



**HAWKES BAY
FISH AND GAME COUNCIL**

***MEETING
AGENDA***

Tuesday 13 April 2021

AGENDA

For a Meeting of the Hawkes Bay Fish and Game Council

Venue: The Game Farm-22 Burness Rd, Jerviostown, Napier.

Date: Tuesday 13 April 2021

Commences: 6.00 PM

Page Number

1	Welcome	(6.00 PM)	
2	Apologies		
3	Minutes of the previous meeting (09 February 2021)		3
4	Matters Arising		
5	Notification of Items of General Business		
6	Conflict of Interest Register		6
7	Health & Safety Report		9
8	Iwi Liaison Advisor		11
9	Development of the Operational Work Plan		12
10	Angler Notice Review		15
11	Conflict of interest policy		16
12	Liaison Officers Reports		17
13	Operational Reports		18
	13.1 Management Report		16
	13.2 Finance Report		24
	13.3 Licence Report		34
14	Public Excluded Session		36
12	Meeting closes		37

HAWKE'S BAY FISH & GAME COUNCIL

MINUTES OF A MEETING OF THE HAWKE'S BAY FISH AND GAME COUNCIL HELD AT THE GAME FARM ON TUESDAY 9th February 2021 at 6.00 PM

PRESENT:

Messrs: Bates, (Chair), Bowcock (arrived 7pm), Lumsden, MacKay, Niblett, Hern and Williams.

IN ATTENDANCE

Jesse Friedlander (Manager), Sam Robinson (Governance Advisor)

APOLOGIES

Cr. Duley, Wayne Taylor (East Coast Conservation Board)

WELCOME

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

MINUTES OF PREVIOUS MEETING

It was noted that Sam Robinson was not present when the details of his employment were discussed. The minutes should reflect this. Cr. Duley arrived late and this should be shown in attendance.

That with the above amendments made, the minutes of the meeting held on the 8th December 2020 are a true and accurate record. (21/2/3.1) Mackay/Niblett

CONFLICT OF INTEREST REGISTER

The conflict-of-interest register was signed by all Councillors present. Cr. Niblett disclosed his conflict, being a previous gamebird hunting guide and still involved in the industry.

HEALTH AND SAFETY REPORT

That the health and safety report is accepted. (21/2/7.1) Mackay/Niblett

COUNCIL PRIORITIES

Discussion centred around potential uses for our backcountry fisheries reserve and enhancement of signage/information for public land gamebird hunters.

The manager is to send out the current Council priorities to be ranked before the next meeting.

That Council reviews the priorities for the 2020/2021 year and identifies any changes to priorities or projects for incorporation into the draft operational work plan for the 2021/2022 year. (21/2/8.1) Mackay/Lumsden

ANGLER NOTICE REVIEW

No submissions have been received so far, however some of the angling clubs may not have met since receiving notification that submissions are due.

9.1 That Council agrees to the consultation process and time frame for considering changes to the 2021/22 Anglers Notice. (21/2/9.1)

9.2 That Council identifies any issues for further discussion in the initial “Issues and Options” paper to be prepared in April. (21/2/9.2) Mackay/Lumsden

At this point it was decided that the Council evaluation would take place at the end of the meeting as staff would be excluded from this discussion.

IWI AND HAPŪ ENGAGEMENT ADVISOR

Jesse provided Council with an update on work carried out so far to identify a suitable candidate for this role and requested Council to consider whether the proposed workstreams reflected what Council would like to get out of this project. Jesse requested an additional \$3,000 be approved for the employment of an advisor. \$3,000 will be taken from the existing contract budget, bringing the total allocated to \$6,000.

Tipene Cottrell will be invited to attend the next meeting of Council.

11.1 That Council approves additional \$3,000 expenditure for the 2020/2021 financial year for the employment of Tipene Cottrell in an advisory role. (21/02/11.1)

11.2 That Council discusses the proposed workstreams and provides direction for staff. (21/02/11.2) Lumsden/Hern

GAMEBIRD GUIDES WILDLIFE ACT PROVISIONS

Cr. Niblett declared a conflict of interest with this agenda item.

That Cr. Niblett should remain and be allowed to speak on this matter but will not have voting rights. Hern/Lumsden

Cr. Bates has contacted the acting NZC CEO, Paul Shortis regarding this matter. If the legislation is removed, the status quo will remain (No gamebird guides licence required to guide clients while hunting gamebirds, only a regular hunting licence).

Cr. Lumsden enquired as to whether this would create an issue in bringing in the fishing guides licence. This is a separate issue and will not be affected.

That Council agrees to the removal of the provisions in the Wildlife Act relating to the licensing of game bird guides. (21/02/12.1) Bowcock/Mackay

THEFT AND FRAUD PREVENTION POLICY

That Council approves the Theft and Fraud Prevention Policy. (21/02/13.1)

Lumsden/Williams

CONFIDENTIALITY AND NON-DISCOSURE POLICY

That Council approves the Confidentiality and Non-disclosure Policy. (21/02/14.1)

Lumsden/Bowcock

Liaison Officers Reports

Jesse provided Council with an update on the NES submission process and implications for Fish and Game. Items of most concern to Hawke's Bay Fish and Game are restrictions on building of maimai and wetland restoration works/planting.

Management Report

Jesse informed Council that so far 500 mallard/greyduck have been banded. We are hoping for a further 200 this season.

Finance Report

That the payments for November and December 2020 totalling \$83,807.63 be approved. (21/02/16.2) *Niblett/Lumsden*

That the Finance Report be accepted for the 2 months ended 31 December 2020. (21/02/16.2.1) *Bowcock/Mackay*

Licence Report

That Council accepts the licence sales report. (21/02/16.3) *Bowcock/Mackay*

Council Evaluation

Councillors have filled out an online survey form provided by Sam Robinson. Results from this self-evaluation were discussed. Four areas were determined as 'work-ons' which will be revisited at subsequent meetings.

That the public be excluded from the following parts of the proceedings of this meeting for Council to confirm the past public excluded session minutes and discuss the audit of Hawke's Bay Fish and Game. (21/02/10.1) *Mackay/Bowcock*
8.45pm

That the public meeting of the Hawke's Bay Fish and Game Council resumes. (21/02/10.2) *Mackay/Bowcock*

There being no further business, the meeting closed at 9.15pm.

