



**EASTERN  
FISH AND GAME COUNCIL**

***MEETING  
AGENDA***

**9 June 2022**

# AGENDA

## The 196th Meeting of the Eastern Fish and Game Council

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

**Date:** Thursday, 9 June 2022

**Commences:** 12.00 PM

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15	General Business (2.45 PM, 15 min)		
16	Meeting Closes (3.00 PM)		

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

**UNCONFIRMED MINUTES OF THE 195<sup>th</sup> MEETING OF THE EASTERN FISH  
AND GAME COUNCIL, HELD AT THE ROTORUA OFFICES OF FISH & GAME  
NEW ZEALAND ON THURSDAY 7<sup>th</sup> APRIL 2022 AT 1.00PM**

**Present**

Crs Ngahi Bidois, Murray Ferris, Debbie Oakley, Geoff Thomas, Lindsay Lyons, Scott Nicol, Mike Jarvie, Alan Simmons, and Mark Sceats.

**IN ATTENDANCE**

Andy Garrick, Kate Thompson, Matthew Osborne (Eastern Fish & Game); Sara Carley (Bay of Plenty Conservation Board); Nigel Juby (Auckland/Waikato Fish and Game Council Chair); Barry Roderick.

**1.0 WELCOME AND KARAKIA**

1.1 Cr Ngahi Bidois (Chair) opened the meeting at 12.50pm informing those present that they would shortly be joined by Sara Carley from the Bay of Plenty Conservation Board and Nigel Juby Chair of the Auckland/Waikato Fish and Game Council.

2.0 Andy Garrick reminded Council of its request for the meeting to be recorded to enable the accuracy of the draft minutes to be verified should a member(s) of Council have issues with these. Kate Thompson would do this, and as agreed at Council's previous meeting the recording would be deleted once the minutes had been confirmed as being true and correct. Council confirmed it remained in favour of this process.

**3.0 APOLOGIES**

3.1 Apologies were received from Crs Ken Coombes and Jay Tapsell. Cr Ngahi Bidois also informed the meeting of his need to leave at 3pm.

3.2 *Agreed (Murray Ferris/Mike Jarvie) that the apologies for the 195th meeting of the Eastern Region Fish and Game Council be sustained. [22/04/3.2]*

**4.0 MINUTES OF THE PREVIOUS MEETING (10 FEBRUARY 2022)**

4.1 *Agreed (Murray Ferris/Debbie Oakley) that the minutes of the meeting held on 10 February 2022 be confirmed as a true and correct record. [22/04/4.1]*

**5.0 IDENTIFICATION OF RESOLUTIONS FOR INCLUSION IN COUNCIL POLICY**

5.1 No items were identified for inclusion in Council policy.

**6.0 MATTERS ARISING**

6.1 Cr Mark Sceats wished to confirm that the Waikaremoana Sports Fish Habitat Enhancement funds that were identified as being placed on call temporarily had in fact been reinvested. Kate Thompson confirmed that yes, these funds had since been placed on term deposit with the investment rates having improved since the prior discussion.

**7.0 NOTIFICATION OF ITEMS FOR GENERAL BUSINESS**

- Cr Murray Ferris - Council vacancy
- Cr Murray Ferris - Formalising Andy Garrick's transition role
- Andy Garrick - Arms regulations reforms
- Andy Garrick - Lake McLaren
- Cr Debbie Oakley - Structure of Fish & Game

- 8.0 The Chair welcomed Nigel Juby and Sara Carley to the meeting at 1pm.
- 9.0 CONFLICT OF INTEREST REGISTER**
- 9.1 Councillors were asked to inform the chair of any conflicts of interest. No conflicts of interest were recorded.
- 10.0 OPERATIONAL REPORTS**
- 10.1 *Health and Safety Report* - Cr Mike Jarvie wished to know whether staff were trained in the use of EpiPens. Andy Garrick advised staff had received instruction at our First Aid Refresher course last year.
- 10.2 *Agreed (Mark Sceats/Mike Jarvie) that Council receives the Health and Safety report. [22/04/10.2]***
- 10.3 *Finance Report* - Cr Ngahi Bidois asked about the vehicle fleet and whether we were aware of the discounts that were to be applied to the road user charges for diesel vehicles. Andy Garrick confirmed that yes, we were aware, but he believed it was yet to be announced when these discounts were to be made available.
- 10.4 Prior to approval of the finance report and payments Kate Thompson pointed out an error on page 20 of the agenda advising that the amount needing to be approved was in fact \$400,075.73 not the \$322,835.84 reported which had transferred from a prior report in error.
- 10.5 *Agreed (Murray Ferris/Mark Sceats) that Council receives the Finance Report and approves payments for January and February 2022 totalling \$400,075.73. [22/04/10.5]***
- 10.6 *Agreed (Mark Sceats/Scott Nicol) that Council approves the request for a new credit card facility to be applied for in the name of Kate (Kathryn) Thompson, Office Manager, with an approved spending limit of \$3,000. [22/04/10.6]***
- 10.7 *Management Report* – Cr Alan Simmons queried whether there was any movement on restoring access to the Rangitaiki River? Andy Garrick advised that there had been no significant progress in relation to this despite ongoing efforts to negotiate this. Alan also asked what the cause of the ongoing pollution in the river was. Andy advised we believed there were several sources but the most recent we had identified appeared to be coming from the Lake Poerua catchment on Lochinver Station. He noted that land management activities around the lake had changed with new ownership, but algal blooms still appeared to be occurring there. Last year the visibility within the upper Rangitaiki was good enough to enable it to be drift dived, but that was not the case this year. In addition to impacts arising from land management within the catchment warmer temperatures and other climatic effects are likely to be having an influence. He noted that staff continue to relay our observations and concerns to Regional Council and it's our understanding that they have a land management officer whose role includes monitoring the upper Rangitaiki and liaising with landowners. This is something we will be following up on again as it's recently become apparent that water quality is once again an issue this year.
- 10.8 Cr Scott Nicol queried Contact Energy's consent allowing discharge of water with contaminants into the Waikato River until 2026 and whether this was something Fish & Game was looking into. Andy Garrick advised that many consents such as this are locked in so there is no opportunity to review at this point, but Fish & Game did not believe the impacts resulting from this consent were more than minor.

- 10.9 *Licence Sales Report* – Cr Lindsay Lyons wished to highlight increased costs associated with our boat fishery with inflation and particularly increases to the price of fuel making it so much more expensive for the family boating holiday. Lindsay suggested marketing other options such as kayak and jet ski fishing utilising free marketing opportunities through the likes of NZ Tourism or Rotorua Tourism. He felt strongly that this was something we needed to move on now to offset likely reductions to sales resulting from increasing costs.
- 10.10 Barry Roderick advised that recent visits by himself and Cr Ngahi Bidois to two of our local agents to show Council’s appreciation of the support they provide to Fish & Game were well received.
- 10.11 Barry noted that Eastern Region’s licence sales had been impacted by the lockdowns of late last year, particularly by the Auckland market, and queried Nigel Juby on how the Auckland/Waikato fish licence sales were tracking. Nigel understood from the most recent report he had seen that their fish licence sales were down by approximately 17% but with their sales over the years remaining relatively flat he anticipated that this was likely a one off due to recent events and covid lockdowns. He said that they were more concerned over the lack of water in the region with the upcoming Game Bird hunting season from which in the order of 55% of their revenue is derived. Barry felt that other pastimes competing for time was a key issue in the Eastern Region with young people looking for action sports such as mountain biking. Nigel believed that there was a big difference between boat and river fishing. He felt that back country river fishing had become more fashionable, particularly the likes of the Whakapapa River which had seen a tenfold increase in angler use over the last 20 years.
- 10.12 Cr Murray Ferris commented on the number of boat trailers at recent saltwater fishing competitions in Gisborne, and while he agreed that some people were concerned about increased fuel costs there were a lot that were not, and maybe we needed to market freshwater fishing to these more affluent groups.
- 10.13 Cr Geoff Thomas commented on the amount of fuel tax being collected from boat owners, and with recent reductions to fuel and RUCs for road users suggested there was an opportunity to raise this concern at a national level.
- 10.14 Cr Mike Jarvie understood that some diesel boat users were already able to claim rebates, and felt that marketing river fisheries to the younger generation might have more appeal to them than sitting on a boat for many hours jigging or trolling.
- 10.15 Cr Ngahi Bidois summarised the suggestions put forward and asked for closing comments.
- 10.16 Cr Alan Simmons believed the Rangitaiki was a draw card for this region in the 80s and 90s and improved access to it would increase the number of anglers river fishing in the region. Andy Garrick acknowledged the frustration around the access restrictions we now have, but noted that Fish & Game has been doing what it can, and while we haven’t been able to restore what was once available, we had cleared and opened up a number of smaller sections along the river and were close to completing a new access track on the Whirinaki River funded from a successful contestable fund application last year.

## **11.0 2022-23 OPERATIONAL WORK PLAN**

- 11.1 Andy informed Council of where we were at in the Operational Work Planning process having produced a balanced budget and a number of contestable funding bids which

- were due to be considered by the regional managers' collective and the New Zealand Council at meetings scheduled at the end of April.
- 11.2 Andy highlighted two sections of the work plan that were yet to be confirmed being the resourcing of the work plan i.e. funding and the R3 Programme and business development roadmap which Andy was hoping to be able to make progress on this year. Andy advised that he was due to meet with Steve Doughty from the National Office of Fish & Game shortly to work through a proposal with him.
- 11.3 Andy also distributed a copy of one final funding bid we had developed and submitted to the NZC which had been accidentally excluded from Council's Papers for Information. This was concerned with seeking \$10,000 from our general reserve to offset increased fuel costs.
- 11.4 Another item Andy commented on was a bid we had prepared for \$5,000 from our non-resident levy reserve to acquire an interest in an echo sounding transceiver which is part of the acoustic smelt monitoring gear we deploy on Lake Tarawera. He advised that we have since withdrawn this bid due to NIWA recently advising it no longer intended disposing of the transceiver. We will however still be able to access it at a minimal rate in conjunction with the DOC Taupo fishery team.
- 11.5 Andy informed Council that the staff hours allocated to the OWP projects had yet to be updated but this would be done prior to Council's next meeting.
- 11.6 Cr Debbie Oakley suggested that there were areas in our work plan that we could look at to reduce/offset costs, and queried whether it's appropriate that we provide assistance to landowners at no cost where the benefit is likely for the landowner rather than the general public. Andy agreed that may be appropriate if it was just a shooting possie that we were providing assistance with, but noted that we endeavour to provide advice wherever we can on how to create productive waterfowl habitat that boosts and benefits populations more widely. He added that most development and management work in wetlands is currently on hold as a consequence of the revisions made to the National Environment Standards for Freshwater in late 2020, and until some of the constraints that have been unintentionally imposed by this are revisited there is not much to be gained by directing a lot of effort into liaising with landowners.
- 11.7 Debbie provided another example of cost saving opportunities e.g. Fish & Game collaborating with other groups in resource management and planning projects which the general public is benefiting from, clean water being one. Andy noted that we do endeavour to collaborate with other groups such as Forest & Bird, the Environmental Defence Society, and Greenpeace (to a lesser extent) wherever we can, and we'd be very keen to see DOC back in these forums and work with them if they had the funding and the will to do so.
- 11.8 Cr Ngahi Bidois clarified that what Debbie was keen to see was looking outside the square for opportunities to share/recover costs and to gain support from other organisations.
- 11.9 *Agreed (Murray Ferris/Geoff Thomas) that Council approves the draft Operational Work Plan for the 2022-2023 year and the accompanying contestable funding bids and proposals to draw down some of Eastern's reserve funds, and had noted the amendments Andy Garrick had outlined. [22/04/11.9]***
- 12.0 WAIKAREMOANA SPORTS FISH HABITAT ENHANCEMENT FUND**
- 12.1 Andy Garrick summarised the proposed applications staff were making for funding from the Waikaremoana Sports Fish Habitat Enhancement Fund. These included an application for \$8,000 to offset staff time and expenses associated with the monitoring,

access and buoy related work at Waikaremoana, and an additional \$2,400 to replace the portable handheld oxygen and temperature meter for use in the Waikaremoana and Wairoa catchments. The latter would also be beneficial for use in other lakes and waterways within the region as well.

**12.2** *Agreed (Scott Nicol/Geoff Thomas) that Council approves funding of up to \$10,400 from the Waikaremoana Sports Fish Habitat Enhancement Fund as submitted. [22/04/12.2]*

### **13.0 ANGLERS NOTICE REVIEW**

13.1 Council discussed the proposal to permit the use of all 'soft baits' (scented and unscented) within Eastern Region's lure fishing waters. Andy Garrick advised that the proposal had been out for public consultation and had not received direct opposition. Some submitters had supported the proposal and others had no firm position either way.

13.2 Cr Murray Ferris commented on discussions at the previous Council meeting where it was noted that it is very difficult to tell the difference between scented and unscented on the water and Council's goal was to keep regulations at a manageable level.

**13.3** *Agreed (Geoff Thomas/Mike Jarvie) that Council supports the change to the regulations to permit the use of scented soft baits in all lure (fly/spin) fishing waters. [22/04/13.3]*

13.4 Cr Scott Nicol supported the use of scented soft baits but had concerns about the use of plastic in both freshwater and saltwater angling environments. He acknowledged however, that currently there were no biodegradable alternatives.

13.5 Andy advised that the other item for consideration was an additional submission on the ban on treble hooks which he noted had been discussed at Council's February meeting and been confirmed as a First Schedule regulation and programmed for consideration by Fish & Game nationally in due course.

13.6 Cr Debbie Oakley invited Nigel Juby to comment on the use of treble hooks as she was aware his Council had been discussing this also. Nigel advised that their Council agreed that this was matter that needed to be addressed at a national level. He said that Adam Daniel had written a good paper which summarised all of the evidence that he could find which had shown that there was no demonstrable harm from using treble hooks.

13.7 Matt Osborne advised that we had also investigated the pros and cons of treble hooks several years ago which came to a similar conclusion. Matt added that within our region many anglers choose not to use them which is supported by our interactions with anglers through surveys.

### **14.0 SPECIES MONITORING REPORTS**

14.1 Council received the summaries for the 2021 Rotorua Lakes Opening Day Creel Survey report and the 2022 Paradise Shelduck and Black Swan Trend Count report.

### **15.0 LIAISON OFFICER REPORTS**

#### **15.1** *Bay of Plenty Conservation Board*

Cr Ngahi Bidois welcomed Sara Carley to the meeting.

