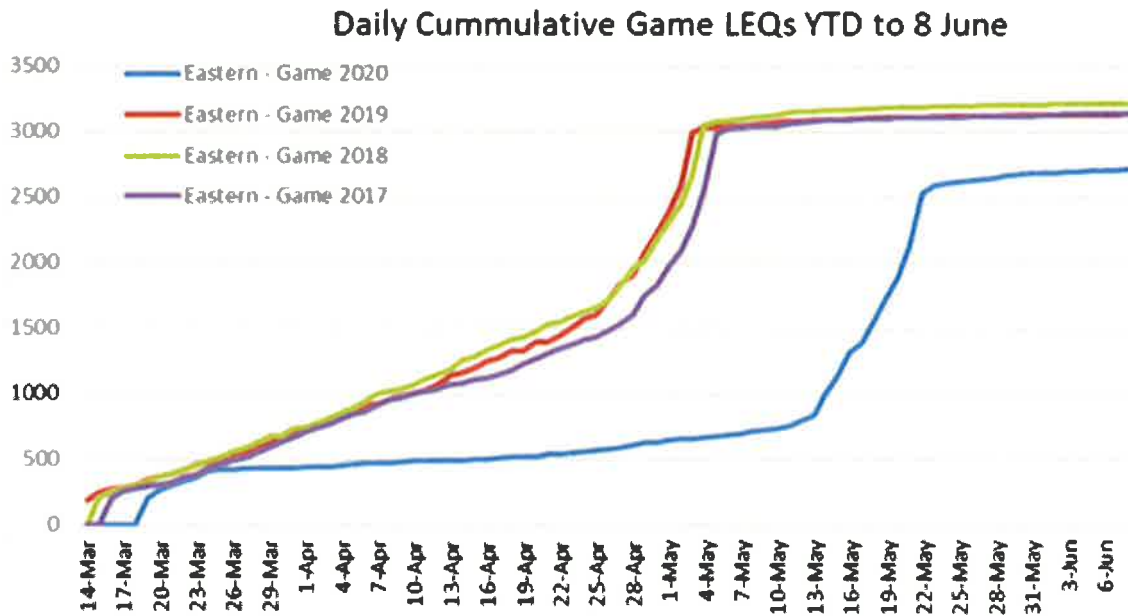
2020 Summary YTD Actual vs Total Budget

2020 Annual Budgeted GAME LEQs	3,250	100.0%	\$265,652
2020 YTD Actual	2,714	83.5%	\$221,861
Remaining to meet budget	-536	-16.5%	-\$43,791