6. CONFLICTS OF INTEREST

Ref: 7.02.01

1. Purpose

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

2. Background

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

Conflict of Interest (refer s2.7 Governance Policies) means when the member can be shown to have actual bias or apparent bias in respect of a matter¹ i.e.:

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

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

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

¹ “Matter” means:

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

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

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

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

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

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

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

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

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

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

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

Councillors should take this opportunity to disclose any Conflict of Interest they are aware of now and record it in the circulated Conflict of Interest Register. If during the course of the meeting a conflict or perceived conflict is recognised, then this should be disclosed at that point in time.

6. Recommendation

6.1 That Councillors disclose any Conflict or potential Conflict of Interest, record it in the Interest Register, and Council agrees on how to deal with any Conflict of Interest raised. The register is to be signed at each meeting by all Councillors regardless of whether Councillors have a conflict of interest or not.

7.0 HEALTH AND SAFETY REPORT

1. Background

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

1. Implementation and adherence to the Health and Safety policy/manual – including H&S as agenda item for staff & ranger meetings.
2. Monitoring and Reporting – in accordance with the Health and Safety plan.
3. Risk Management (identification and treatment) – any new issues or hazards that have arisen and how these have been addressed.
4. Training programme – information sharing and training of staff and volunteers.
5. H&S incidents – near misses or injuries sustained, plus updates on past events.
6. Recommendations.

2. February/March 2021 update

1. Implementation and adherence to the Health and Safety Plan

Weekly staff meetings have Health and Safety on the agenda as a standard item. Staff are given an opportunity to raise any issues, and as a team we develop a procedure to minimise the risks.

'Tailgate' forms are used when staff go out on field trips/ranging or when volunteers are assisting.

Tailgate forms used:

09/02/21: Banding

10/02/21: Banding

11/02/21: Banding

16/03/21: Working Bee

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

2. Monitoring and Reporting

Work Place Accident Register

As at 30 March 2021

Number of workplace injuries in 2020-2021 year	0
Number of workplace injuries in 2019-2020 year	1
Number of workplace injuries in 2018-2019 year	0
Number of workplace injuries in 2017-2018 year	0

3. Risk Management (identification and treatment)

Tailgate forms are being used by staff when undertaking tasks in the field such as farm visits, duck banding and ranging. These forms identify the risks and hazards associated with different tasks and provide a written record for audit purposes.

Visitors to the site are signing in and out in the visitor register and a verbal Health and Safety briefing is given to them before they walk around the site. Staff keep register of those they come into contact with and use Covid Tracer App.

Nick Page knee operation – 22 Feb 2021. Staff contacted our insurance provider to confirm Nick was covered to drive the work vehicle while returning to work on a recovery basis.

4. Training programme

Both Jesse and Nick are enrolled into the Red Cross Lone Worker First Aid certificate May 2021.

5. H&S incidents

No incidents to report.

6. Recommendations

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

8.0 IWI AND HAPŪ ENGAGEMENT ADVISOR

1. Purpose

For Council to meet Tipene Cottrell, engaged on a contract basis as an advisor.

2. Background

Tipene has a wide range of skills and experience which will be extremely valuable to Hawke's Bay Fish and Game. Tipene will provide guidance on the following as necessary:

- Providing advice to the HBF&G Council and manager when required to ensure our activities are conducted in a culturally sensitive manner and appropriate tikanga protocols are adhered to.
- To look at our operational work plan and regulation setting processes to identify how we can better meet our Treaty of Waitangi obligations.
- Providing advice on current Iwi settlement processes and likely effects on how we operate.
- Mapping our F&G region with Iwi and Hapū territories and contact details. Meeting with members of each group with the Chair and Manager as necessary.
- Looking through our operational work plan, publications and regulations to identify place names/significant information that require corrections.
- Helping in linking up with schools to ensure our continued involvement in education and use of the Game Farm site for environmental education. Writing of a curriculum for schools to use which is specific to the Game Farm site (history/traditional uses of species present etc).
- Educational workshops for staff and Council on local history and tikanga.

9.0 DEVELOPMENT OF THE 2021-2022 OPERATIONAL WORK PLAN

Ref: 8.02.01

1. Purpose

To consider proposed projects, budgets and performance targets for the 2021-2022 operational work Plan (OWP).

2. Background

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

The steps involved in developing the OWP for the 2021-22 year are as follows:

- Council reviews priorities and project themes/areas it wishes to focus on over and above core functions (February Council meeting).
- Council reviews draft projects and budgets excluding internal costs at this (13 April 2021) Council meeting.
- Contestable funding bids and draft regional budgets (revised if necessary following current meeting) submitted to the NZ Council for their consideration at the next meeting on 16/17 April 2021.
- Staff revise projects and resourcing including hours and internal costs to take into account outcomes of the contestable fund bids and circulate second draft of the OWP to Council ahead of its 8 June 2021 meeting.
- Second draft of the OWP considered at the June meeting and projects, budgets and targets reviewed and refined as necessary.
- Penultimate draft of OWP circulated to clubs for comment.
- Club comments considered and incorporated if appropriate into final OWP presented for approval at Council's meeting on 13 August 2021.

So far staff have only made changes to the hours allocated to each project and have not changed any direct or overhead costs between projects. This is due to the current Covid-19 situation and the effect this will have on our revenue. It is therefore likely that there will be changes to the 2021/22 OWP budget following this meeting, however we will be in a better place to make these changes once it is understood how Covid-19 will affect the 2021 gamebird season.

3. Outcomes from Council's February 2020 Meeting

Council considered the following as priorities for the 2020/21 year and it was decided that they are still priorities for the 2021-2022 year. These have not been ranked in any particular order as there is a large overlap between each category and an insufficient number of responses was received. The responses received have been included in the PFI.

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

4. Direct Costs

Changes to direct costs compared with the 2020/21 financial year are as follows:

Project	2020/21	2021/22	Reason for change
Species Management Expenditure	\$11,219	\$17,919	Added cost due to helicopter flights for drift diving not budgeted for in 2020/21.
Habitat Protection & Management	\$19,500	\$15,500	Reduced cost as have reduced number of seedlings to be bought. Greater proportion of plants grown on-site to come from our own seed.
Angler/Hunter Participation	\$14,850	\$13,100	Reduction in cost as game season newsletter will be emailed out, reducing publishing costs by \$3,250. This is partly offset by an increase of \$1,000 for maintenance work necessary on Glenfalls Hut and \$500 for subscription to SurveyMonkey.
Public Interface	\$17,300	\$16,800	Reduction of \$500 associated with cost of having stall at A&P show. Staff do not believe the show is good use of staff time/resources.
Council	\$2,000	\$3,800	Increase due to costs associated with employment of governance advisor.
Planning/Reporting	\$7,200	\$7,450	Slight increase in fixed costs.