Sara introduced herself to the meeting providing a brief summary of her role and background. Sara commented briefly on:

- the approval of their workplan to June 2023 and their primary priorities;
- Jobs for Nature reports provided to them by DOC;

- concessions under consideration or recently approved. Sara queried consultation with Fish & Game on concessions impacting on Fish & Game interests;
  - issues which had delayed the approval of the CMS;
  - reclassification of stewardship land and current advocacy work on several priority areas in the Bay of Plenty needing enhanced protection;
  - recent meeting with the New Zealand Conservation Authority;
  - concerns about wallaby in the region.
- 15.2 Cr Lindsay Lyons asked if Sara had any information on the intrusion of weka within the region and the impact they were having on Fish & Game resources. Sara was not aware, but suggested talking to DOC or that she could provide feedback through the Board. Barry Roderick's personal observations were that weka appeared to have migrated from the east to the west in the Bay of Plenty and he had seen pukeko numbers drop significantly as they were also falling prey to weka. Nigel Jubly suggested that it would be worth liaising with Dean Kelly (Fish & Game Manager West Coast) on the impact weka might be having as they have plenty of weka and ducks in their patch.
- 15.3 Cr Murray Ferris asked whether it was possible to have a copy of the Board's report provided for this Council's Papers for Information as there may be mutual items of interest that Fish & Game could contribute to. Sara confirmed that she would see if this can be done.
- 15.4 Andy Garrick thanked Sara for her report and added, for the Conservation Board's information, that Fish & Game nationally was lodging a submission on the stewardship streamlining process out for consultation. He said that one of the points that we'll be putting forward is that "conservation purposes" should not solely be defined as being concerned with the recognition and protection of biodiversity values, but should also include areas holding recreational values as provided for in the Conservation Act, and/or provision for public access to adjoining areas with such values. Another point we would be making is that stewardship land should not be disposed or sold off for the principal purpose of reducing costs or generating income for the Department at this point in time as once gone its likely to be gone for good.
- 15.5 Andy also commented that DOC was once strong on statutory advocacy and attended consultative meetings, lodged submissions, attended mediation sessions and hearings right through to Environment Court proceedings concerned with local and regional plan changes and other activities affecting species and habitats protected under the Conservation and Wildlife Acts. He said that sadly a decision was made some years ago to stand back from these statutory functions and we very rarely see a DOC person presenting submissions or evidence in these forums. We'd very much like to see the Department re-engage in these processes, Fish & Game needs that support as our resources too are very limited and it's one of our biggest external costs. He said that NZ has massive things on the horizon around the protection of freshwater and we really need DOC to be there and part of it.
- 15.6 Cr Alan Simmons also commented on DOC's absence in recent years and queried why this Council no longer had an appointee on the Conservation Board. Andy Garrick could not answer this but noted that the members of Conservation Boards were Ministerial appointments.
- 15.7 *Report from the New Zealand Council***  
 Cr Debbie Oakley advised that they had a meeting coming up and there had been a lot going on in the background including:



- subcommittees had been set up for non-resident anglers in pressure sensitive waters, communications and brand, and the remuneration review;
- the strategic pay review has been completed and a summary will be presented to the regional managers and the New Zealand Council at the April meeting;
- progress has been made with the search for a new CE with SWR in Wellington (Tony Walsh);
- a police working group is to be established to work on a gun registry. There is likely to be a registry whether our licence holders agree with it or not and despite this we have been asked to be on the working group. It's best to be there to have a say and there have been a couple of nominations put forward;
- the New Zealand Council is working towards corporate policies. Subcommittees are to be established at the April meeting for strategic planning, risk management and financial planning;
- the April meeting will be with NZC, regional managers and chairs, and will include some governance training.

15.8 Cr Lindsay Lyons asked about the availability of a paper which been produced by Jack Kos on sensitive fisheries. Debbie confirmed the paper was the same information produced some time ago when Lindsay was on the NZC and advised that the Otago Region had also produced a report on non-residents and pressure sensitive fisheries. She advised that the information should be on the website but suggested Lindsay get back to her if he couldn't locate it.

## **16.0 GENERAL BUSINESS**

16.1 Cr Murray Ferris asked Council to consider Adam Rayner for the current vacancy on Council resulting from Kevin Coutts' resignation taking into consideration the circumstance of Adam intending to stand this time around. Murray asked that this be incorporated as an agenda item for the next meeting, adding that it would be great to add another younger member to Council.

16.2 Cr Murray Ferris also wished to formalise an arrangement to be made with Andy Garrick for his assistance in the transition to a new manager. There were obviously projects underway that still required Andy's input and providing assistance to the new manager may require several hours each week initially. He advised that he had spoken with Andy who has kindly agreed to assist during this transition period. Council supported this proposal, and the terms of this arrangement would be discussed in the public excluded section at the end of today's meeting.

16.3 Andy Garrick raised the matter of arms regulations reforms, one current element of which relates to the transport of firearms which clearly has implications for many of our licence holders. Andy advised that Anthony Van Dorp has been in direct contact with the Police who are engaged in running this process. Our submissions have resulted in some wins, but others have not been as successful. Other matters on the horizon include gun registration, and while Anthony was invited to be part of that he won't be directly involved, rather he has undertaken to co-ordinate a national submission from Fish & Game on shooting clubs and ranges and the proposed rules around those. The Police have put together a massively bureaucratic and unjustified set of regulations that will impose significant costs on clubs and ranges so its critical we get heavily involved in the review process. Andy invited any Councillors who have had a look at the proposed legislation and have any thoughts they'd like to share to get in touch with Anthony. Cr Mark Sceats understood that kids under 16 wouldn't be able to go to a range even if they were using a firearm was under the direct control of a licenced adult.

- Andy advised we were aware of this and believed it made no sense whatsoever as club ranges were the perfect place to take a young person to learn safety and appropriate and proper use of a firearm. He said that this was one of many issues with the proposed legislation.
- 16.4 Cr Alan Simmons asked that he be kept informed around this as there was a bit of politics coming up on this.
- 16.5 Andy informed Council of an upcoming promotion we were about to run at Lake McLaren involving the release of a number of trophy sized fish prior to Easter weekend. We would be publicising this with the aim not only of generating interest amongst existing anglers but to entice others to have a crack at it. We'll be promoting via social media which we have been using more regularly now that we have Eden Mutton on board to assist us with this. Cr Scott Nicol commented on the good work Eden had been doing in this area, and while follower numbers were still reasonably low he felt these would rise quickly once items got increased exposure on Facebook.
- 16.6 Cr Ngahi Bidois spoke to the item relating to the proposed restructure of Fish & Game and referred to the very brief consideration Council had been able to give to this at its February meeting. He reminded Council of the outcome of that discussion and his feedback to the NZC. Subsequent to that a draft of what was to be the Structure Review Team's final report had been received but Ngahi considered the timeframe proposed for consultation to be too short for Council to have a robust discussion around what had been proposed. He advised that the chairs of the three regions affected by the proposal to form an upper North Island 'mega' region (Northland, Auckland/Waikato and Eastern) had signed a letter to Ray Grubb outlining concerns over the timeframes and requesting an extension of three months to mid-June. David Hunt, Chair of the Review Team responded the deadline had been the end of March but he expected the process would go through until June 2022. On the basis of that Ngahi said he was surprised to receive an email the day before (5 April) enclosing the final report as that meant no opportunity to give proper consideration to the proposed three region merger.
- 16.7 Nigel Juby, Chair of the Auckland/Waikato Council, understood that at the end of this month when regional chairs met in Wellington they would be providing an indication of their regional perspectives after which working groups would be set up within the regions to report back on how the amalgamations would happen. Nigel advised that he understood Northland to be against any merger at all and that though Auckland/Waikato didn't really want to merge with Northland it appreciated the view of the wider organisation that smaller regions needed to merge with their neighbour. Auckland/Waikato would be happy to merge with Northland provided all of the issues around funding were resolved prior to this proceeding and both parties were willing. His Council had essentially come to the same conclusions as the Eastern Council appeared to have and would have struggled to provide a response on the mega region option within the fortnight available to do so given the Review Team had not provided a full analysis of the financial implications of the proposed merger or any model to go by.
- 16.8 Cr Debbie Oakley wished to point out that as a member of the NZC the time frames they had for feedback were no greater than regional Councils had been given and the NZC had no input to setting those time frames. These had been set by the Implementation Steering Group which comprises two Fish & Game representatives and one DOC person. She also wished to make it known that Ray Grubb who is the Chair of that committee, is excluded from NZC meetings when the topic of regional structure of Fish and Game Councils is being discussed.

- 16.9 Cr Ngahi Bidois thanked Nigel for sharing his time with us and the email support he has provided.
- 16.10 Nigel said we are neighbours, and our regions work really well together at a management level on fishery, game bird and environmental planning related projects e.g. Waikato Regional Council's Healthy Rivers legislation. However, at a governance level we do it poorly, and he would personally like to see governors working more closely at that level on matters such as unification of regulations, and marketing.

**17.0 PUBLIC EXCLUDED SESSION**

**17.1 Agreed (Murray Ferris/Mike Jarvie) that pursuant to Section 48 (1) of the Local Government Official Information and Meetings Act 1987, the public be excluded at 2.35 pm from the following parts of the proceedings of this meeting, namely to discuss progress on recruiting a replacement manager, interim arrangements, and assessment of a short listed candidate. [22/04/17.1]**

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:

<b>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</b>	<b>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER</b>	<b>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION</b>
Recruitment process for a new manager and discussion re a potential candidate.	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 that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<b>ITEM</b>	<b>REASON UNDER ACT</b>	<b>SECTION</b>	<b>PLAIN ENGLISH REASON</b>
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.
Protect information which is subject to an obligation of confidence ... where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied.	Sec 9(2)(ba)(i)	Disclosing the information would jeopardise the relationship with the supplier because the supplier may no longer trust the Council to hold its information in confidence.	Not unless there is a public interest in disclosure of the specific information.

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.”

*17.2 Agreed (Mark Sceats/Mike Jarvie) that Council moves out of public excluded at 3.30pm. [22/04/17.2]*

*17.3 Agreed (Lindsay Lyons/Scott Nicol) that the public be re-admitted to the meeting at 3.32pm. [22/04/17.3]*

**18.0 MEETING CLOSED**

18.1 The meeting closed at 3.33pm with a closing karakia by Cr Ngahi Bidois.

.....  
**Ngahi Bidois**  
**Chair**

## SUMMARY OF RESOLUTIONS

### 3.0 APOLOGIES

3.1 Apologies were received from Crs Ken Coombes and Jay Tapsell. Cr Ngahi Bidois also informed the meeting of his need to leave at 3pm.

3.2 *Agreed (Murray Ferris/Mike Jarvie) that the apologies for the 195th meeting of the Eastern Region Fish and Game Council be sustained. [22/04/3.2]*

### 4.0 MINUTES OF THE PREVIOUS MEETING (10 FEBRUARY 2022)

4.1 *Agreed (Murray Ferris/Debbie Oakley) that the minutes of the meeting held on 10 February 2022 be confirmed as a true and correct record. [22/04/4.1]*

### 10.0 OPERATIONAL REPORTS

10.2 *Agreed (Mark Sceats/Mike Jarvie) that Council receives the Health and Safety report. [22/04/10.2]*

10.5 *Agreed (Murray Ferris/Mark Sceats) that Council receives the Finance Report and approves payments for January and February 2022 totalling \$400,075.73. [22/04/10.5]*

10.6 *Agreed (Mark Sceats/Scott Nicol) that Council approves the request for a new credit card facility to be applied for in the name of Kate (Kathryn) Thompson, Office Manager, with an approved spending limit of \$3,000. [22/04/10.6]*

### 11.0 2022-23 OPERATIONAL WORK PLAN

11.9 *Agreed (Murray Ferris/Geoff Thomas) that Council approves the draft Operational Work Plan for the 2022-2023 year and the accompanying contestable funding bids and proposals to draw down some of Eastern's reserve funds, and had noted the amendments Andy Garrick had outlined. [22/04/11.9]*

### 12.0 WAIKAREMOANA SPORTS FISH HABITAT ENHANCEMENT FUND

12.2 *Agreed (Scott Nicol/Geoff Thomas) that Council approves funding of up to \$10,400 from the Waikaremoana Sports Fish Habitat Enhancement Fund as submitted. [22/04/12.2]*

### 13.0 ANGLERS NOTICE REVIEW

13.3 *Agreed (Geoff Thomas/Mike Jarvie) that Council supports the change to the regulations to permit the use of scented soft baits in all lure (fly/spin) fishing waters. [22/04/13.3]*

### 17.0 PUBLIC EXCLUDED SESSION

17.1 *Agreed (Murray Ferris/Mike Jarvie) that pursuant to Section 48 (1) of the Local Government Official Information and Meetings Act 1987, the public be excluded at 2.35 pm from the following parts of the proceedings of this meeting, namely to discuss progress on recruiting a replacement manager, interim arrangements, and assessment of a short listed candidate. [22/04/17.1]*

17.2 *Agreed (Mark Sceats/Mike Jarvie) that Council moves out of public excluded at 3.30pm. [22/04/17.2]*

17.3 *Agreed (Lindsay Lyons/Scott Nicol) that the public be re-admitted to the meeting at 3.32pm. [22/04/17.3]*

## 7. CONFLICT OF INTEREST REGISTER

Ref: 7.02.01

19 May 2022

### 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 matter<sup>1</sup> i.e:

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

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

- (i) There is a realistic connection between the member’s private interest(s) and the interest(s) of the Council;
- (ii) The member’s other interest could specifically affect, or be affected by, the actions of the Council in relation to a matter;
- (iii) A fair-minded lay observer might reasonably consider that the member’s private interest or duty may influence or motivate the actions of the member in relation to a matter; and

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<sup>1</sup> “Matter” means:

- (i) The Council’s performance of its functions or exercise of its powers as set out in Part 5A of the Conservation Act 1987, subject to the Council’s statutory purpose set out in section 26P(1) of the Conservation Act; or
- (ii) An arrangement, agreement, or contract made or entered into, or proposed to be entered into, by the Council.