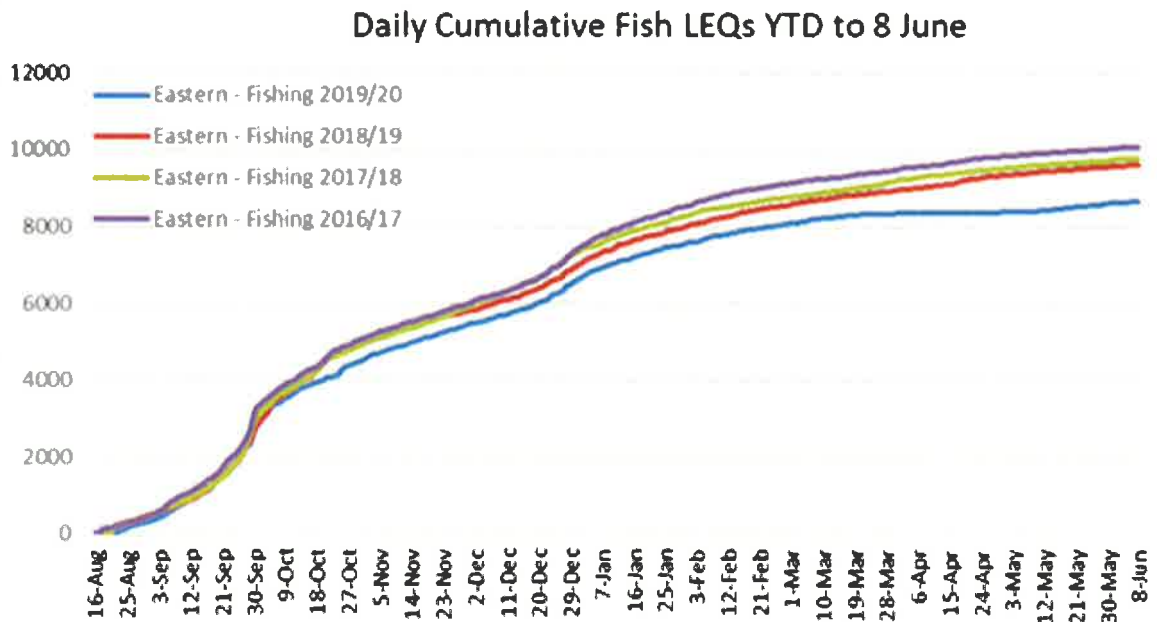
3. Daily Cumulative Licence sales

- 3.1 Graphs 1 - 6 provided on the following pages provide a visual perspective of daily licence sales and the impact that Covid 19 has had on sales results for the 2019-20 Fishing season and the 2020 Game Bird Hunting season.