5. Overhead Costs

There have been no changes made to the overhead costs from the 2020/21 year.

8. Resourcing

Hawkes Bay Region currently (2020-21 OWP year) has a total operational budget of **\$368,126.90**

Staff have put in one-off a contestable funding application for \$8081 subject to council approval. This is to account for the projected loss of interest income for the 2021/22 financial year and will result in no change to the total operational budget (\$368,126.90).

9. Recommendations

- 9.1** *That Council considers the draft OWP for 2020-21 and identifies any issues it might have with it.*
- 9.2** *Council approve the Contestable fund bid of \$8,081 for the loss of interest income forecast for the 2021/22 financial year.*

10. ANGLERS NOTICE REVIEW

Ref: 1.07.01

1. Purpose

To consider changes to the Anglers Notice for the 2021-2022 season.

2. Background

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

The proposed process for undertaking the review is as follows:

- (i) Advise angling clubs early on that the process is underway and that any suggested changes, and rationale for those changes are welcomed. Notification would include advertising the process on the Hawkes Bay webpage, Facebook page and in the Fish and Game “Reel Life” electronic newsletter.
- (ii) At the February Council meeting, a list of any submissions on the Anglers Notice that have been received at that point will be presented to the Council for discussion. The Council will consider which submissions have merit and warrant further investigation along with any that it might wish to propose. Staff will then produce a preliminary “Issues and Options” paper for distribution to clubs and submitters, and then advertising via electronic media.
- (iii) Prior to the April meeting, Councillors will receive feedback from staff and submitters including any new suggestions in the form of an Agenda item. At the April meeting, all submissions received will be debated and the Council will decide which of these are worthy of further examination. If warranted, a second “issues and Options” paper will be produced and again circulated for consultation. This will include a press release to inform the public along with licence holders who might not be aware of the process taking place.
- (iv) At its June 2021 meeting, Council will receive any additional correspondence arising from the undertakings to date and will finalise the content of the 2021/22 Anglers Notice.

3. Initial suggestions

No submissions have been received.

4. Recommendations

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

11. CONFLICT OF INTEREST POLICY

1. Purpose

To update the Hawke's Bay Fish and Game Council conflict of interest policy. See agenda item 6 for the policy.

2. Background

The Hawkes Bay Fish and Game Council has developed a policy to deal with Conflicts of Interest and must provide a standing agenda item to allow Councillors to disclose any Conflict or highlight any potential conflict. The policy is now due to be reviewed by Council. This is an opportunity to discuss the policy and decide on any changes that are necessary

3. Recommendation

That Council reviews its conflict of interest policy and decides on any changes that may be necessary.

12. LIAISON OFFICER REPORTS

12.1 REPORT FROM NZ COUNCIL APPOINTEE

12.2 OTHER AGENCIES

13. OPERATIONAL REPORTS

13.1 MANAGEMENT REPORT

SPECIES MANAGEMENT

1111 Regional Didymo Surveillance

Didymo sampling was completed during February for both the Ngaruroro and Tutaekuri rivers. Results continue to be negative; the next sampling date will be in April.

1115 Upland / Headwater Fisheries

Drift diving did not occur this year due to covid-19 budgetary constraints. Staff had planned to dive sites that are accessible via vehicle or foot to save helicopter expenses, however the timing of Nick's knee surgery prevented this.

1116 Game Bird Trend Counts

Trend count flights for black swan and paradise shelduck were completed on the 10th February. Results have been analysed and a report will be included in the Papers for Information with this meeting agenda.

1118 Waterfowl Monitoring

A total of 665 grey/mallards were caught this year. 611 of these had no existing band. Records of banding activity have been sent to the DOC banding office. While we had expected more birds, catch rates were likely reduced due to more grain grown in CHB (therefore making it more difficult to attract birds to the traps) and a wild cat caught in one of our traps.

1119 Predator Control

Our volunteer predator control group continues to check traps along the Tutaekuri River. The trap network was expanded on the 25th March to include the opposite side of the river. A media release on the project and collaborative work between F&G and HBRC will be put out in the first week of April.

1121 River Fisheries Creel Surveys

Over 60 individual angling diary entries have been received via the online angling diary scheme since the start of the fishing season in October. Data for the summer season will continue to be collected until the end of March 2021 but the diary system will continue operating over the winter months.

1152 Game Farm Maintenance

Predator control is ongoing around the Game Farm site and staff house with all captures being recorded on Trap.nz

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

Staff sprayed the moth plant and thistle in early February.

Staff have washed the exterior of the administration building.

A working bee was held on Tuesday 16th March. General weeding and clearing of the front entrance garden were carried out by members of the Waitangi Shooters Association, Napier Freshwater Anglers Club, Barry and Christine Robertson. Special thanks to all for the great work.

Nursery

The Nursery continues with the support of the Department of Corrections, we currently have 5175 plants in in PB3 bags ready for the coming planting season.

1154 Game Farm Development

Staff have built a weir between ponds 1 and 2. This allows us to control water levels in ponds 2 and 3. Jamieson Earthworks have been contracted to build a limestone path around the new ponds. School planting days are scheduled for early June.

1172 Game Bird Regulations

Printed regulation booklets were delivered to the office for distribution.

1181 Game Bird Control

Staff have issued 4 permits to disturb for paradise shelducks, 13 permits for pukeko and 1 for swan since 1 October 2020.

HABITAT PROTECTION AND MAINTENANCE

1211 RMA Planning

Peter Wilson (Senior Policy Planner) has now left his role at Fish and Game. Peter had previously assisted staff with RMA work on the Tukituki Taskforce, Outstanding Waterbodies Plan Change and TANK plan change among others. We thank Peter for all the work he has done for Hawke's Bay Fish and Game.

Staff are currently working to identify a suitable planning consultant to carry on with work necessary in the short term.

Staff will meet with HBRC staff to discuss the proposed water security initiatives in Hawkes Bay on the 6th April, Jesse will provide an update at our meeting.

1212 Consent Applications

Staff review weekly consent applications emailed out by HBRC. A submission has been lodged with HDC regarding the development of a new landfill site adjacent to the existing Springfield Rd site.