- (iv) There is 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. OPERATIONAL REPORTS

### 8.1 HEALTH AND SAFETY REPORT

Ref: 9.01.07

18 May 2022

#### 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 and 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 2022 - May 2022

<b>1. Implementation and Adherence to the Health and Safety Plan</b>
Regular (weekly) staff meetings. Minutes from the Health and Safety portion of the meeting are emailed to all staff. Visitors to the office and contractors are required to sign our desk register, and our hazard register is updated as required.
<b>Tail Gate forms completed for:</b> May 2022                      Opening weekend ranging Acoustic sampling – Lake Tarawera
<b>2021-2022 Budget for Health &amp; Safety \$2,000</b>

<b>2. Monitoring and Reporting</b>	
<b>Work Place Accident Register</b>	
	<b>30/04/2022</b>
Number of Workplace injuries in 2021-2022 year	<b>0</b>
Number of Workplace injuries in 2020-2021 year	1
Number of Workplace injuries in 2019-2020 year	1
Number of Workplace injuries in 2018-2019 year	1
Number of Workplace injuries in 2017-2018 year	1
Total Number of Workplace injuries since 1 Sept 1995	50
<b>Total number of lost work injuries since 1 Sept 1995</b>	<b>4</b>
<b>Total number of days since last lost work injury</b>	<b>406</b>
Days from prior lost work injury to lost work injury on 21/3/21	245
Days from prior lost work injury to lost work injury on 19/7/20	1,053
Days from prior lost work injury to lost work injury on 31/8/17	1,363
Total number of days since formal register commenced 1/09/95 to first lost work injury on 7/12/13	6,672



### **3. Risk Management (identification and treatment)**

#### **COVID 19**

Site reopened to public 4 April 2022. Masks to continue to be worn indoors and when in close contact with others. Covid tracing signs removed and access to reception still to be limited to two people at a time.

#### **2022 Game Bird Season opening**

Pre-season briefing for rangers undertaken 2 May 2022

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

28 Mar 2022 No new hazards identified  
4 Apr 2022 No new hazards identified  
11 Apr 2022 Be aware of sunstrike on roads  
18 Apr 2022 No meeting – Public Holiday  
25 Apr 2022 No new hazards identified  
2 May 2022 No new hazards identified  
9 May 2022 No new hazards identified  
14 May 2022 No new hazards identified

### **4. Training Programme**

Nil

### **5. H&S Incidents**

Nil

### **6. Recommendation**

That Council acknowledges it has received this report.

## 8.2 FINANCE REPORT

Ref: 8.03.01

23 May 2022

### 1. Purpose

To inform the Council of the end of year financial position and approve payments for the months of March and April 2022.

Tables within this report:

Table 1	Variance Report to 30 April 2022
Table 2	Balance Sheet as at 30 April 2022
Table 3	Profit and Loss to 30 April 2022
Tables 4 & 5	Bank Transactions March and April 2022
Table 6	Credit Card Transactions 1 March to 30 April 2022

### 2. YTD Profit and Loss

The Profit & Loss statement for the period ending 30 April is provided in Table 3.

#### *Income*

Fish and Game licence revenues are reporting to be ahead of budget YTD (\$18,337 and \$12,464 respectively). A more up to date and detailed picture of licence sales performance YTD can be found within the licence sales report.

Revenue from other sources over the period totalled \$14,709 and was made up of the following: fishing competitions (\$483), game bird habitat fees (\$130), fines from prosecutions collected through the courts (\$802), interest (\$890), and rentals (\$9,559). Additional income was also received from mowing (\$675) and covid subsidies for staff required to isolate at home (\$2,159).

#### **Species Management**

The Population Monitoring expenditure relates to free licences issued through the band return programme. Duck bands were purchased early for the 2023 and 2024 years to ensure uninterrupted supply (\$2,000). The Population Monitoring budgets are reporting to be \$5,962 over budget YTD and this is due to several factors including increased costs associated with flights for trend counts, wages and fuel for the banding project, and the early purchase of bands which will be accrued forward at year end.

The most significant expense for the Hatchery for the period was for fish food (\$8,567), followed by materials which were purchased for the refurbishment of Fort Knox (\$2,838). Various expenses were incurred relating to the emergency water supply, grounds and hatchery maintenance, and vehicle servicing. The usual expenses associated with fuel, rates, electricity, and oxygen are also reported. The Hatchery operations budgets are overspent \$6,444 YTD due primarily to unbudgeted expenses associated with the hatchery emergency water reticulation works (funded by insurance proceeds), and the refurbishment of Fort Knox (funded by a donation).

#### *Habitat*

Works and Management spending for the period related to contract spraying of the reserves, and a replacement floodgate for the Awaiti WMR inlet. Within budget YTD.

### ***Participation***

Access spending in April was significant and related to the work on the new access track alongside the Whirinaki River. Expenses were also incurred for hut maintenance and electricity, signs for Ruato/Rotoiti, and children's fishing. Within budget YTD.

### ***Public Interface***

The cost of the bulk email campaign for the duck hunters evening is reported within the Communications budget. A fish smoker and a small supply of the Fish & Game cookbooks were purchased through the Promotions budget, the smoker being a prize for the Angler Diaries and the cookbooks for future promotional use. Within budget YTD.

### ***Compliance***

Compliance expenses are reported relating to CERT ranger training, legal fees for prosecutions, and the 0800 Poaching service and cell phone. Within budget YTD.

### ***Licensing***

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

### ***Council***

Expenses are reported within the Council budgets relating to catering and travel reimbursement for the April meeting of Council. The cost of printing of business cards and an additional travel expense for the Manager interviews is also reported. The Council budgets are overspent \$1,153 YTD due to increased travel expenses for meetings related to the employment of the new Manager.

### ***Planning***

There were no Planning expenses reported within the period. Within budget YTD.

### ***Administration***

Salaries	Recruitment costs for the staff vacancy have been recorded under the administration salaries budget which has resulted in the current overspend reported within the salaries area YTD (\$11,398).
Staff Expenses	Expenses are reported for staff clothing, meal expenses, and a small expense covered from petty cash relating to soft drinks for the staff Christmas BBQ. Health & safety expenses related to a small supply of RATS tests for staff use. Within budget YTD.
Staff Houses	Rates were paid within the period and maintenance expenses incurred for plumbing repairs in the Timber house. Within budget YTD.
Office Premises	The usual expenses relating to rates, electricity, cleaning, rubbish removal, and alarm monitoring were incurred. Servicing costs of three heat pumps is also reported. The Office Premises area is over budget \$559 YTD which has come about due to an overall increase in costs that had not been budgeted for.
Office Equipment	Minor expenses are reported for cell phone contracts and a UPS battery. The phone system and eftpos lease expenses are also reported. Within budget YTD.
Communications/ Consumables	Standard communications expenses are reported for the period including phones, broadband, stationery, and photocopying. The

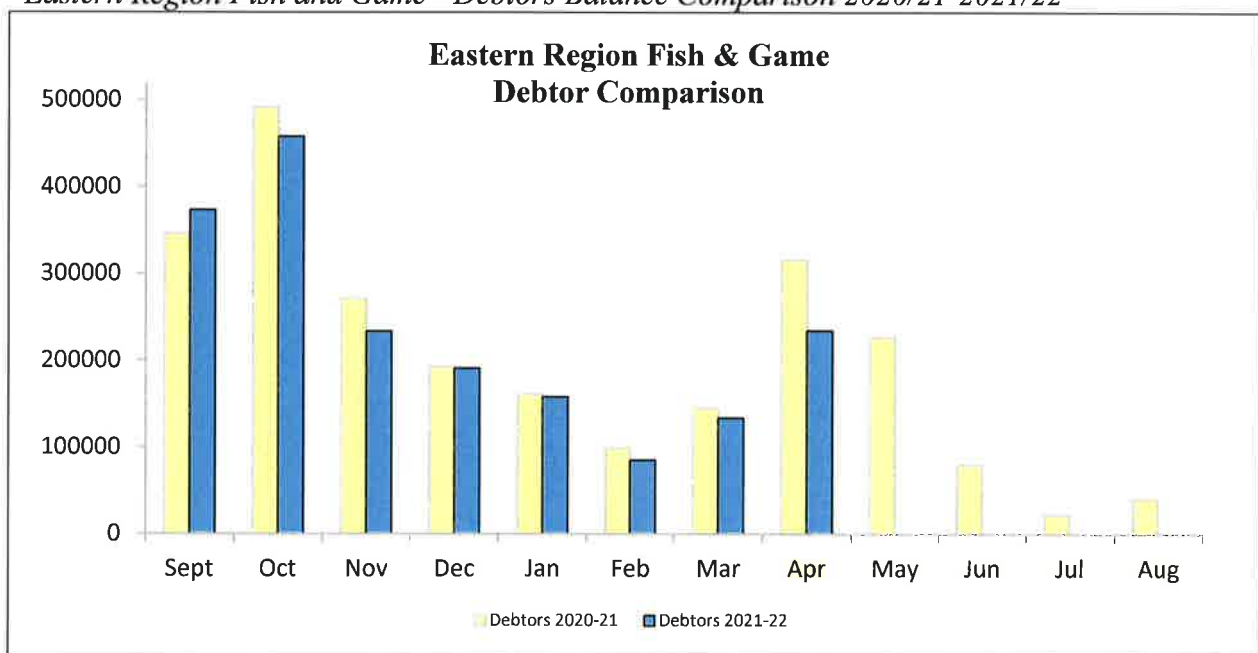
	Private Bag was renewed, and a new UPS purchased for the server. Within budget YTD.
General	Minor expenses are reported for the Survey Monkey subscription, morning teas, and bank fees. Over budget \$687 YTD due to increased insurance costs.
General Equipment	Trigger locks were purchased for opening weekend ranging. Whio and Kotare were serviced and a WoF obtained for Parera's boat trailer. Field equipment and boat fuel expenses are also reported. Within budget YTD.
Vehicles	Vehicle expenses for the period included scheduled servicing of two vehicles, registration for one, a set of tyres, and fuel/RUCs. The Vehicles' budgets are overspent by \$2,862 and this relates to increased fuel costs.

**Cash Position: As at 30 April 2022**

\$ 884,113 (includes \$86,785 Asset Replacement Reserve)  
 \$ 464,008 (Waikaremoana SFHEF – Restricted Reserve)  
**\$1,348,121 Total**

**Debtors:** Outstanding Debtors \$234,281 as at 30 April 2022 (\$315,704 as at 30 April 2021).

*Eastern Region Fish and Game - Debtors Balance Comparison 2020/21-2021/22*



Debtors outstanding as at 30 April relate primarily to licence sales. Two agents are currently being followed up for delayed payments.

**3. Variance Report (Table 1)**

The variance report is shown on the following two pages. The year to date actual 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.

**2021/2022 REPORT OF VARIANCES BETWEEN TOTAL BUDGET AND YEAR TO DATE ACTUAL EXPENDITURE AND INCOME**

as at 30 April 2022

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			
1110	Species Monitoring	\$ 39,450	\$ 32,112	2,150	1,404	\$ 136,855	\$ 94,940	\$ 8,000	\$ 3,959	\$ 168,305	\$ 123,092	\$ 45,213	73.1	
1120	Harvest Assessment	\$ 2,900	\$ 21	793	610	\$ 50,477	\$ 41,249	\$ -	\$ -	\$ 53,377	\$ 41,270	\$ 12,108	77.3	
1140	Hatchery Operations	\$ 75,020	\$ 64,014	3,564	2,776	\$ 226,862	\$ 187,715	\$ 56,500	\$ 42,996	\$ 245,382	\$ 208,733	\$ 36,648	85.1	
1160	Releases	\$ -	\$ -	234	103	\$ 14,895	\$ 6,965	\$ -	\$ -	\$ 14,895	\$ 6,965	\$ 7,930	46.8	
1170	Regulations	\$ -	\$ -	133	38	\$ 8,466	\$ 2,570	\$ -	\$ -	\$ 8,466	\$ 2,570	\$ 5,896	30.4	
1180	Control	\$ 500	\$ 568	36	26	\$ 2,292	\$ 1,724	\$ -	\$ -	\$ 2,292	\$ 2,292	\$ 500	82.1	
	<b>TOTAL - SPECIES MANAGEMENT</b>	\$ 117,870	\$ 96,714	6,910	4,957	\$ 439,847	\$ 335,162	\$ 64,500	\$ 46,955	\$ 493,217	\$ 384,922	\$ 108,295	78.0	
1210	Resource Management Act	\$ 200	\$ -	1,412	958	\$ 89,879	\$ 64,781	\$ -	\$ -	\$ 90,079	\$ 64,781	\$ 25,298	71.9	
1220	Works & Management	\$ 18,000	\$ 10,526	934	759	\$ 59,453	\$ 51,324	\$ 12,150	\$ 6,911	\$ 65,303	\$ 54,939	\$ 10,363	84.1	
1230	Assisted Habitat	\$ 2,700	\$ -	770	213	\$ 49,013	\$ 14,403	\$ -	\$ -	\$ 51,713	\$ 14,403	\$ 37,310	27.9	
1240	Assess & Monitor	\$ -	\$ -	72	0	\$ 4,583	\$ -	\$ -	\$ -	\$ 4,583	\$ -	\$ 4,583	0.0	
1250	Lake Waikaremoana	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0	
	<b>TOTAL - HABITAT PROTECTION &amp; MANAGEMENT</b>	\$ 20,900	\$ 10,526	3,188	1,930	\$ 202,928	\$ 130,508	\$ 12,150	\$ 6,911	\$ 211,678	\$ 134,123	\$ 77,555	63.4	
1310	Access	\$ 10,700	\$ 6,527	702	507	\$ 44,665	\$ 34,284	\$ -	\$ -	\$ 55,385	\$ 40,810	\$ 14,575	73.7	
1330	Newsletters/Information	\$ -	\$ -	318	119	\$ 20,242	\$ 8,047	\$ -	\$ -	\$ 20,242	\$ 8,047	\$ 12,195	39.8	
1340	Other Publications	\$ 2,000	\$ -	44	0	\$ 2,801	\$ -	\$ -	\$ -	\$ 4,801	\$ -	\$ 4,801	0.0	
1350	Training	\$ 800	\$ 7	826	326	\$ 52,578	\$ 22,044	\$ 7,000	\$ 3,279	\$ 46,378	\$ 18,772	\$ 27,606	40.5	
1360	Club Relations	\$ -	\$ -	32	22	\$ 2,037	\$ 1,488	\$ -	\$ -	\$ 2,037	\$ 1,488	\$ 549	73.0	
1370	Huts	\$ 1,450	\$ 871	46	27	\$ 2,928	\$ 1,792	\$ 400	\$ 365	\$ 3,978	\$ 2,298	\$ 1,681	57.8	
	<b>TOTAL - ANGLER &amp; HUNTER PARTICIPATION</b>	\$ 14,950	\$ 7,404	1,968	1,001	\$ 125,270	\$ 67,655	\$ 7,400	\$ 3,644	\$ 132,920	\$ 71,415	\$ 61,406	53.8	
1410	Liaison	\$ -	\$ -	72	21	\$ 4,583	\$ 1,420	\$ -	\$ -	\$ 4,583	\$ 1,420	\$ 3,163	31.0	
1420	Communication	\$ 500	\$ 780	116	37	\$ 7,384	\$ 2,468	\$ -	\$ -	\$ 7,884	\$ 3,248	\$ 4,636	41.2	
1440	Public Promotions	\$ 4,500	\$ 217	122	24	\$ 7,766	\$ 1,623	\$ -	\$ -	\$ 12,266	\$ 1,840	\$ 10,426	15.0	
1450	Visitor Facilities/Education	\$ 500	\$ 45	454	71	\$ 28,899	\$ 4,801	\$ -	\$ -	\$ 29,399	\$ 4,846	\$ 24,553	16.5	
	<b>TOTAL - PUBLIC INTERFACE</b>	\$ 5,500	\$ 1,042	764	153	\$ 48,631	\$ 10,312	\$ -	\$ -	\$ 54,131	\$ 11,354	\$ 42,777	21.0	
1510	Ranging	\$ 1,000	\$ 583	956	494	\$ 60,853	\$ 33,405	\$ -	\$ -	\$ 61,853	\$ 33,988	\$ 27,865	54.9	
1520	Ranger Training	\$ 1,000	\$ 493	108	38	\$ 6,875	\$ 2,536	\$ -	\$ -	\$ 7,875	\$ 3,029	\$ 4,846	38.5	
1530	Compliance Prosecutions	\$ 5,000	\$ 1,499	336	154	\$ 21,388	\$ 10,414	\$ 6,000	\$ 2,542	\$ 20,388	\$ 9,371	\$ 11,017	46.0	
	<b>TOTAL - COMPLIANCE</b>	\$ 7,000	\$ 2,575	1,400	686	\$ 89,115	\$ 46,354	\$ 6,000	\$ 2,542	\$ 90,115	\$ 46,387	\$ 43,728	51.5	
1610	Licensing	\$ 600	\$ -	134	79	\$ 8,530	\$ 5,342	\$ -	\$ -	\$ 9,130	\$ 5,342	\$ 3,788	58.5	
1620	Agent Servicing	\$ -	\$ -	158	46	\$ 10,057	\$ 3,111	\$ -	\$ -	\$ 10,057	\$ 3,111	\$ 6,947	30.9	
	<b>TOTAL - LICENSING</b>	\$ 600	\$ -	292	125	\$ 18,587	\$ 8,453	\$ -	\$ -	\$ 19,187	\$ 8,453	\$ 10,734	44.1	
1710	Council Elections	\$ -	\$ -	4	1	\$ 255	\$ 68	\$ -	\$ -	\$ 255	\$ 68	\$ 187	26.6	
1720	Council Meetings	\$ 6,000	\$ 5,153	477	214	\$ 30,363	\$ 14,471	\$ -	\$ -	\$ 36,363	\$ 19,624	\$ 16,739	54.0	
	<b>TOTAL - COUNCILS</b>	\$ 6,000	\$ 5,153	481	215	\$ 30,617	\$ 14,538	\$ -	\$ -	\$ 36,617	\$ 19,691	\$ 16,926	53.8	
1810	Management Planning	\$ 8,500	\$ -	240	58	\$ 15,277	\$ 3,922	\$ -	\$ -	\$ 23,777	\$ 3,922	\$ 19,855	16.5	
1820	Annual Planning	\$ -	\$ -	66	54	\$ 4,201	\$ 3,652	\$ -	\$ -	\$ 4,201	\$ 3,652	\$ 550	86.9	
1830	Reporting/Audit	\$ 9,750	\$ -	429	224	\$ 27,307	\$ 15,147	\$ -	\$ -	\$ 37,057	\$ 15,147	\$ 21,910	40.9	
1840	National Liaison	\$ 100	\$ -	242	90	\$ 15,404	\$ 6,086	\$ -	\$ -	\$ 15,504	\$ 6,086	\$ 9,418	39.3	
	<b>TOTAL - PLANNING/REPORTING</b>	\$ 18,350	\$ -	977	426	\$ 62,190	\$ 28,806	\$ -	\$ -	\$ 80,540	\$ 28,806	\$ 51,733	35.8	
	<b>TOTAL</b>	\$ 191,170	\$ 123,414	15,980	9,491	\$ 1,017,186	\$ 641,789	\$ 90,050	\$ 60,052	\$ 1,118,306	\$ 705,151	\$ 413,155	63.1	