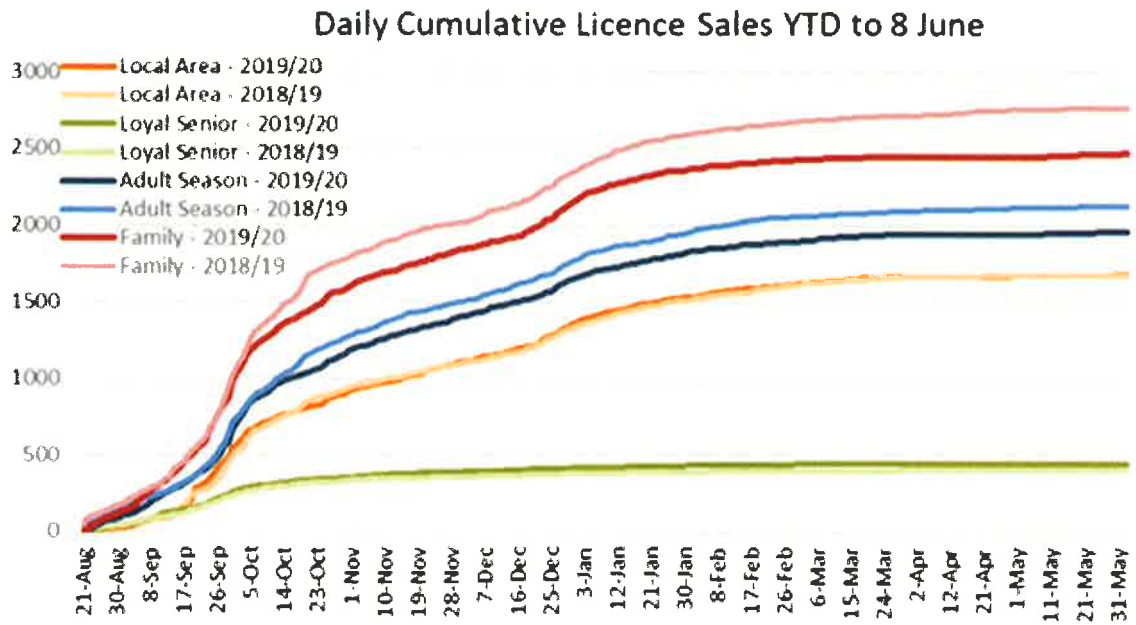
Graph 1: Daily Cumulative Game LEQs



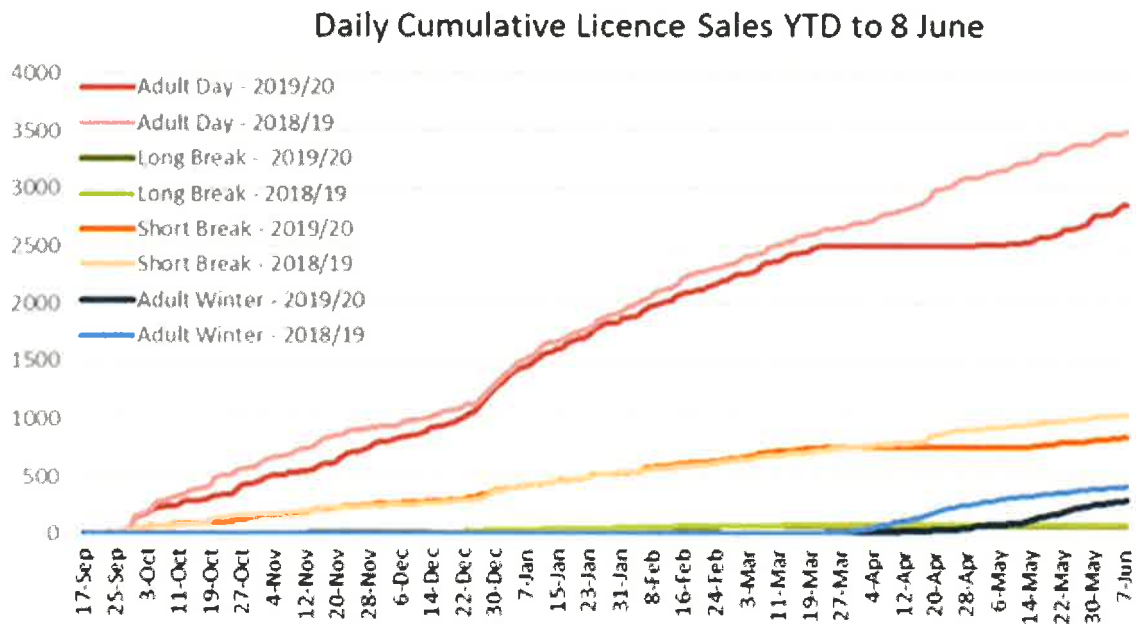
Graph 2: Daily Cumulative Fish LEQs



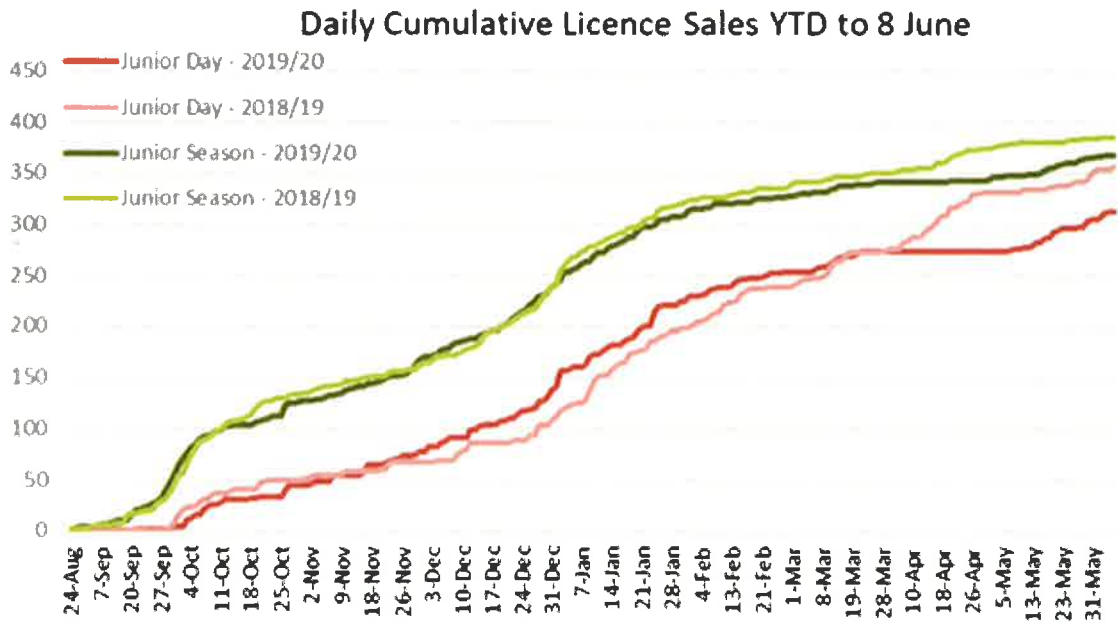
Graph 3: Daily Cumulative Adult Season Fish Licence Sales by Category



Graph 4: Daily Cumulative Adult Short-Term Fish Licence Sales by Category



Graph 5: Daily Cumulative Junior Fish Licence Sales by Category



Graph 6: Daily Cumulative Adult Non-Resident Fish Licence Sales by Category