1231 Maintain and Enhance Game Bird Habitat

Staff have started the application process for six landowners for the GBHT so far. Staff are investigating further funding options via the Freshwater Improvement Fund.

Staff will be attending the Tukipo Catchment Group meeting on the 15th April. The group has been successful in its application for funding via the Freshwater Improvement Fund. Staff plan to work with the group by providing advice on wetland development, plantings and running a predator control workshop in conjunction with HBRC.

ANGLER AND HUNTER PARTICIPATION

1312 Signage

Staff liaised with HBRC staff and have subsequently ordered new signage to notify the public that hunting is taking place around busy cycleways etc on our lowland rivers during the May-August season. Signage will put out prior to May.

1313 Balloted Stands

Staff have spent time maintaining balloted stands designated for novice/junior shooters in Pekapeka. Spraying and scrub barring of the sites/accesses has already occurred along with the replacement of Stand 7. Stand 6 and 7 have been balloted for the upcoming season.

1331 Electronic Newsletters

Staff produced a Reel Life newsletter for Feb and March and shared both via Facebook.

1131 Newsletter

The 2021 gamebird newsletter was written and circulated the week beginning 22nd March 2021

1333 Fish & Game Web Site

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

- World Wetlands Day
- Youth/Novice Trout Fly Fishing Programme
- Ladies Trout Fly Fishing Weekend Workshop
- Reel Life February 2021
- Adult/Youth Trout Fly Fishing Programme
- Head into your favourite hunting store ...early bird licences now on sale
- Huge thanks to Waitangi Shooters Club and Napier Freshwater Anglers Club.
- HBFG Junior Stand at Peka Peka
- HBFG Novice Stand at Peka Peka
- Jock Sutton Road access now open
- Annual Duck shooters Shoot at Ben Lomond.
- Analysing trend count data
- Peg out day – Sunday 28th March 2021

We now have **1014** people following our Facebook page

1351 Children's Fishing Programme

Staff continue to care for approximately 150 Rainbow trout in the holding tanks at the Game Farm, these fish will be used to supply our "Take me Fishing Day" in August.

1352 Angler/ Hunter Training

Adam Jerram from the Hastings Freshwater Anglers club is currently running another Adult/Junior Fly-Fishing Programme every Wednesday evening in March at the Game Farm. This class is fully booked and we are delighted to have a grandfather, father and son attending this course.

We have elected to postpone the Ladies Weekend Fly Fishing Course to November. Staff attended the annual shoot held at Ben Lomond Station on the 21st March and assisted hunters with the patterning of their shotguns. Our special thanks to Derek Bellamy for continuous support to Hawkes Bay Fish and Game.

1353 Angler/Hunter Enquiries

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

1361 Fish & Game Club Communications

Staff emailed all Hunting Clubs to inform them that the early bird licence would go on sale 11 March 2021 and Sunday 28 March was pegging out day, staff requested all presidents circulated the email to notify club members.

1371 Fish & Game Huts

Staff met with DOC to discuss the maintenance work required. The hut has been used regularly by licence holders; staff has received positive feedback from all campers. Thanks to Ross Mackay for lending his building expertise.

Staff have also requested that the lease agreement be renewed for Glenfalls. This is currently sitting with community rangers at the Napier DOC office.

PUBLIC INTERFACE

1411 Statutory Liaison and Political awareness

Staff have scheduled a meeting in early April with HBRC staff to discuss water security initiatives in Hawkes Bay.

1421 Public Communications

A Joint HBRC and Fish and Game press release is scheduled for the first week of April in order to showcase the collaborative work we have undertaken setting up a trapping group on the Tutaekuri River.

1451 Education

Greenmeadows Primary School have planned a school trip to the Game Farm Thursday 1st April 2021.

COMPLIANCE

1511 Ranging

Honorary Rangers are continuing to range across the region, with 63 licences checked this season. No offences have been detected. Staff have engaged with local police ahead of Opening Weekend. Four police officers will be out with rangers this year. We thank the NZ Police for their ongoing support.

1521 Training

Six Hawkes Bay honorary rangers attended a Cert refresher training course held at the Game Farm on the 27th February.

LICENCING

1612 Analysis of Licence Information

See Licence Sales Report for further details.

1614 Increase Licence Sales

Staff have continued to actively promote Fish and Game licences via Facebook and Reel Life. Staff have endorsed our licence category options through phone calls received and licence agent visits. Information packs that include a complimentary magazine, newsletter, fishing regulations and access pamphlets have been mailed out to potential anglers who have called and visited the office to enquire about Fish and Game.

1621 Licence Agent Support

Staff visited our licence agents on Thursday 18th February to promote advertising the 2021 gamebird newsletter, advise early bird licences would go on sale 11 March and Pegging out day was early this year – Sunday 28 March 2021 due to the timing of Easter Weekend, we restocked the access pamphlets and distributed 2021 Game bird flyer with licence cost and key dates for customers information. Staff informed sales staff of this year's council election.

Staff again visited our licence agent on Saturday 13th March to deliver the 2021 game bird regulation booklets, child fishing pads, wetland plants for sale poster and the Peka Peka Junior and Novice ballots flyers. We advised all sales counter staff of the importance of ticking the stand tag as this cannot be ordered retrospectively and the option of ticking enrol for licence holders keen to vote for this year's council election.

Staff continue to provide licence support to all licence agents.

COUNCILS

1721 Council

Council kept informed of relevant national and regional matters as information is available. Reports and Agendas produced, and draft minutes circulated as soon as practicable after the meeting.

ADMINISTRATION

1921 Staff Communications

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

1923 Staff Training

Nick Page is attending a Dale Carnegie course as a tutor during April/May. The course is held weekly at no cost to F&G.

1930 Staff House

An inspection of the staff house was undertaken during February.

We identified maintenance work required for this financial year and have obtained quotes to retrofit some of the windows with double glazing.

Staff recommend budgeting to replace the kitchen cabinetry, bench tops and vinyl flooring in the 2021/2022 OWP.

1941 Office Premises

Cleaner contracted to clean the offices on a fortnightly basis.

1947 Meeting room

Napier Freshwater Anglers Club continue to use our room for the monthly meetings held the first Monday of the month.

HBRC hired the meeting room on 18th Feb 2021

Ranger training held 27th Feb 2021

Waitangi Shooters Association meeting held 9 March 2021

Adult/ Novice Fly Fishing Programme held every Wednesday evening in March 2021.