		EXTERNAL COSTS		NETABLE INCOME		NET COST		NET COST		%	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Variance	%
<b>OVERHEADS</b>											
1910	Salaries	\$ 925,841	\$ 600,832	\$ 11,700	\$ 19,525	\$ 914,141	\$ 561,307	\$ 332,834			63.6
1920	Staff Expenses	\$ 26,000	\$ 14,298	-	-	\$ 26,000	\$ 14,298	\$ 11,702			55.0
1930	Staff Houses	\$ 13,060	\$ 5,601	\$ 50,000	\$ 38,386	\$ (36,940)	\$ (32,785)	\$ (4,155)			88.8
1940	Office Premises	\$ 18,750	\$ 14,461	-	-	\$ 18,750	\$ 14,461	\$ 4,289			77.1
1950	Office Equipment	\$ 4,100	\$ 3,033	-	-	\$ 4,100	\$ 3,033	\$ 1,067			74.0
1960	Communications/Consumables	\$ 18,307	\$ 11,225	-	-	\$ 18,307	\$ 11,225	\$ 7,082			61.3
1970	General	\$ 11,278	\$ 10,414	\$ 1,500	\$ 6,984	\$ 9,778	\$ 3,430	\$ 6,348			35.1
1980	General Equipment	\$ 17,700	\$ 11,508	-	-	\$ 17,700	\$ 11,508	\$ 6,192			65.0
1990	Vehicles	\$ 45,350	\$ 35,312	-	-	\$ 45,350	\$ 35,312	\$ 10,038			77.9
	<b>Administration</b>	\$ 1,080,386	\$ 706,684	\$ 63,200	\$ 64,895	\$ 1,017,186	\$ 641,789	\$ 375,397			63.1
	Total Overhead Net Cost					\$ 1,017,186	\$ 641,789				
	Total Outputs Staff Hours					15,980	9,491				
	Internal Cost Per Hour					63.65	67.62				

**2021/2022 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	Actual	Variance	%	
	1	Species Management	\$ 117,870	\$ 96,714	6,910	4,957	\$ 439,847	\$ 335,162	\$ 64,500	\$ 46,955	\$ 493,217	\$ 384,922	\$ 108,295		78.0
	2	Habitat Protection & Management	\$ 20,900	\$ 10,526	3,188	1,930	\$ 202,928	\$ 130,508	\$ 12,150	\$ 6,911	\$ 211,678	\$ 134,123	\$ 77,555		63.4
	3	Angler & Hunter Participation	\$ 14,950	\$ 7,404	1,968	1,001	\$ 125,270	\$ 67,655	\$ 7,400	\$ 3,644	\$ 132,820	\$ 71,415	\$ 61,406		53.8
	4	Public Interface	\$ 5,500	\$ 1,042	764	153	\$ 48,631	\$ 10,312	-	-	\$ 54,131	\$ 11,354	\$ 42,777		21.0
	5	Compliance	\$ 7,000	\$ 2,675	1,400	686	\$ 89,115	\$ 46,354	\$ 6,000	\$ 2,542	\$ 90,115	\$ 46,387	\$ 43,728		51.5
	6	Licensing	\$ 600	\$ -	292	125	\$ 18,587	\$ 8,453	-	-	\$ 19,187	\$ 8,453	\$ 10,734		44.1
	7	Councils	\$ 6,000	\$ 5,153	481	215	\$ 30,617	\$ 14,538	-	-	\$ 36,617	\$ 19,691	\$ 16,926		53.8
	8	Planning, Reporting	\$ 18,350	\$ -	977	426	\$ 62,190	\$ 28,806	-	-	\$ 80,540	\$ 28,806	\$ 51,733		35.8
	9	Administration													
		Total Overhead Staff Hours			7,156	4,560									
		TOTAL BUDGET	\$ 191,170	\$ 123,414			\$ 1,017,186	\$ 641,789	\$ 90,050	\$ 60,052	\$ 1,118,306	\$ 705,151	\$ 413,155		
		% year complete								17%					63%

Licence Income 2021-2022		Budget	Actual
2021-22 Fish Licence Income		\$ 1,019,001	\$ 966,337
Less Commission		\$ 45,855	\$ -
<b>Net Fish Licence Income</b>		\$ 973,146	\$ 966,337
2022 Game Licence Income		\$ 229,867	\$ 152,464
Less Commission		\$ 10,344	\$ -
<b>Net Game Licence Income</b>		\$ 219,523	\$ 152,464
Total Licence Income		\$ 1,248,868	\$ 1,118,801
Total Commission		\$ 56,199	\$ 42,456
<b>Total Net 2021-22 Licence Revenue</b>		\$ 1,192,669	\$ 1,076,345

OHP Bulk Fund		Actual Net Cost YTD	% of OWP budget spent
Adjustment to OWP budgets - National Approved Budget		\$ 1,118,306	17%
less interest		\$ (2,797)	(3.034)
Plus NZ Fish & Game Levies		\$ 134,951	67.476
Less Licence Revenue		\$ (1,248,868)	(1,118.801)
Plus Commission Expense		\$ 56,199	42.456
Plus Gain Loss on Sale/Revaluation		\$ (8,154)	-
Depreciation		\$ 70,861	48.428
<b>Subtotal</b>		\$ 120,498	(258.324)
<b>Adj to OWP budgets - Waikaremoana Fund</b>			
Less Waikaremoana Fund Interest		\$ (4,174)	(95)
Plus Waikaremoana Fund Expenses		\$ 8,000	-
<b>Adj to OWP budgets - Non Res Reserve - Lake Tarawera project</b>			
<b>Adjusted Budget</b>		\$ 124,324	(258.419)

**Table 2**

**Balance Sheet**  
**Eastern Fish and Game Council**  
**As at 30 April 2022**

	30 Apr 2022	31 Aug 2021
<b>Assets</b>		
<b>Bank</b>		
Investments	\$813,035.09	\$760,162.98
Petty Cash	\$403.50	\$132.40
Waikaremoana Fund Investments	\$464,007.84	\$475,375.43
Westpac Call Account	\$66,945.53	\$23,726.55
Westpac Current Account	\$3,729.19	\$33,328.28
<b>Total Bank</b>	<b>\$1,348,121.15</b>	<b>\$1,292,725.64</b>
<b>Current Assets</b>		
Accounts Receivable	\$234,280.69	\$40,875.49
Accounts Receivable – Hawke's Bay & External parties	\$2,821.15	\$0.00
Accounts Receivable - Staff Recovery	\$278.17	\$0.00
Inventory - Fish Stock	\$171,007.00	\$171,007.00
Prepayments and Accrued Income	\$0.00	\$5,139.57
<b>Total Current Assets</b>	<b>\$408,387.01</b>	<b>\$217,022.06</b>
<b>Fixed Assets</b>		
Accum Dep Land & Buildings	-\$720,118.71	-\$701,567.23
Accum Dep Motor Vehicles	-\$148,101.74	-\$126,823.59
Accum Dep Office Equipment	-\$51,649.97	-\$48,540.17
Accum Dep Plant & Equipment	-\$157,842.39	-\$152,353.57
Buildings	\$1,043,849.38	\$1,043,849.38
Land	\$102,000.00	\$102,000.00
Motor Vehicles	\$425,884.94	\$351,510.30
Office Equipment	\$60,730.40	\$57,105.20
Plant & Equipment	\$193,768.74	\$193,768.74
<b>Total Fixed Assets</b>	<b>\$748,520.65</b>	<b>\$718,949.06</b>
<b>Total Assets</b>	<b>\$2,505,028.81</b>	<b>\$2,228,696.76</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	\$32,366.81	\$36,944.48
Accruals and Prepaid Licences	\$80,561.00	\$106,397.06
Business Credit Card	\$511.29	\$370.74
Employee Entitlements	\$92,407.36	\$99,051.59
Game Bird Habitat Stamp Levy Clearing	\$7,057.40	\$0.00
GST	\$23,906.38	-\$12,103.05
PAYE Clearing	\$44,521.84	\$31,742.64
Rounding	\$0.07	\$0.00
Staff Social Club	\$2,713.30	\$3,729.32
<b>Total Current Liabilities</b>	<b>\$284,045.45</b>	<b>\$266,132.78</b>
<b>Total Liabilities</b>	<b>\$284,045.45</b>	<b>\$266,132.78</b>
<b>Net Assets</b>	<b>\$2,220,983.36</b>	<b>\$1,962,563.98</b>
<b>Equity</b>		
Accumulated Funds	\$1,236,808.62	\$1,193,406.53
Asset Replacement Reserve	\$92,797.00	\$92,797.00
Back Country Fisheries Reserve	\$130,034.09	\$127,266.65
Breeding Programme Reserve	\$5,000.00	\$5,000.00
Current Year Earnings	\$258,419.38	\$46,169.53
Fish for Gold Reserve	\$10,500.00	\$10,500.00
Hatchery Water Reticulation Reserve	\$23,640.00	\$23,640.00
Waikaremoana Sportsfish Habitat Enhancement Fund Reserve	\$463,784.27	\$463,784.27
<b>Total Equity</b>	<b>\$2,220,983.36</b>	<b>\$1,962,563.98</b>

### Table 3 Profit and Loss

Eastern Fish and Game Council for the two months ended 30 April 2022

Income	Mar 2022	Apr 2022	YTD Actual	YTD Budget	Total Budget	Variance YTD	Variance YTD %
Licence Income	82,661	132,506	1,116,034	1,088,000	1,248,868	28,034	3%
Non-Resident Licence Levy Revenue	257	708	2,767	0	0	2,767	0%
Other Income	7,762	6,947	128,077	104,675	168,375	23,402	22%
<b>Total Income</b>	<b>90,679</b>	<b>140,162</b>	<b>1,246,879</b>	<b>1,192,675</b>	<b>1,417,243</b>	<b>54,204</b>	<b>5%</b>
<b>Operating Expenses</b>							
Depreciation	6,337	6,205	48,428	47,240	70,861	1,188	3%
<b>1100 SPECIES MANAGEMENT</b>							
1110 Population Monitoring	433	2,071	32,112	26,150	39,450	5,962	23%
1120 Harvest Assessment	0	0	21	900	2,900	(879)	-98%
1140 Hatchery Operations	12,185	3,213	64,014	57,570	75,020	6,444	11%
1180 Game Bird Control	0	0	568	500	500	68	14%
<b>Total 1100 SPECIES MANAGEMENT</b>	<b>12,618</b>	<b>5,284</b>	<b>96,714</b>	<b>85,120</b>	<b>117,870</b>	<b>11,594</b>	<b>14%</b>
<b>1200 HABITAT PROTECTION/MANAGEMENT</b>							
1210 Resource Management Act	0	0	0	0	200	0	0%
1220 Works & Management	5,946	0	10,526	17,000	18,000	(6,474)	-38%
1230 Assisted Habitat	0	0	0	1,700	10,700	(1,700)	-100%
<b>Total 1200 HABITAT PROTECTION/MGMT</b>	<b>5,946</b>	<b>0</b>	<b>10,526</b>	<b>18,700</b>	<b>28,900</b>	<b>(8,174)</b>	<b>-44%</b>
<b>1300 PARTICIPATION</b>							
1310 Access	245	3,583	6,527	10,200	10,700	(3,673)	-36%
1340 Other Publications	0	0	0	1,000	2,000	(1,000)	-100%
1350 Training	7	0	7	550	800	(543)	-99%
1370 Huts	113	167	871	1,050	1,450	(179)	-17%
<b>Total 1300 PARTICIPATION</b>	<b>365</b>	<b>3,750</b>	<b>7,404</b>	<b>12,800</b>	<b>14,950</b>	<b>(5,396)</b>	<b>-42%</b>
<b>1400 PUBLIC INTERFACE</b>							
1420 Communication	0	300	780	400	500	380	95%
1440 Public Promotions	78	139	217	0	4,500	217	0%
1450 Visitor Facilities/Education	0	0	45	350	500	(305)	-87%
<b>Total 1400 PUBLIC INTERFACE</b>	<b>78</b>	<b>439</b>	<b>1,042</b>	<b>750</b>	<b>5,500</b>	<b>292</b>	<b>39%</b>
<b>1500 COMPLIANCE</b>							
1510 Ranging	68	68	583	675	1,000	(92)	-14%
1520 Ranger Training	493	0	493	500	1,000	(7)	-1%
1530 Compliance	300	124	1,499	3,335	5,000	(1,836)	-55%
<b>Total 1500 COMPLIANCE</b>	<b>861</b>	<b>192</b>	<b>2,575</b>	<b>4,510</b>	<b>7,000</b>	<b>(1,935)</b>	<b>-43%</b>
<b>1600 LICENSING</b>							
1610 Licence Prod/Distrib	0	0	0	0	600	0	0%
1630 Commission	3,576	5,840	42,456	48,960	56,199	(6,504)	-13%
<b>Total 1600 LICENSING</b>	<b>3,576</b>	<b>5,840</b>	<b>42,456</b>	<b>48,960</b>	<b>56,799</b>	<b>(6,504)</b>	<b>-13%</b>
<b>1700 COUNCIL</b>							
1720 Council Meetings	529	799	5,153	4,000	6,000	1,153	29%
<b>Total 1700 COUNCIL</b>	<b>529</b>	<b>799</b>	<b>5,153</b>	<b>4,000</b>	<b>6,000</b>	<b>1,153</b>	<b>29%</b>
<b>1800 PLANNING/REPORTING</b>							
1810 Management & Strategic Planning	0	0	0	0	8,500	0	0%
1830 Reporting/Audit	0	0	0	300	9,750	(300)	-100%
1840 National Liaison	0	0	67,476	67,576	135,051	(100)	0%
<b>Total 1800 PLANNING/REPORTING</b>	<b>0</b>	<b>0</b>	<b>67,476</b>	<b>67,876</b>	<b>153,301</b>	<b>(400)</b>	<b>-1%</b>
<b>1900 ADMINISTRATION</b>							
1910 Salaries	73,762	83,579	609,832	598,434	925,841	11,398	2%
1920 Staff Expenses	446	40	5,298	9,700	26,000	(4,402)	-45%
1930 Staff Houses	763	622	5,601	12,045	13,060	(6,444)	-53%
1940 Office Premises	798	2,697	14,461	13,902	18,750	559	4%
1950 Office Equipment	200	163	3,033	3,236	4,100	(203)	-6%
1960 Communications/Consumables	2,464	1,140	11,225	12,720	18,307	(1,495)	-12%
1970 General	199	86	10,414	9,727	11,278	687	7%
1980 General Equipment	1,040	1,723	11,508	13,200	17,700	(1,692)	-13%
1990 Vehicles	1,804	4,503	35,312	32,450	45,350	2,862	9%
<b>Total 1900 ADMINISTRATION</b>	<b>81,477</b>	<b>94,552</b>	<b>706,684</b>	<b>705,414</b>	<b>1,080,386</b>	<b>1,270</b>	<b>0%</b>
<b>Total Operating Expenses</b>	<b>111,788</b>	<b>117,060</b>	<b>988,459</b>	<b>995,370</b>	<b>1,541,567</b>	<b>(6,911)</b>	<b>-1%</b>
<b>Net Profit</b>	<b>(21,109)</b>	<b>23,102</b>	<b>258,419</b>	<b>197,305</b>	<b>(124,324)</b>	<b>61,114</b>	<b>31%</b>



- 8.2 *That Council approves a new credit card facility being applied for in the name of Arash Alaeinia, Chief Executive, with an approved spending limit of \$3,000.*
- 8.3 *That Council approves the replacement of Andy Garrick with Arash Alaeinia, Chief Executive as signatory to Westpac and Bank of New Zealand bank accounts.*
- 8.4 *That Council approves the other signatories to the Westpac and Bank of New Zealand bank accounts being Kate Thompson, Office Manager, Nerida Evans, Office Administrator, and Carmel Veitch, Accountant.*
- 8.5 *That Council agrees the signing rules for the Council's bank accounts and online banking facilities will comprise a combination of any two of the above-named signatories. All signatories will however, be authorised to make enquiries on bank accounts and term deposits independently.*
- 8.6 *That Council supports the establishment of a 'Dedicated Reserve' for Ballot Holder Habitat Fees to ensure that unspent funds from one season are earmarked for habitat works in future seasons.*

## 8.3 MANAGEMENT REPORT

18 May 2022

### SPECIES MANAGEMENT

#### 1112 Datawatch

During the first 6 months following the season opening (1<sup>st</sup> October), a total of 345 datawatch tags were returned and entered into the database. The distribution was as follows:

Lake McLaren	2
Lake Okareka	7
Lake Okataina	98
Lake Rerewhakaaitu	12
Lake Rotoehu	8
Lake Rotoiti	57
Lake Rotoma	26
Lake Rotorua	13
Lake Tarawera	119
Lake Tutira (Hawkes Bay)	3
Lake Waikaremoana	0

*data entered to 12 May 2022*

The total number of datawatch tags returned to 12 May 2022 (345) is only 15 fewer than that returned to the same point in time during the 2020-2021 season. Lakes that have produced a few more returns this year are Rotoma and Okataina. Numbers of tags returned from all other lakes are within three of those received to early May 2020-21.

#### 1113 Lake Waikaremoana

##### Lake Waikaremoana Monitoring Buoy Update

The Waikaremoana monitoring buoy is being serviced by Limnotrack with re-installation provisionally scheduled for June. A replacement weather station from another unit is being retrofitted onto the top hat to replace the one vandalised a year ago.

Staff will be undertaking the third year of field work monitoring spawning tributaries and angler creel surveys at Waikaremoana during June, July, August, and September. Local angling clubs and organisations are being asked to assist with data collection through their members angler diaries over the winter period.

#### 1114 Lake Tarawera

##### Tarawera Outlet Drift Dives

The first of the monthly drift dives of the Lake Tarawera Outlet by Fish & Game staff is planned for 20 May.

##### Lake Tarawera Fishery Monitoring Project Update

Acoustic smelt monitoring transects were undertaken on Lake Tarawera on 2 and 3 May. At first glance and prior to detailed analysis, it appears that we have recorded the greatest amount

of 'stuff' (smelt/bullies/trout) on the sounder traces this period than we have witnessed since commencing the transects in 2019. Trout were also seen smelting across all parts of the lake.

## 1115 Other Lake Fisheries Investigations

### Ngongotaha Fish Trap

During March 2022, the Ngongotaha fish trap was operated for a period of three nights. The largest fish entering the trap was a 640mm, 3.0kg brown male. Brown trout made up 16% of the sample. The largest rainbow was a 550mm, 1.9kg female.

#### *Ngongotaha Stream trap run (March 2022)*

	<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>	480	1.55	21	5		
<i>Brown</i>	580	2.80	4	1		16%

During April 2021, the trap was also operated for three nights. The largest fish measured during this four-night period was a 680mm, 3.9kg brown male. Browns made up 97% of the trapped run.

#### *Ngongotaha Stream trap run (April 2022)*

	<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>	580	2.20	1	4		
<i>Brown</i>	586	2.64	31	10		97%

## 1121 Lake Fisheries Creel Surveys

### Summer Creel Survey 2021-22

The 2021-22 summer survey data collection finished mid-April. The data has been entered into a database but has yet to be analysed.

### Winter Compliance/Surveys

As has been the case the last two years, winter creel shoreline angler surveys will not be formally undertaken this year as our experience in more recent years has been that there are significantly fewer anglers fishing at this time of year than used to be the case, and the quality of the data we obtain doesn't warrant the time and effort put into these surveys. We will however continue to undertake random compliance checks and in the course of doing so anglers will be interviewed for the purpose of establishing their catch rates and level of satisfaction, and any harvested fish they might have will be measured.

### Game Bird Hunter Survey

Guidance of Fish & Game staff in a number of regions in how to set up and conduct game hunter surveys in addition to training casual workers was undertaken prior to the season getting underway. Eastern Region's opening weekend survey calls of 120 randomly selected hunters has been completed though the data has yet to be entered into the online database. Rangers also conducted bag checks over opening weekend where species and the sex were recoded, and any bands noted.

## 1141 Hatchery Operations

Trapping of the Te Wairoa stream to collect brood fish commenced in April. Twenty one crosses have been done to date and this has produced just over 50,000 ova which puts us well ahead of schedule. The refurbishment of Fort Knox has also been completed.

Fish were collected by Northland Fish & Game, and most of our May liberations have been completed at the time of writing (as outlined in the table below).

*Fish locations at 18 May 2022:*

Location	Type	Age	Qty (approx)	Comment
Hatchery	Rt	1+	10,000	2021 season fry, 0+, Northland
Hatchery	Rt	Ova	50,000	2023 season liberations
Tank B	Rt	0+	200	Brook
Tank C	Tiger	0+	800	Autumn liberations 2022
Tank D	Rt	0+	1,000	AWFG liberation spring 2022
Tank E	Rt	1+	10	Best of brood, 1+ for 2023
Tank F	Bt	0+	1,050	0+ for 2022 liberation
Pond 2	Rt	0+	18,300	0+ for 2022 spring liberation
Pond 3	Rt	0+	18,300	0+ for 2022 spring liberation
Pond 4	Rt	0+	6,000	0+ for 2022 autumn liberation
RW1	Rt	1+	800	Rising 1+ for Akd/Wai F&G
RW2	Rt	1+	5,700	Rising 1+ for Kids' Fishing
Kids' Fishing	Rt		2,000	2+ Eastern 2022 Programme

## 1143 Te Wairoa Trap

The trapping season at the Fish & Game fish trap (Te Wairoa Stream) at Lake Tarawera started on 31 March following trap installation the day before. April tallies over the past five-year period (excluding 2020 when the trap was not run due to Covid lockdown) ranged between 90 and 342 fish. During April 2022 a total of 253 fish were trapped. To 12 May 2022 the winter's total sits at 527. The average size of the trout running this winter to date is 539mm and 1.97kg compared with 521mm and 1.73kg for the same period during the 2021 run. Wild origin fish have made up 43% of the run to 12 May compared to 55.5% to the same date in 2021. The wild fish this winter have been 6mm longer and 90g heavier than the 2021 wild fish. The hatchery marked fish up to 12 May have been 23mm larger and 130g heavier on average than they were last year.

## 1161 Sports Fish Liberations

*Liberations, Eastern Region 17 March – 18 May 2022*

Water	Date	Mark	Tag	Species	Age	Number
Okareka	18/05/2022	RpAd		RT	1+	2,000
Rotoehu	12/05/2022	RpAd		RT	1+	1,500
Okataina	11/05/2022	RpAd	22 O	RT	1+	500
Rotoiti	10/05/2022	RpAd		RT	1+	5,000
Rotoiti	10/05/2022	RpAd	22R	RT	1+	500
Tarawera	9/05/2022	RpAd	22T	RT	1+	500
Tarawera	9/05/2022	RpAd	BBB	RT	1+	500

Okataina	27/04/2022	RpAd		RT	1+	250
Tarawera	21/04/2022	RpAd		RT	1+	1,000
Rotoiti	20/04/2022	RpAd		RT	1+	5,000
Putere	5/04/2022	RpAd		RT	1+	500
McLaren	12/04/2022	-		RT	3+	25

### 1173 Game Bird Authorities

Schedules of captive reared mallard releases in the Eastern Region were supplied by the DOC Banding Office. We do not have a copy of the Wildlife Act Authority the department issues for at least one property where these releases were made. We have contacted NZ Game Birds but have not heard back. Last time we approached the Permissions Office at DOC they declined to give us copies of the Authorities under the Privacy Act and we had to obtain these via a cost recoverable OIA request.

### 1181 Game Bird Control

#### **Black Swan and Canada Geese on Tauranga Harbour**

The Tauranga Moana Biosecurity Capital (TMBC) have approached us expressing concerns about the number of black swan on Tauranga Harbour. Matthew McDougall subsequently had a zoom meeting with committee representatives (which included the Chair, DOC, BOPRC, a Ngati Ranginui representative, and Waikato University staff). Their concerns relate to their perception of the effect swan are having on *Zostera* (seagrass), nutrient loading on the harbour, and unsightly faeces. Matthew outlined the relative impacts of sediment, nutrients, and faecal coliforms. He outlined many of the issues around controlling them and the need to better understand black swan population dynamics before any control methods are implemented. BOPRC staff suggested concentrating on Canada geese as this would be less contentious, but we currently don't know to what extent this species is contributing to the concerns raised.

Andy Garrick met with Waikato University staff in 2017 following an undertaking from Regional Council to commission a PhD study into some of the key issues. It transpires that this did not proceed due to issues with candidates and the proposed supervisor.

Following Matt's meeting with the TMBC, he and Andy met once more with Waikato University heads to try and get the ball rolling again. Apparently one PhD study on turbidity (?) is nearing completion. Regional Council have agreed to assist with funding a PhD study more in line with the original proposition and the University of Waikato will assist with a brief for this in line with what we discussed on the day. One of the issues in finding a suitable candidate is that there is not a good pathway to employment for students studying game birds such as swan and few if any supervisors who have any experience in this field. In the meantime we will continue to monitor swan numbers in Tauranga Harbour and lobby for focussed research to be undertaken, not only on the impacts of swan, but on their population dynamics, movements and behaviour, an understanding of which will be essential should a population management plan be required.