1961 Telephone lines and internet

The office land line and internet are in the process of moving from copper cable to fibre.

1991 Vehicle Maintenance

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

Both vehicles were serviced at Bay Ford in February.

13.2 FINANCE REPORT

1.0 Purpose

To inform the Council of the year to date financial position, approve payments for the months of January and February 2021.

Contained within this report:

Table 1 - Other Income

Table 2 - Profit & Loss to 28 February 2021

Table 3 - Balance Sheet as at 28 February 2021

Table 4 - Hawke's Bay Variance Report to 28 February 2021

Table 5 - Bank Transactions for period 1 January to 31 January 2021

Table 6 - Bank Transactions for period 1 February to 28 February 2021

2. YTD Profit and Loss

The Profit & Loss statement for the period ending 28 February 2021 is appended to this report (*Table 2*). The Profit and loss report documents the income and expenditure for the period.

Income

Licence Income

Licence revenue YTD is \$269,150 compared to the annual budget of \$376,916. 71% of the annual target has been achieved. A more up to date and detailed picture of licence sales performance YTD can be found within the licence sales report.

Interest Income

Interest Income YTD is \$5,427 – compared to the budget for the year budget of \$7,133.

Other Income

Other Income YTD is \$13,299 (*Table 1*)

Table 1: Other Income	Budget \$	Actual \$	Difference
Sundry	0	0	-
Sale of Predator Traps	0	313	313
Rent - Maize	5,000	2,785	(2,217)
Game Bird Hire Equipment	0	30	30
Reparations	0	0	-
Wetland Landowner Advice	0	0	-
Wetland Plants	0	3,869	3,869
Advertising - Newsletter	500	0	(500)
Junior Hunt Sponsorship	700	0	(700)
Glenfalls Hut	1,500	1,517	17
Rent - Staff houses	10,400	4,400	(6,000)
Meeting Room Hire	2,000	387	(1,613)
Donations	0	0	-
Total Other Income	20,100	13,299	(6,801)

Expenditure

Total expenditure year to date to 28 February 2021 was \$166,069 – 36.4% of budgeted expenditure for the year.

Depreciation

YTD Depreciation is \$10,612.

Species Management

The expenses reported within the Population monitoring budgets relate to aircraft hire for Trend Counts (\$1,360); maize, materials and morning teas for duck banding, and a gift for Derek Bellamy. Field equipment items were purchased from the Predator Control budget (\$87).

Species Management spending YTD to 28 February was \$3,847 against a total budget of \$11,219.

Habitat Protection Management

There was no Habitat Protection Management spending for the period.

Habitat spending YTD to 28 February was \$1,253 against a total budget of \$19,500.

Participation

Maintenance materials and camo nets were purchased for junior/novice hunter stands at the Peka Peka wetland, and a minor maintenance expense is also reported for the Glen Falls hut.

Participation spending YTD to 28 February was \$2,216 against a total budget of \$14,850.

Public Interface

Visitor Facility spending for period includes lawn mowing, timber and cement for the game farm development.

Public Interface spending YTD to 28 February was \$2,683 against a total budget of \$17,300.

Compliance

A minor expense is reported relating “Thank you” cards for honorary rangers.

Compliance spending YTD to 28 February was \$76 against a total budget of \$3,500.

Licensing

The Commission budget includes agent commissions and the fees associated with the Public Online and 0800 sales. \$10,066 YTD is in line with sales reported for the period.

Council

Expenses were incurred relating to catering for the February Council meeting, a digital voice recorder and Mr Robinson’s meeting attendance.

Council spending YTD to 31 December was \$1,701 against a total budget of \$2,000.

Planning & Reporting

There was no Planning & Reporting spending for the period.

Planning & Reporting spending YTD to 28 February was \$6,842 against a total budget of \$7,200.

Administration

- Salaries. YTD \$91,371 – this includes the accrual for Annual Leave, and a \$1,000 contracts fee from Ngahere Ltd for their research of Kuripapango, Ngaruroro, and Tutaekuri.
- Staff Expenses included morning tea expenses, cleaning products and seas legs for Trend Counts.
- Staff Houses spending was related to rates and mulch for the gardens.
- Office Premises expenditure relates to the usual electricity and cleaning costs, and the quarterly rates instalment was also paid.
- Office Equipment expenditure relates to the photocopier lease.
- Communications expenses are reported relating to Xero licence fees, telephones, stationery, and photocopying.
- General expenses include bank fees and an annual card fee for Farmlands account.
- A portable fence unit was purchased from the Equipment budget (\$171) and expenses were incurred relating to repairs to the line trimmer (\$130) and various minor equipment purchases.
- Vehicles expenditure relates to fuel and Road User Charges for the two vehicles and a 60,000km service on LPA433. Staff personal mileage was reimbursed and the monthly SmartTrack fee of \$78 is also recorded each month.

NZ F & G Levy

Total levy \$15,289 – 50% of budget.

3.0 Balance Sheet

Table 3 The Balance Sheet as at 28 February 2021 and comparison to the year end position as at 31 August 2020.

Cash Position: \$176,452 (Including donations of \$64,900) as at 28 February 2021.

Debtors: Outstanding Debtors \$21,946 as at 28 February 2021. Eyede being the largest debtor \$20,646.

Investments: \$500,029

Employee Costs: \$12,235 – this relates to the accrual of holiday pay and PAYE outstanding as at 28 February 2021

4.0 Variance report

The variance report is shown on **Table 4**.

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

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

5.0 Bank Transactions

Tables 5 and 6 show the bank transactions for the period of 1 January 2021 to 28 February 2021, \$30,874.40 and \$30,443.98 respectively.