## **HABITAT PROTECTION AND MAINTENANCE**

### **Bay of Plenty Regional Council**

Fish and Game is continuing to liaise with BOPRC on the review of the Schedule of Important Trout Habitats in the region. BOPRC is looking at getting various plan changes underway by the end of the year in order to meet new obligations under the National Policy Statement (Freshwater) 2020. Consultation via the RESOF group will be ongoing.

### **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. Akd/Wai Fish and Game Council, with support from Eastern, have appealed a number of matters. Waikato Healthy Rivers plan has since stalled due to recent and upcoming national legislation. There is some concern over the legitimacy of OVERSEER for nitrogen modelling which has been raised through the healthy rivers process. Discussion among the Fish and Game RMA group on this topic is underway.

### **Gisborne District Council**

Following completion of the Gisborne Freshwater Plan, the Motu Catchment Plan process is now underway. Fish and Game has so far had some input to identifying values, and we expect to have a greater involvement in its development during the year. Additionally, stakeholder consultation is scheduled to begin shortly on the Regional Policy Statement, Freshwater Plan amendments, and the Waiapu, Waimata, Uawa, Waipaoa, Wharehika and Hangaroa catchments.

Fish and Game was previously involved in the Bay of Plenty Regional Water Advisory Panel and community catchment groups. Plan Change 9 was eventually withdrawn and the groups' involvement stalled. Council has more recently established a new group to provide advice in relation to policy development for NPSFM implementation. Fish and Game is part of this Rural and Environmental Sector Organisation Forum (RESOF).

Public notification of the draft Bay of Plenty Conservation Management Strategy has been revoked. The purpose of the revocation is to ensure further engagement opportunities are provided. The Department intended to re-notify the draft in 2021. There have been no new developments in this space.

Various Fish and Game regions are currently collaborating on a submission to amend some parts of the NES-Freshwater 2020 that are unacceptable. Of particular interest to Eastern Region are some unreasonably strict regulations around physical works in wetlands, and on the construction of maimai. Some other areas of involvement at a national level include intensive winter grazing provisions, and the Essential Freshwater Work Programme involving Freshwater Farm Plans and Stock Exclusion Regulations.

The Government plans to repeal the RMA and replace it with three new pieces of legislation. RMA staff throughout the country are currently collaborating with a view to providing some formal input in this process.

In 2021 Fish and Game submitted on and attended a hearing on the Western BOP District Council Long Term Plan. The Plan allocates funding to create a new cycle/walkway along the

stop bank adjoining the Kaituna Wildlife Management Reserve. Fish and Game is concerned that this proposal may have significant impacts on the wildlife values and use of the wetland and have opposed its creation. The WBOPDC has since indicated that it will be happy to meet with Fish and Game to discuss our concerns. No new developments to report.

The Department of Conservation is currently in the early stages of a Wildlife Act review process. Fish and Game staff have been collaborating at a national level as a precursor to having an input into the process.

## 1212 Consent Applications

Date	Authority	Applicant	Type	Resource Involved	Action
26/04/22	BOPRC	Payne Farms Ltd	DP- effluent irrigation	Mangakino Stream into Lake Rerewhakaaitu	No concerns

### Consents of Note:

Pioneer Energy which owns and manage the operations of the Aniwhenua Hydro Station has commenced consultation with affected parties to undertake large gravel abstraction operations on the true right bank of the Rangitaiki River, below Rabbit Bridge. The intent of this gravel abstraction is to alleviate constantly accumulating gravels which create a damming hump within the river system and allegedly restrict river flows which results in the flooding of three farms immediately upriver. Similar abstractions occurred in 2010 and 2016.

The applicant sought to undertake works commencing late April and into May 2022. This was discouraged by Fish & Game as it would conflict with duck hunting opening and fall into the period of trout spawning which is known to occur on the true left bank opposite the proposed work site. Windows of opportunity are limited as any earlier timing would conflict with downriver eel migration while late September onwards would conflict with tuna elver transfers – both of which local iwi are very concerned about.

At this stage further ecological reports have been requested as well as some modelling as to how such works may affect adjacent wetland water levels.

It is hoped that Fish & Game, DOC staff and iwi representatives can meet together to have an agreed position, rather than the applicant working through affected parties separately.

At this stage, Fish & Game is not opposed to the gravel abstraction in principle, but it is the timing of the works.

### **Pest Weed Incursions**

The autumn round of aquatic weed spraying overseen by Te Arawa Lakes Trust has been completed this month on the Rotorua lakes.

### **Catfish Incursion Lakes Rotoiti and Rotorua**

From the beginning of the spawning season (September 2021) to mid-May 2022 over 10,000 catfish have been caught and destroyed by community and school volunteers on the ground. Most of these catfish have been at Te Weta Bay and at Te Akau Scenic Reserve from Lake Rotoiti and ranged in sizes from juveniles to adults with the largest being 43cm long. Five

large catfish (40cm+) were caught at Ohinemutu, Lake Rotorua in October 2021, with nothing recorded there since.

This particular pattern is similar to previous years; seeing very high numbers caught between September to May and fewer numbers in the cooler months.

Netting at Te Weta Bay is continuing daily, with four schools currently manning these nets on alternating days, some schools even checking these twice a week. The noticeable loss of contractor Geoff Ewert has meant the heavy reliance on volunteer netting on the ground, but it is hoped Geoff's netting work will continue via Kōura (the boat) to get into the places inaccessible by land.

The programme is slowly being introduced into secondary schools with the hopes of eventually incorporating freshwater biosecurity into the NCEA curriculum (education on pest fish and invasive weeds, their impacts on ecosystems, and kaitiakitanga and responsibility to care for our environment) etc. are all ongoing discussions with keen teachers around the rohe.

### **1221 Reserves Management**

The fourth and final round of reserve mowing has been completed and provides vehicle and walking access to most wetlands managed for hunting by Fish & Game. Due to significant rainfall events in late April many tracks and wetlands had very high water levels which created difficult vehicle access for hunters preparing and accessing for opening weekend. Additional access and water reticulation channel spraying and excavator works also were undertaken in late March to early April. Unfortunately separate excavator contractors damaged one inlet culvert floodgate in Awaiti and this will require replacement post hunting season; and another inlet floodgate was damaged in Orini which will require replacement later in the year when we can lower water levels significantly within the wetland to undertake the works.

We have been advised that the organic farmer adjacent to the Awaiti wetland that has sold his farm has signed an easement registered against the land title securing the water inlet pipe and access for operation and maintenance. This will provide certainty and security around this crucial asset and ensure long term water supply to the Awaiti wetland.

Fortnightly inspections of all the managed wetlands were undertaken prior to the hunting season to ensure good access and optimal water levels, with signage erected to warn general public of hunting within the reserves, and closure of a mountain bike track at Lake Tamurenuī.

### **1231 Respond to Landowner Requests for Assistance**

One new landowner request has been received since the last Council meeting. This is newly acquired land opposite the Kaituna Wetland and the owner is keen to reconnect to the river and restore the remnant oxbow plus create more ponds within the site. BOPRC is actively involved along with local iwi.

Three outstanding habitat designs/requests remain to be followed up with additional advice and one for a funding application with the NZGBHT. These three projects are on hold awaiting the outcome of the review of the NES regulations which is expected in early June 2022. If the review isn't favourable in terms of removing the requirement for resource consents for the



three projects concerned we will assist the landowners to prepare applications for resource consent for their respective work programmes.

### **1232 Habitat Creation and Enhancement**

Downers Contractors, on behalf of Rotorua Lakes Council and under Emergency Works provisions, continues to undertake significant works in and adjacent to the Mangakakahi Stream (a significant spawning tributary of the Utuhina Stream, Rotorua). Works have been prolonged and will continue through the 2022 spawning season. Staff have been working with engineering consultants Tonkin & Taylor regarding fish passage within the new culvert and apron structures to ensure good water passage and minimal impact on the fishery.

Fish & Game staff have visited the sites on the Otara River where BOPRC Rivers and Drainage engineers installed some rock groynes to reduce bank erosion and create aquatic species habitat. Observations to date indicate that minimal benefit is likely to have been added to existing habitat values at this point in time. We plan to let these relatively new structures endure a couple of flood events and re-evaluate their habitat value following that for feedback to the engineers.

## **ANGLER AND HUNTER PARTICIPATION**

### **1311 Maintain & Enhance Access**

Recreational access into Timberlands forests opened on 30 April other than for Waimangu which was delayed into May due to harvesting work. Prior to the forest access opening we angler signage within Kaingaroa Forest. Access is again weekends only and is scheduled to go through to the end of September.

Work on the new angler access track on the Whirinaki River marginal strip between the Mangamate Falls campground and the DOC Rec camp has been completed. Progress on this track has been advised on our Facebook page and has been well received. New access track markers will be placed at track ends to complete temporary track markers placed when it was built.

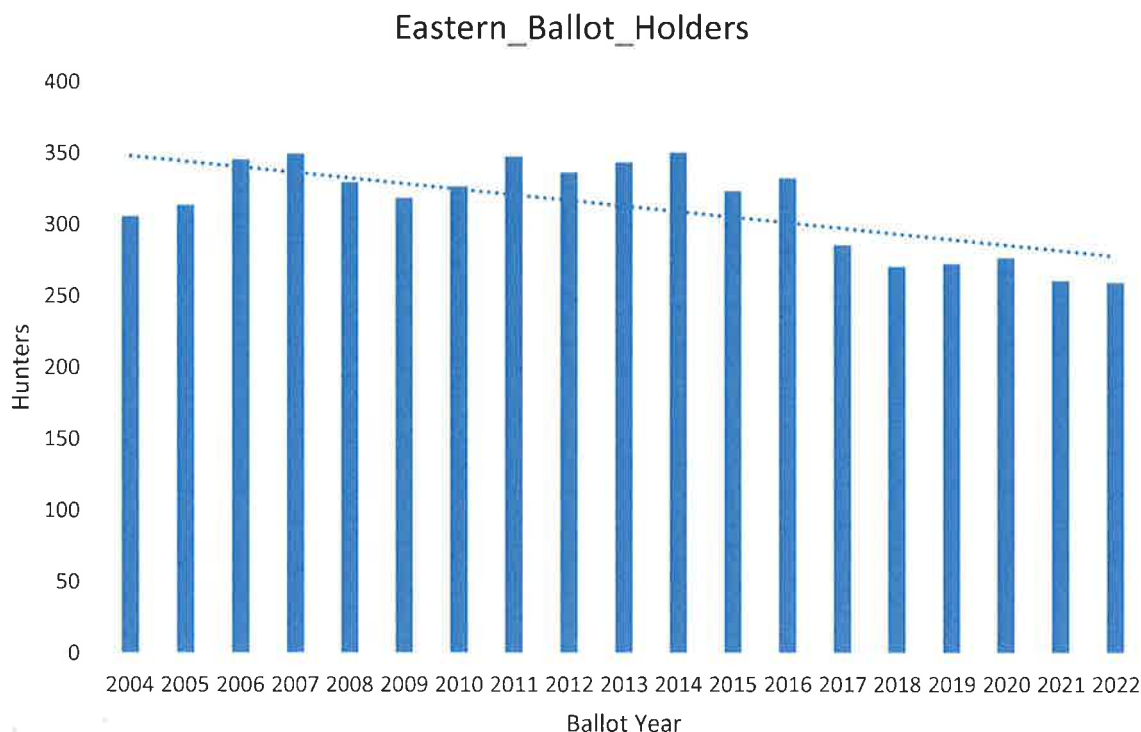
Maintenance of signage and landmark poles elsewhere has been undertaken as required. This has included work in the East Coast/Wairoa area.

### **1331 Electronic Newsletters**

Reel Life E-zine was produced for March and April covering local fishing opportunities and access and liberations news, datawatch and angler diaries. Both Barrels was produced for April covering season prospects.

### **1313 Hunter Ballots**

Eastern Region manages hunting in 18 reserves and wetlands. This year (2022) the number of hunters (260) that went into the ballot for a stand was similar to last year (261) but well down on the 2014 high of 351 (Figure ).



**Figure 1. Hunters that held a stand in the Eastern Region ballot 2004–2022**

### **1333 Fish & Game Website**

Updates or changes to the Eastern Web site included Council agendas and minutes, the Eastern Duck Hunters evening, firearms rule changes and the Te Reinga bridge closure (Ruakituri River).

### **1334 Social Media**

Facebook continues to attract good traffic with over 1,400 organic followers. Our Instagram page is increasing in popularity with almost 228 followers.

### **1354 Fishing Competitions**

Three fishing competition permits were processed for the period.

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

#### **Duck Hunters Event**

A successful duck hunters' evening was held at Paengaroa just before the start of the season, the intention of which was to promote hunting and give practical advice. The event was well advertised both electronically and by print. Fifty people attended and presentations were well received. Feedback included ideas and suggestions on how it could be made better still.

### **Junior Hunts at Waewaetutuki**

All available hunts this year were fully subscribed. At time of writing this only one weekend hunt has been undertaken which resulted in juniors shooting a couple of birds in what were calm and challenging conditions.

### **Take a Mate Hunting**

Seven requests were received to take a mate hunting this year, as was the case last year. This was despite more effort being put into promoting the event via our Facebook page this year. Some confusion around Eastern Region conditions versus those that applied in the Northland and Auckland/Waikato regions this year so staff have agreed to liaise prior to next year's promotions to ensure costs and conditions are aligned. Although the number of participants is not great, all regions experience approximately 15% full licence uptake the following year from those who participated. It is an inexpensive promotion in terms of both advertising and administration.

### **1361 Fish & Game Club Communications**

No club visits were conducted during the reporting period.

### **1371 Fish & Game Huts**

No issues with the huts, and maintenance carried out as required. Wairua Hut is currently being well used by anglers and is in good condition as we go into winter and it receives higher use.

## **PUBLIC INTERFACE**

### **1421 Public Communications**

Andy Garrick provided final input to Dairy NZ's Wetland Practitioner guide for farmers. This is a technical publication primarily concerned with the construction of wetlands to strip sediments, dissolved nitrates and total phosphorus (and to a lesser extent faecal microbes) from farm runoff. The guide carries the Fish & Game logo in addition to those of all others who contributed to it and will be launched at a farmers day event in mid May. A copy of the guide is provided in Vol II of the Papers for Information accompanying this agenda.

### **1451 Education**

No school visits were made during the reported period.

## **COMPLIANCE**

### **1511 Ranging**

Ranging by staff and honorary rangers has been ongoing. Compliance work is now focusing on winter angler surveys and spawning area monitoring. The game season opening weekend ranging operation saw ranging operations carried out in the Gisborne District, Bay of Plenty, Rotorua and areas to the south of it including the Waikato River and hydro lakes. 117 hunters in total were checked on the weekend, with only two lead shot offences needing to be dealt with.

Staff ranged on Lake Waikaremoana on Anzac weekend and attended the Evan Funerals/Tatapouri family fishing competition as weigh masters and spoke at the prizegiving. This was a very well-run family orientated event and it was evident there were many new anglers present.