Table 2 Profit and Loss

Hawke's Bay Fish and Game Council For the 2 months ended 28 February 2021

	JAN 2021	FEB 2021	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
Income						
Licence Income						
Fish Licence Income	22,151	11,575	268,162	231,595	36,567	16
Game Licence Income	-	-	-	145,321	(145,321)	(100)
Non Resident Licence Revenue	134	61	987	-	987	-
Total Licence Income	22,284	11,636	269,150	376,916	(107,767)	(29)
Other Income	1,035	3,174	18,726	27,233	(8,507)	(31)
Total Income	23,319	14,809	287,875	404,149	(116,274)	(29)
Operating Expenses						
Depreciation	1,769	1,769	10,612	22,090	(11,478)	(52)
1100 SPECIES MANAGEMENT						
1110 Population Monitoring	47	1,574	3,809	7,800	(3,991)	(51)
1160 Releases	-	-	38	3,319	(3,281)	(99)
1180 Control	-	-	-	100	(100)	(100)
Total 1100 SPECIES MANAGEMENT	47	1,574	3,847	11,219	(7,372)	(66)
1200 HABITAT PROTECTION MANAGEMENT						
1210 Resource Management Act	-	-	913	10,000	(9,087)	(91)
1220 Works & Management	-	-	-	1,500	(1,500)	(100)
1230 Assisted Habitat	-	-	340	8,000	(7,660)	(96)
Total 1200 HABITAT PROTECTION MANAGEMENT	-	-	1,253	19,500	(18,247)	(94)
1300 PARTICIPATION						
1310 Access	-	-	-	2,500	(2,500)	(100)
1330 Newsletters	-	-	1,325	6,250	(4,925)	(79)
1350 Angler & Hunter Training	16	45	153	4,500	(4,347)	(97)
1360 Club Relations	-	-	-	100	(100)	(100)
1370 Fish & Game Huts	-	5	738	1,500	(762)	(51)
Total 1300 PARTICIPATION	16	50	2,216	14,850	(12,634)	(85)
1400 PUBLIC INTERFACE						
1440 Public Promotions	-	-	-	1,500	(1,500)	(100)
1450 Visitor Facility	-	364	2,683	15,800	(13,117)	(83)
Total 1400 PUBLIC INTERFACE	-	364	2,683	17,300	(14,617)	(84)
1500 COMPLIANCE						
1510 Ranging	9	-	9	2,000	(1,991)	(100)
1520 Ranger Training	-	-	67	1,000	(933)	(93)
1530 Compliance/Prosecutions	-	-	-	500	(500)	(100)
Total 1500 COMPLIANCE	9	-	76	3,500	(3,424)	(98)
1600 LICENSING						

Table 2 Profit and Loss

	JAN 2021	FEB 2021	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
1620 Agent Servicing	-	68	68	500	(432)	(86)
1630 Commission	730	378	9,998	16,960	(6,962)	(41)
Total 1600 LICENSING	730	447	10,066	17,460	(7,394)	(42)
1700 COUNCILS						
1720 Council Meetings						
Council Meeting Expenses	83	216	909	2,000	(1,092)	(55)
Public Notice	-	-	193	-	193	-
Other Council Expenses	-	300	600	-	600	-
Total 1720 Council Meetings	83	516	1,701	2,000	(299)	(15)
Total 1700 COUNCILS	83	516	1,701	2,000	(299)	(15)
1800 PLANNING/REPORTING						
1830 Reporting/Audit	-	-	6,791	6,900	(109)	(2)
1840 National Liaison	-	-	52	300	(248)	(83)
Total 1800 PLANNING/REPORTING	-	-	6,842	7,200	(358)	(5)
1900 ADMINISTRATION						
1910 Salaries	15,654	15,327	91,371	245,079	(153,708)	(63)
1920 Staff Expenses	66	24	4,162	12,500	(8,338)	(67)
1930 Staff Houses	268	-	367	6,000	(5,633)	(94)
1940 Office Premises	884	368	3,517	8,444	(4,927)	(58)
1950 Office Equipment	120	120	998	2,900	(1,902)	(66)
1960 Communications/Consumables	553	508	3,825	12,300	(8,475)	(69)
1970 General	12	37	1,131	6,500	(5,369)	(83)
1980 General Equipment	301	61	561	2,500	(1,940)	(78)
1990 Vehicles	807	1,429	5,552	13,800	(8,248)	(60)
Total 1900 ADMINISTRATION	18,665	17,874	111,482	310,023	(198,541)	(64)
NZ F&G Levy	-	7,645	15,289	30,579	(15,290)	(50)
Total Operating Expenses	21,319	30,239	166,069	455,721	(289,652)	(64)
Net Profit	2,000	(15,429)	121,806	(51,572)	173,378	(336)

Table 3: Balance Sheet

Hawke's Bay Fish and Game Council As at 28 February 2021

	28 FEB 2021	31 AUG 2020
Assets		
Bank		
Westpac Call Account	100,116.20	115,091.53
Westpac Current Account	11,206.39	5,303.95
Petty Cash & Licence Float	230.00	230.00
Donation Account	64,899.99	63,997.44
Total Bank	176,452.58	184,622.92
Current Assets		
Debtors & prepayments		
Accounts Receivable	21,945.96	22,184.31
Interest Accrued & Prepayments	3,432.07	4,707.57
GST	-	5,091.68
Total Debtors & prepayments	25,378.03	31,983.56
Investments	500,029.20	395,530.89
Farmlands Shares	1,835.00	1,835.00
Total Current Assets	527,242.23	429,349.45
Fixed Assets	428,153.29	438,764.97
Total Assets	1,131,848.10	1,052,737.34
Liabilities		
Current Liabilities		
Creditors and accrued expenses		
Accounts Payable	5,801.67	26,813.98
Accrued Expenses	7,156.40	7,206.40
Income in Advance	23,265.00	39,476.00
GST	2,313.73	-
Westpac Credit cards	612.29	562.24
Total Creditors and accrued expenses	39,149.09	74,058.62
Employee costs payable	12,235.29	20,023.42
Rounding	2.45	-
Total Current Liabilities	51,386.83	94,082.04
Total Liabilities	51,386.83	94,082.04
Net Assets	1,080,461.27	958,655.30
Equity		
Accumulated Funds		
Accumulated Funds	792,711.21	699,712.20
Current Year Earnings	121,805.97	52,363.10

Table 3: Balance Sheet

	28 FEB 2021	31 AUG 2020
Transfer To/From Reserves	(987.00)	40,635.91
Total Accumulated Funds	913,530.18	792,711.21
Dedicated Reserves		
Asset Replacement Reserve	48,500.00	48,500.00
Back Country Fisheries Reserve	59,135.09	58,148.09
Hawke's Bay Pheasants Unlimited	1,602.00	1,602.00
River/Water Quality Donations	57,694.00	57,694.00
Total Dedicated Reserves	166,931.09	165,944.09
Total Equity	1,080,461.27	958,655.30