### **Contacts Year to Date 2021-2022**

Including the game opening weekend we have checked 1,957 anglers and hunters for compliance YTD (19 May 2022). Overall compliance remains in excess of 98 %. Note the table below only shows the May figures for game opening weekend (other May contacts to come).

### **Contacts: Year 2021-2022**

<b>Month</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Last 5 yr average</b>
<b>September</b>	21	21	46	16	51	31
<b>October</b>	836	893	726	724	718	779
<b>November</b>	69	20	126	16	66	59
<b>December</b>	390	309	237	287	182	281
<b>January</b>	195	442	246	404	352	328
<b>February</b>	137	307	265	155	140	201
<b>March</b>	199	180	23	164	93	142
<b>April</b>	178	124	7	153	238	116
<b>May</b>	226	252	143	297	117	230
<b>June</b>	172	168	162	124		157
<b>July</b>	80	63	75	45		66
<b>August</b>	33	54	20	22		32
<b>Total</b>	<b>2,536</b>	<b>2,833</b>	<b>2,076</b>	<b>2,407</b>	<b>1,957</b>	<b>2,272</b>

### **National CLE Liaison Role**

CLE and prosecution advice has been provided to various regions on request. Anthony van Dorp prepared a submission on behalf of Fish and Game NZ on upcoming Arms Regulations changes which will affect shooting clubs and ranges (see June Papers for Information Vol II pp1-6), and as part of this liaised with other organisations including COLFO, Deerstalkers Association, NZ Clay Target Association, NZ Sporting Shooters Association, and Game Animal Council.

### **1521 Ranger Training**

A pre-game opening briefing was conducted with staff and refresher training concerning critical aspects was included in the briefing.

### **Rangers**

Honorary Rangers continue to undertake CLE activities and during the reporting period a number assisted with game opening ranging operations.

### **1531 Prosecutions**

Prosecutions have proceeded with most matters dealt with being resolved via diversion processes.

### Offences 2021-2022 Year:

20 persons dealt with for 24 offences as tabled below.

*Offence table 2021-2022 year to 19/05/2022*

<b>Offence name</b>	<b>Number of offences</b>
Fishing without licence	9
Fishing in closed waters	4
Fishing with more than 1 rod	2
Possession of spear	7
Possession of lead shot ammunition while hunting waterfowl	2
<b>Total number of offences</b>	<b>24</b>

### Offences Pending Resolution

To date (19/05/2022) 15 separate offences involving nine offenders are pending resolution, details as below. Some are historic and have warrants for arrest, and others pending resolution include court prosecutions and diversion processes.

*The table below shows offences currently pending resolution:*

<b>Offence name</b>	<b>Numbers</b>
Fish without licence	9
Illegal tackle	1
Possess net-spear-gaff	1
Fish closed waters	1
False details	2
Possess lead shot	1
<b>Total number of offences</b>	<b>15</b>

## LICENSING

### 1621 Licence Agent Support

Agent requests for licence corrections, brochures, and information was attended to as and when required. Eight visits were made to five agents in Rotorua and Tauranga during the period.

## PLANNING AND REPORTING

### 1812 R3 Programme

Staff met with Steve Doughty (NZC Marketing and Communications Manager) to progress the scoping and development of an R3 plan tailored specifically for Eastern Fish & Game as provided for in our current OWP. Steve has recently resigned from National Office but has been retained part time for a period and will produce a proposal/initial draft for us to consider while still on staff.

### 1821 OWP Preparation

The draft budget for 2022-2023 approved by Council at its April meeting has been updated to incorporate the contestable funding and use of reserve funding applications approved at the

joint managers and NZC meeting in Wellington in late April. Staff hours have also been updated (see Item 9 this agenda).

#### **1841 NZ Fish & Game Liaison**

Kate Thompson continued to provide regular updates of licence sales and other information requests to the New Zealand Council and regions. She has also provided ongoing input to discussions regarding the licence system upgrade.

## 8.3 LICENCE SALES REPORT

24 May 2022

### 1. 2021-2022 Fish Licence Sales

1.1 Fish licence sales for the 2021-22 season compared with the 2020-21 season YTD to 23 May are summarised in Table One and are reporting to be 6.3% below 2020-21 season results.

**Table One: Fish Licence Sales 2021-22 vs 2020-21 YTD results to 24 March 2022**

Licence Category	Agency Online	Public Online & Call Centre	Total YTD 2020-21	Agency Online	Public Online & Call Centre	Total YTD 2021-22	Inc/Dec on prior Season
<b>Fish Adult</b>							
Family Season	1,218	1,413	2,631	1,106	1,427	2,533	-98
Season Non-Resident	1,050	1,227	2,277	975	1,161	2,136	-141
Loyal Senior	23	36	59	13	32	45	-14
Local Area Adult	273	249	522	269	267	536	14
Winter Adult	983	679	1,662	894	623	1,517	-145
Long Break Adult	157	219	376	109	228	337	-39
Short Break Adult	23	33	56	12	24	36	-20
Day	355	720	1,075	240	589	829	-246
Day Non-Resident	1,175	2,197	3,372	912	2,172	3,084	-288
<b>Total Adult</b>	<b>5,272</b>	<b>6,865</b>	<b>12,137</b>	<b>4,552</b>	<b>6,621</b>	<b>11,173</b>	<b>-964</b>
<b>Fish Junior</b>							
Season	205	214	419	176	215	391	-28
Season Non-Resident	2	2	4	0	4	4	0
Day	129	229	358	103	173	276	-82
Day Non-Resident	3	4	7	2	8	10	3
<b>Total Junior</b>	<b>339</b>	<b>449</b>	<b>788</b>	<b>281</b>	<b>400</b>	<b>681</b>	<b>-107</b>
<b>Fish Child</b>							
Season Non-Resident	0	0	0	0	2	2	2
Day Non-Resident	0	2	2	0	4	4	2
<b>Total Child</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>6</b>	<b>6</b>	<b>4</b>
<b>Total Fish</b>	<b>5,611</b>	<b>7,316</b>	<b>12,927</b>	<b>4,833</b>	<b>7,027</b>	<b>11,860</b>	<b>-1067</b>
<b>Whole Season Equivalent (LEQ)</b>			8,830			8,271	-559
<b>Variance between Seasons</b>							-6.3%
<b>\$ (excl GST)</b>			<b>\$1,021,216</b>			<b>\$985,387</b>	<b>-\$35,829</b>

### Summary 2021-2022 Season YTD Actual vs Total Budget

2021-22 Annual Budgeted FISH LEQs	8,554	100.0%	\$1,019,001
2021-22 Actual	8,271	96.7%	\$985,387
<b>Variance to budget</b>	<b>-283</b>	<b>-3.3%</b>	<b>-\$33,614</b>

### Estimate of Complete Season 2021-22 vs Total Budget 2021-22 based on current YTD variance

2021-22 Budgeted LEQ's	8,554	100.0%	\$1,019,001
2020-21 Complete Season LEQ's	9,199		\$8,171,225
2021-22 Est. year end based on current variance	8,617	100.7%	\$1,026,558
<b>Est Shortfall/Surplus 2021-22 Season vs Budget</b>	<b>63</b>	<b>0.7%</b>	<b>\$7,557</b>

1.2 A small improvement of 0.7% is seen in Fish licence sales since the last report. Non-resident licence sales in April and May are a little higher than last season likely due to the re-opening of the border.

1.3 The licence sales budgets for the 2021-22 year were set at conservative levels and as a result it is expected that Eastern Region's sales will meet the adjusted sale targets.

## **2. 2022 Game Licence Sales**

2.1 Game licence sales for the 2022 Game Bird Hunting season compared with the 2021 season to 23 May are summarised in Table Two.

2.2 Game licence sales are currently reporting to be just 0.3% behind the 2021 season results for the same period.

2.3 Game licence sales targets were also set conservatively and as a result the Game licence sales to 23 May 2022 have exceeded the budget by 227 LEQs (8.3%) YTD.

**Table Two: Game Licence Sales 2021-22 vs 2020-21 YTD results to 24 March 2022**

Licence Category	Agency Online	Public Online & Call Centre	Total YTD 2020-21	Agency Online	Public Online & Call Centre	Total YTD 2021-22	Inc/Dec on prior Season
<b>Game</b>							
Adult Season	2,471	455	2,926	2,471	447	2,918	-8
Adult Day	16	18	34	12	19	31	-3
Junior Season	228	63	291	242	47	289	-2
Junior Day	0	0	0	0	0	0	0
Child Season	107	19	126	108	13	121	-5
<b>Total Game</b>	<b>2,822</b>	<b>555</b>	<b>3,377</b>	<b>2,833</b>	<b>526</b>	<b>3,359</b>	<b>-18</b>
<b>Whole Season Equivalent (LEQ)</b>			<b>2,992</b>			<b>2,981</b>	<b>-10</b>
<b>Variance between Seasons</b>							<b>-0.3%</b>
<b>\$ (excl GST)</b>			<b>\$244,538</b>			<b>\$248,877</b>	<b>\$4,338</b>

### **Summary 2021-2022 Season YTD Actual vs Total Budget**

2021-22 Annual Budgeted Game LEQs	<b>2,754</b>	<b>100.0%</b>	<b>\$229,867</b>
2021-22 Actual	<b>2,981</b>	<b>108.3%</b>	<b>\$248,877</b>
<b>Variance to budget</b>	<b>227</b>	<b>8.3%</b>	<b>\$19,010</b>



## **9. 2022-2023 OPERATIONAL WORK PLAN**

**Ref: 8.02.01**

**27 May 2022**

### **1. Purpose**

To receive the updated draft Operational Work Plan prepared for the 2022-2023 year and approve its circulation to clubs and other interested parties for feedback prior to final sign off.

### **2. Background**

Operational Work Plans are developed over several months from February onwards, and involve a review by Council of strategic priorities in addition to core functions, project objectives and allocation of resources. No amendments to priorities were made at Council's February meeting, and the draft work plan and budget were approved by Council in April. Also approved at April's meeting were two contestable funding bids totalling \$47,308, and two applications to draw down funding of \$12,994 from our general reserves. These were subsequently reviewed by regional Fish & Game managers and the NZ Council on 28 and 29 April respectively and approved subject to reconfiguration of two of the applications (see next section). The approved funding has been incorporated into the second draft of the 2022-2023 OWP which has been provided as a PDF accompanying this agenda. This latest draft of the plan also includes updated hours and internal costs.

### **3. Resourcing the Work Plan**

The first draft of the 2022-2023 draft and budget was prepared in accordance with NZ Council's budgeting process and base funding of \$1,083,357.

The two applications made to the nationally administered contestable funding pool comprised \$37,308 for staff salary adjustments based on the annual CPI rate to December 2020 of 5.9%, and \$10,000 towards reinstating our weekend hatchery and grounds position. The applications to use general reserves were for \$2,994 to make up for loss of interest income, and for \$10,000 to counter the effects of the significant increases in fuel costs. However, rather than approving Eastern's application for \$2,994 from its reserves to offset loss of interest income, the NZC approved a different approach to interest where it will in future be budgeted alongside licence revenue each year to avoid impacting regional budgets when interest rates fluctuate annually. This effectively removes our need to incorporate an interest budget where in some years we might have additional funds and in others we are short and having to reduce expenditure within other areas of the budget to compensate. To remove the interest component from the budget an amount of \$11,032 was approved from the licence fee to provide for this and this figure was taken from the 2020-21 budgets where interest rates were at a higher level than they are now. The net effect of removing the \$9,505 that had been budgeted for interest income in Eastern's 2022-23 budget and the amount approved of \$11,032 has generated a surplus of \$1,527. This amount has been applied to our FBT budget where we're likely to be incurring increased costs in the near future. In addition to approving this the NZC also approved our bid for \$10,000 to cater for increases in fuel costs but rather than from reserves it again elected to cover this from licence income.

Incorporating these into our budget for 2022-2023 elevates our baseline budget to \$1,151,059 (subject to Ministerial approval of Fish & Game's proposed licence fees for 2022-23 (see Agenda Item 10).

This funding, along with \$10,000 remaining from the \$20,000 approved from our non-resident fund reserve in the 2018/19 OWP for the Lake Tarawera food web study has also been incorporated into the second draft of the OWP, as has \$8,000 from the Waikaremoana Sports Fish Habitat Enhancement Fund. The latter is to offset staff time and expenses as agreed to by Council at its last meeting [22/04/22.2].

#### **4. Comparison of Resourcing for the 2022-2023 OWP and the 2021-2022 OWP**

The main changes to the 2022-2023 OWP versus the 2021-2022 OWP at an output class level are as below:

<b>Output</b>	<b>2022-23 External Costs</b>	<b>2021-22 External Costs</b>	<b>2022-23 Hours</b>	<b>2021-22 Hours</b>	<b>Hours Difference</b>	<b>% Change</b>
Species	\$117,450	\$117,870	6,007	6,910	-903	-13.1%
Habitat	\$20,200	\$20,900	3,188	3,188	0	0.0%
Participation	\$9,800	\$14,950	1,936	1,968	-32	-1.6%
Public	\$1,500	\$5,500	970	764	206	27.0%
Compliance	\$7,000	\$7,000	1,370	1,400	-30	-2.1%
Licensing	\$600	\$600	282	292	-10	-3.4%
Council	\$5,000	\$6,000	457	481	-24	-5.0%
Planning/Reporting	\$18,500	\$18,350	994	977	17	1.7%
<b>TOTAL</b>	<b>\$180,050</b>	<b>\$191,170</b>	<b>15,204</b>	<b>15,980</b>	<b>-776</b>	<b>-4.9%</b>

The total output hours for the draft 2022-2023 OWP are 15,204 hours compared to 15,980 hours last year, and overhead/administration staff hours are 6,950 compared to 7,156 hours last year.

#### **5. Next Steps**

- Staff will incorporate any amendments to the draft 2022-2023 plan that Council might seek as an outcome of this meeting.
- The draft will then be circulated to clubs and interested parties for comment with feedback required prior to the end of July.
- Council will formally approve the plan at its August meeting after taking into account any submissions received on it and determining whether these require amendments to the plan.

#### **6. Recommendations**

- 6.1** *That Council receives the second draft of the 2022-2023 OWP and identifies any amendments it wishes be made to it prior to its circulation to other parties for comment.*

## 10. 2021-2022 LICENCE FEES

Ref: 6.01.04

25 May 2022

### 1. Purpose

To review the licence fees and a new licence category recommended for the 2022-2023 year.