Table 4 : Region: Hawkes' Bay to 28 February 2021

2020/21 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME

Code	Project	EXTERNAL COSTS		HOURS		INTERNAL COST		NETTABLE INCOME		NET COST		Variance	%
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual		
1110	Population Monitoring	\$ 7,800	\$ 3,809	531	1,120	\$ 63,651	\$ 28,975	\$ -	\$ -	\$ 71,451	\$ 32,784	\$ 38,666	45.9
1120	Harvest Assessment	\$ -	\$ -	27	145	\$ 8,240	\$ 1,445	\$ -	\$ -	\$ 8,240	\$ 1,445	\$ 6,795	17.5
1130	Fish Salvage	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1140	Hatchery Operations	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1150	Game Farm	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1160	Liberations	\$ 3,319	\$ 38	5	20	\$ 1,137	\$ 273	\$ -	\$ -	\$ 4,456	\$ 311	\$ 4,145	7.0
1170	Regulations	\$ -	\$ -	7	70	\$ 3,978	\$ 382	\$ -	\$ -	\$ 3,978	\$ 382	\$ 3,596	9.6
1180	Control	\$ 100	\$ -	9	48	\$ 2,728	\$ 491	\$ -	\$ 343	\$ 2,828	\$ 148	\$ 2,680	5.2
	TOTAL - SPECIES MANAGEMENT	\$ 11,219	\$ 3,847	579	1,403	\$ 78,734	\$ 31,566	\$ -	\$ 343	\$ 90,953	\$ 35,070	\$ 55,882	38.6
1210	RMA	\$ 10,000	\$ 913	134	360	\$ 20,459	\$ 7,309	\$ -	\$ -	\$ 30,459	\$ 8,222	\$ 22,238	27.0
1220	Works & Management	\$ 1,500	\$ -	7	27	\$ 1,534	\$ 382	\$ -	\$ -	\$ 3,034	\$ 382	\$ 2,653	12.6
1230	Assisted Habitat	\$ 8,000	\$ 340	61	175	\$ 9,945	\$ 3,327	\$ -	\$ 3,869	\$ 17,945	\$ (202)	\$ 18,147	-1.1
1240	Assessment	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1250	Legal Expenses Reimbursed	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
	TOTAL - HABITAT PROTECTION & MAN	\$ 19,500	\$ 1,253	202	562	\$ 31,939	\$ 11,017	\$ -	\$ 3,869	\$ 51,439	\$ 8,401	\$ 43,038	16.3
1310	Access	\$ 2,500	\$ -	10	100	\$ 5,693	\$ 545	\$ -	\$ -	\$ 8,183	\$ 545	\$ 7,638	6.7
1320	Satisfaction Survey	\$ -	\$ -	35	30	\$ 1,705	\$ 1,882	\$ -	\$ -	\$ 1,705	\$ 1,882	\$ (177)	110.4
1330	Newsletters	\$ 6,250	\$ 1,325	98	265	\$ 15,060	\$ 5,345	\$ 500	\$ -	\$ 20,810	\$ 6,670	\$ 14,140	32.1
1340	Other Publications	\$ -	\$ -	9	40	\$ 2,273	\$ 491	\$ -	\$ -	\$ 2,273	\$ 491	\$ 1,782	21.6
1350	Training	\$ 4,500	\$ 153	154	390	\$ 22,164	\$ 6,372	\$ 700	\$ -	\$ 25,964	\$ 8,525	\$ 17,439	32.8
1360	Club Relations	\$ 100	\$ -	12	65	\$ 3,694	\$ 654	\$ -	\$ -	\$ 3,794	\$ 654	\$ 3,140	17.3
1370	Huts	\$ 1,500	\$ 738	48	60	\$ 3,410	\$ 2,591	\$ 1,500	\$ 1,517	\$ 3,410	\$ 1,812	\$ 1,598	53.1
	TOTAL - ANGLER & HUNTER PARTICIP	\$ 14,850	\$ 2,216	365	950	\$ 33,989	\$ 19,680	\$ 2,700	\$ 1,517	\$ 66,139	\$ 20,579	\$ 45,560	31.1
1410	Liaison	\$ -	\$ -	41	100	\$ 5,693	\$ 2,236	\$ -	\$ -	\$ 5,693	\$ 2,236	\$ 3,447	38.3
1420	Communication	\$ -	\$ -	21	60	\$ 3,410	\$ 1,118	\$ -	\$ -	\$ 3,410	\$ 1,118	\$ 2,292	32.8
1430	Advocacy	\$ -	\$ -	34	40	\$ 2,273	\$ 1,827	\$ -	\$ -	\$ 2,273	\$ 1,827	\$ 446	60.4
1440	Public Promotions	\$ 1,500	\$ -	4	45	\$ 2,557	\$ 218	\$ -	\$ -	\$ 4,057	\$ 218	\$ 3,839	5.4
1450	Visitors/Education	\$ 15,800	\$ 2,683	218	595	\$ 33,814	\$ 11,890	\$ 5,000	\$ 2,763	\$ 44,614	\$ 11,790	\$ 32,824	26.4
	TOTAL - PUBLIC INTERFACE	\$ 17,300	\$ 2,683	317	840	\$ 47,738	\$ 17,290	\$ 5,000	\$ 2,763	\$ 60,038	\$ 17,190	\$ 42,848	28.6
1510	Rangling	\$ 2,000	\$ -	47	282	\$ 14,890	\$ 2,583	\$ -	\$ -	\$ 16,890	\$ 2,583	\$ 14,306	15.2
1520	Ranger Training	\$ 1,000	\$ 76	26	60	\$ 3,410	\$ 1,418	\$ -	\$ -	\$ 4,410	\$ 1,494	\$ 2,916	33.9
1530	Compliance	\$ 500	\$ -	5	105	\$ 5,987	\$ 273	\$ -	\$ -	\$ 6,487	\$ 273	\$ 6,195	4.2
	TOTAL - COMPLIANCE	\$ 3,500	\$ 76	78	427	\$ 24,287	\$ 4,254	\$ -	\$ -	\$ 27,787	\$ 4,330	\$ 23,437	15.6
1610	Licence Production	\$ -	\$ -	57	145	\$ 8,240	\$ 3,082	\$ -	\$ -	\$ 8,240	\$ 3,082	\$ 5,159	37.4
1620	Agent Servicing	\$ 500	\$ -	26	120	\$ 6,820	\$ 1,391	\$ -	\$ -	\$ 7,320	\$ 1,391	\$ 5,929	19.0
1630	Agent Payments	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
	TOTAL - LICENSING	\$ 500	\$ -	82	265	\$ 15,060	\$ 4,472	\$ -	\$ -	\$ 15,560	\$ 4,472	\$ 11,088	28.7
1710	Council Elections	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0
1720	Council Meetings & Expenses	\$ 2,000	\$ 1,701	177	330	\$ 18,754	\$ 9,654	\$ -	\$ -	\$ 20,754	\$ 11,355	\$ 9,399	54.7
	TOTAL - COUNCILS	\$ 2,000	\$ 1,701	177	330	\$ 18,754	\$ 9,654	\$ -	\$ -	\$ 20,754	\$ 11,355	\$ 9,399	54.7
1810	Management Plan	\$ -	\$ -	2	10	\$ 568	\$ 109	\$ -	\$ -	\$ 568	\$ 109	\$ 459	19.2
1820	Annual Planning	\$ -	\$ -	5	180	\$ 9,093	\$ 286	\$ -	\$ -	\$ 9,093	\$ 286	\$ 8,807	3.1
1830	Reporting - Auditing	\$ 6,900	\$ 6,791	123	230	\$ 13,071	\$ 6,985	\$ -	\$ -	\$ 19,971	\$ 13,486	\$ 6,486	67.5
1840	National Liaison	\$ 300	\$ 52	27	60	\$ 3,410	\$ 1,473	\$ -	\$ -	\$ 3,710	\$ 1,524	\$ 2,186	41.1

Table 4 : Region: Hawkes' Bay to 28 February 2021

2020/21 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME

	Approved Budget	Surplus/(Deficit) YTD	
Total Net 2019/20	359,956	259,084	121,806
		(51,572)	

13.3 LICENCE SALES REPORT

Ref: 6.01.05

24 March 2021

1. 2020-2021 Fish Licence Sales YTD 17 March 2021

1.1 Licence sales for the 2020-2021 season comparison against the 2019-2020 season YTD are summarised in Table one.

1.2 Fish licence sales to 17 March are reported to be 2.8 % ahead of the 2019-20 season results for the same period.

2.4 Nationally at the same period the 2020-21 sales are reporting to be -.07 below sales of the prior season.

13.3 Recommendation

Council accepts the licence report

Hawke's Bay Fish Licence Sales YTD to 24 March 2021

Channel	FWF	FWA	FWNA	FSLA	FLAA	FWTA	FLBA	FSBA	FDA	FDNA	FWJ	FWO	FDJ	FDNU	FWC	FWNC	FDNC	Total Fish	Fish LEQ	Fish Var	Fish \$
Agency Online	236	641	120	146	115	0	6	44	156	214	87	2	42	8	0	1	1	1,819			
Public Online	139	381	126	52	59	1	11	75	254	133	54	2	27	1	0	4	0	1,319			
Eyede Call Centre	5	3	2	3	0	0	0	0	2	0	3	0	0	0	0	0	0	18			
Total YTD 2019-2020	380	1025	248	201	174	1	17	119	412	347	144	4	69	9	0	5	1	3,166	2,291		\$264,913
Agency Online	213	649	15	153	120	0	4	36	148	3	100	1	45	0	0	1	0	1,488			
Public Online	215	566	13	74	105	0	6	88	303	15	89	3	46	0	0	0	0	1,523			
Eyede Call Centre	4	2	0	6	1	0	0	0	0	0	1	0	0	0	0	0	0	14			
Total YTD 2020-2021	432	1217	28	233	226	0	10	124	451	18	190	4	91	0	0	1	0	3,025	2,354	2.8%	\$272,263

Increase/(Decrease) on 2020/21 YTD

2020-21 Summary YTD Actual vs Total Budget

2020-21 Annual Fish Licence Sales Budget	2,003	100.0%	\$277,183
2020-21 YTD Actual	2,354	117.5%	\$272,263
Remaining to meet budget	361	17.5%	-\$4,920

Estimate of Complete Season 2020-21 vs Total Budget 2020-21

2020-21 Budgeted LEQ's	2,003	100.0%	\$277,183
2019-20 Complete Season* LEQ's	2,466		\$285,198
2019-20 Est. year end based on current variance	2,534	126.5%	\$293,111
Est. Shortfall/Surplus 2020-21 Season vs Budget	531	26.5%	\$15,928

Non resident levy funds not incl in national budget

Category	Licences	Res Price	Res Price	Res Price	Gross Levy	Incl GST	Levy Ex GST	Total ex GST
FWNA	28	180	133	47	-2.12	44.89	39.03	\$1,093
FDNA	18	34	21	13	-0.59	12.42	10.80	\$194
FWNJ	4	34	27	7	-0.32	6.59	5.81	\$23
FDNJ	0	20	5	15	-0.68	14.33	12.46	\$0
FWNC	1	34	0	34	-1.63	32.47	28.23	\$28
FDNC	0	20	0	20	-0.90	19.10	16.61	\$0
TOTAL	51							\$1,339

*NR based on difference between Resident and Non-resident licence type and

excludes commission 4.5% and GST 15%. NR revenue is excluded from sales report for both seasons as is dedicated to back country/sensitive fisheries.

20. Public Excluded Meeting

1. Recommendation

That the public be excluded from the following parts of the proceedings of this meeting, to discuss;

- a. Minutes from the last meeting taken in public excluded.
- b. Review of Fish and Game
- c. Conflicts of interest

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

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
Information provided in confidence	Good reason to withhold exists under section 9 of the Official Information Act 1982	Section 48(1)(a)(ii)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 9 of the Official Information Act 1982 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM	REASON UNDER THE OFFICIAL INFORMATION ACT 1982	SECTION	PLAIN ENGLISH REASON	WHEN REPORT CAN BE RELEASED
a. c.	Protect the privacy of natural persons.	Sec. 9(2)(a)	Information provided identifies a particular person or can easily be connected with a particular person.	Once the person to whom the information relates consents to its disclosure.
b.	Maintain legal professional Privilege	Sec. 9(2)(h)	To enable the Council to discuss legal advice.	Once the matter is completed and the legal advisor agrees to its release.
b.	Enable a Minister of the Crown or any Department or organisation holding information to carry out without prejudice or disadvantage, negotiations.	Sec.9(2)(j)	To enable the Council to discuss the information without improper gain or advantage being given to third parties.	Once agreement has been reached or contract signed.

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the Council.”

2. Recommendation

That the public meeting of the Hawkes Bay Fish and Game Council resumes

15 Meeting Closes