### 2. Background

All regional budgets along with the NZ Council budget are assessed in April in accordance with national budget policy. A key element of the policy is that budgets provide a level of base funding sufficient to meet the core operations of each region and the NZ Council. Any increase to base funding for a particular region or the NZ Council must be done through a contestable bidding process. Once forecasted licence sales and overall funding requirements for Fish & Game nationally have been assessed the NZ Council recommends licence fees for both the fish licence and the game licence.

Licence fees for the coming 2022-2023 sports fishing and game bird seasons were considered at the managers' meeting on 28 April 2022 and by the NZ Council on 29/30 April. Following that Carmel Veitch (CFO, NZ Council) produced a paper for consultation with regions and this is appended to this agenda item.

The paper describes the legislative background and the budget for setting the licence fee. It includes information on use of LEQ targets, a review of the contestable funding applications, and funding allocated for research and for RMA/legal cases. The NZC report concludes with the recommendations:

1. *That the 2022/23 adult whole season sports fish licence fee is set at \$145 and that the adult whole season game licence is set at \$107 (inclusive of a \$5 fee for the Game Bird Habitat Stamp), with all proportional changes to remaining licence fees and categories including a \$5 fee being added to the sea run salmon licence endorsement (as a cost-recovery mechanism).*
2. *That, additional to the above licence fee increase, the adult whole season non-resident licence fee is increased to \$250 and that the fee for the remaining non-resident licence categories are increased on the same ratio.*
3. *That a new licence category is established called a Designated Waters Licence, available as a free season endorsement to resident anglers and as a day licence to non-resident anglers at a fee of \$50.*

Fish & Game's Licence Working Party (LWP) put a considerable amount of time and thought into forecasting licence sales for 2022/23. The managers also put considerable effort into discussing whole season licence fees during the budget round and review of contestable fund applications. On this basis the proposed fees in the first of the recommendations above were considered justifiable, and defensible as they are in line with current CPI. It is important that Fish & Game keeps pace with increases in operational costs and staff salaries to retain staff in an increasingly competitive market.

In its second recommendation the NZC proposes that the non-resident whole season licence fee be increased from \$185 to \$250. This proposition was presented to the NZC without supporting information or impact assessment until several weeks later (see June Papers for Information Vol 1 pp6-9). It was not shared with, or able to be considered by the LWP beforehand and therefore wasn't taken into account in forecasting licence income for the next financial year. Staff suggest an increase of this magnitude requires further research and analysis, and Council might also want to reflect on the likelihood that Government would undoubtedly be very concerned about the potential impact of this on tourism.

If Council decides to support the \$250 non-resident fee, consideration should be given to whether or not the standard ratios should be applied to the day licence. If the standard ratio was applied, the fee for an adult non-resident day licence would go from \$35 to \$47 and for a junior and child from \$21 to \$28 - which could impact significantly on uptake and participation of non-residents visiting the Rotorua lakes.

The NZC's third recommendation is to create a new licence category called a Designated Waters Licence. Our understanding is that this was also put to the NZC without supporting background or impact/risk assessment. Since then retrospective papers have been produced (see Papers for Information Vol 1 pp1-5 and 9-11). Fish & Game currently has a well advanced "sensitive fisheries" review process underway which it has put considerable investment into. Until this has run its course it seems ill-timed and inappropriate to be establishing a new category of licence aimed at discouraging non-resident anglers from fishing waters highly valued by resident anglers. If regional Fish and Game Councils opt to endorse this licence category and its differential fees, the NZC seeks an indication as to whether they intend to recommend any waterways as Designated Waters for the 2022/23 season.

Another item added to the NZC budget without prior notice or background assessment was to allocate \$500,000 for implementation of the Ministerial Review (refer Ray Grubb's letter page 56 this agenda). Again, this was not considered during the contestable funding discussion with managers and does not include any detail in relation to costings. The result of adding this item would be that each council would be running a deficit budget to be taken from reserves (see Table 3, page 51) which in Eastern Regions' would amount to \$13k.

To enable the NZ Council to consider feedback and make recommendations to the Minister of Conservation at its 16 June 2022 meeting, responses to these changes are requested by 14 June 2022.

### **3. Recommendation**

- 3.1 *That the Eastern Fish and Game Council supports the proposed licence fees for 2022-2023 of \$145 (GST inclusive) for the Adult Whole Season Fishing licence, and \$107 (GST inclusive) for the Adult Whole Season Game licence (which includes \$5 for the Game Bird Habitat Trust), with proportional changes to remaining licence fees and categories including a \$5 fee being added to the sea run salmon licence endorsement.***
- 3.2 *That Eastern Fish and Game Council determines its position on NZ Council's other recommendations including the \$500k it has proposed be drawn from regional reserves to fund implementation of the Ministerial Review.***

## FISH AND GAME NZ LICENCE FEE RECOMMENDATION CONSULTATION

### **1. Proposal**

The New Zealand Fish and Game Council (NZC) is seeking consultation from Fish and Game Councils on the 2022/23 licence fee recommendations.

NZC met with regional managers on 29<sup>th</sup> April to consider the 2022/23 budgets and licence fees. Following that meeting, NZC agreed to recommend an increase of \$8 to the sports fish adult whole season licence and an increase of \$6 to the game adult whole season licence (plus an increase of \$1 for the Game Bird Habitat Stamp). In recommending these fees, NZC also recommended that all other licence categories increase on the agreed proportions (apart from the adult whole season non-resident licence, which is recommended to increase to \$250). A full list of recommended licence fees and categories is detailed in the schedule at the end of this paper.

### **2. Background**

Legislation provides for the following:

Section 26Q of the Conservation Act 1987 sets out the functions of Fish and Game Councils. Subsection (1)(d)(a) requires councils:

*to assess the costs attributable to the management of sports fish and game;*

Section 26Q(1)(d)(ii) requires Fish and Game councils:

*to develop and recommend to the New Zealand Fish and Game Council appropriate licence fees to recover costs and game bird habitat stamp fees;*

Section 26C(1)(e) requires NZC:

*to recommend to the Minister of Conservation an appropriate fee for fishing and hunting licences, after considering the views and recommendations of Fish and Game Councils.*

Section 26C(1)(ia) also requires NZC:

*to recommend to the Minister, after considering the views and recommendations (if any) of Fish and Game Councils and the New Zealand Game Bird Habitat Trust Board, an appropriate fee in respect of any game bird habitat stamp and the form of such stamps (the form of the stamp to be approved as part of the 2011 Game Notice).*

Operationally, national policy of NZC specifies that all expenditure needs to be approved as part of the budget round, including capital expenditure and expenditure from reserves for all councils.

### **3. Reserves**

In the May 2020 NZC meeting, in response to Covid, the Council set the minimum level of reserves to 20% of total budget for all councils. This level of general reserve is considered adequate to provide security against fluctuations in income and to ensure adequate operational cash flow.

The budget policy specifies that all expenditure from general and dedicated reserves needs to be approved by NZC as part of the budget round, or by making an application for Exceptional Funding. There are consequences across all sectors of the organisation when any council's reserves are reduced in a manner inconsistent with this policy.

#### 4. Budget Process

The method of increasing funding levels for individual councils is through a contestable funding application at the April budget setting meeting. Applications can be for either a one-off funding allocation for a specific project, or for ongoing additional funding. The latter in effect raises the total baseline funding level for that council.

The funding required to cover base funds and approved contestable funding is assessed against the expected licence sales for the year ahead (established from the last two years of actual sales), to determine the new licence fees.

This process is summarised in the following budget cycle:

Feb	NZC set Regional base funds for the 2022/23 year at 9,810,978.  All council budgets reviewed against audited actual expenditure. Budgets over or under 10% variance are reported against, reviewed and discussed at a meeting of regional managers. The variance reports for the 2020/21 year were prepared and discussed.
March	Preparation of business and operational work plans for new financial year (NFY)  Draft budgets developed by NZ and regional F&G councils.
April	Councils apply for 'new' contestable funding with applications circulated beforehand, reviewed against criteria, considered and prioritised at the meeting of regional managers, which recommends the allocation of contestable funds, research and legal fund allocations and new licence fees for NFY.
	NZC make recommendation on licence fees, having considered base funding levels and contestable fund applications, and send to regional councils for consideration.
May/June	Regional councils consider NZC licence fee recommendation. Due back to NZC 14 <sup>th</sup> June.
	NZC consider regional response and finalise licence fee recommendations for approval by the Minister of Conservation.

The recommended licence fee is effectively set by dividing the sum of the proposed budgets of the 13 Councils by the number of the adult whole season licence equivalents that F&G NZ expects to sell during the year (LEQ targets).<sup>2</sup>

<sup>2</sup> A licence equivalent (LEQ) sets the adult whole season licence as the standard unit of measure with a value of one (1) and other categories of licence are amalgamated as adult whole season equivalents in accordance with their proportionate value of the adult whole season licence. For example, the value of a junior whole season licence is 20% of an adult whole season licence. Therefore 5 junior whole season licences equal 1 LEQ.

## 5. 2022/23 Licence LEQ Forecast

The following table represents the approved forecast for the Licence sales for Fish and Game for the 2022/23 season. Total LEQs for Fish were estimated at 70,627, and 32,553 for Game.

The forecast which was recommended by the Licence working party, has taken into consideration the return of Overseas anglers (post Covid).

	2019-2020		2020-2021		2022-2023		2022-2023	
	LEQ'S (Actual)		LEQ'S (Actual)		LEQ'S (Extrapolated)		LEQ'S (LWP Recommend)	
	Fish	Game	Fish	Game	Fish	Game	Fish	Game
Northland	315	1,610	262	1,626	236	1,626	218	1,626
Auckland-Waikato	3,754	6,256	3,790	6,515	3,790	6,515	2,966	6,515
Eastern	9,035	2,750	9,206	3,041	9,206	3,041	8,565	3,041
Hawkes Bay	2,477	1,637	2,572	1,849	2,572	1,849	2,532	1,849
Taranaki	792	994	897	1,110	897	1,110	855	1,110
Wellington	3,030	3,134	3,251	3,406	3,251	3,406	3,312	3,406
Nelson-Marlborough	4,105	816	3,484	923	3,173	923	3,753	923
North Canterbury	11,346	2,314	11,475	2,507	11,475	2,507	10,816	2,507
West Coast	1,768	380	1,881	391	1,881	391	1,805	391
Central South Island	11,476	2,092	11,699	2,172	11,699	2,172	11,648	2,172
Otago	14,467	3,867	14,537	4,179	14,537	4,179	15,541	4,179
Southland	8,088	4,628	7,742	4,834	7,569	4,834	8,617	4,834
<b>Total</b>	<b>70,652</b>	<b>30,478</b>	<b>70,796</b>	<b>32,553</b>	<b>70,285</b>	<b>32,553</b>	<b>70,627</b>	<b>32,553</b>

*Note that these figures did not take into account the decision by the NZC to increase the non-resident licence to \$250 as no research has been undertaken to determine the impact of this change on licence sales (italics inserted by Eastern staff).*

## 6. Interest Income Forecast

It was agreed to take Interest Income out of the Councils' individual budgets, as Interest Income fluctuates due to Interest rates and reserves held by a Council. An ongoing Contestable fund application of \$133,227 across all Councils was approved for loss of Interest Income.

Interest Income will be treated in the same way as Licence Income. The following table outlines the Interest Income for each Council. A total of \$106,034 is forecast for the 2022/23 year.

<b>INTEREST INCOME BUDGET 2022 23</b>		
<b>Council</b>	<b>Y ECash Reserves</b>	<b>Budget interest 2022/23 1.5%</b>
Northland	316,992	4,314
Auckland/Waikato	464,710	6,324
Eastern	698,451	9,505
Hawkes Bay	617,065	8,397
Taranaki	108,564	1,477
Wellington	655,658	8,923
Nelson-Marlb	218,652	2,976
Nth Canterbury	425,908	5,796
West Coast	293,170	3,990
Central SI	816,924	11,117
Otago	1,125,874	15,322
Southland	862,321	11,735
NZ/National	1,187,318	16,158
<b>Total</b>	<b>7,791,606</b>	<b>106,034</b>

**The following components featured in the 2022/23 budget discussions:**

### **7. Contestable Funding Applications**

A total of 83 contestable funding applications were received (up from 62 last year), seeking additional funding of \$1,748,254 (last year \$1,219,639). This excludes the \$50,000 from the Northland Restricted Reserve, which did not need approval via the National Budget Round.

Budgets for all councils making application for increased funding were received and circulated for review prior to the April Managers meeting.

### **8. Contestable Funding Managers Recommendations**

Managers considered all contestable funding applications and assigned each a priority rating. This was then explained at a joint meeting with NZC. The outcome recommended that applications totalling \$1,481,814 (\$142,430 from reserves) be funded, including provision for national RMA/legal funding.

Of this, \$708,604 (\$142,430 from reserves) was recommended for funding on a one-off basis, meaning this funding would be freed-up and become available in next year's budget round.

### **9. Research Fund Allocation**

To avoid inflating the budget in any one year an allocation is made annually to the Research Fund. The annual Research Budget has been split between General Research (\$100k) and the National Anglers Survey (\$30k).

There were 3 applications to the Research Fund considered by the Managers:

- a. Licence Scoping Study \$3,500
- b. Angus & Associates proposal \$65,000 and
- c. Women Anglers in Aotearoa – understanding women's participation and perspectives in freshwater fishing \$20,000.



NZC agreed to fund (a). However, they have requested that the Research Strategy Subcommittee work with Angus & Associates to refine (b) before being brought back to the executive committee for approval. As proposal (c) was a late paper it has not been considered by NZC, however they have delegated authority to the executive committee to approve this proposal.

There was also an application within the Contestable Funding round for \$25,000 per annum (ongoing) towards the co-funded PhD research with Cawthron institute on ecology, conservation and management of trout and trout fisheries in New Zealand. However, in light of the current state of the research budget NZC have agreed to fund this out of the research fund on an ongoing basis (but as a separate line item, akin to the National Anglers Survey).

## **10. Staff Development Fund**

A staff scholarship of \$10,000 is available annually for Fish and Game staff to apply for support from the organisation for national and international study, work experience or participation in events or conferences.

There were no formal applications to this fund for the 2022/23 year. However, the Contestable funding application from the RMA team for \$10,000 for professional development was approved from the Staff Development Fund.

## **11. RMA/Legal Fund Allocation**

The RMA/legal fund receives budget allocations on a reimbursement basis. It covers payment of costs through a national fund rather than separate funding allocations in individual council's budgets where approved legal projects occur.

It was agreed that contestable funding of \$350,000 be allocated to the national legal pool fund for this 2022/23 year, a decrease of \$150,000 from last year.

The NZC approved \$50,000 to Nelson/Marlborough for the Marlborough Environment Plan (MeP) appeals mediation process, permitted activity status for maimai.

The application from North Canterbury for \$103,000 (\$73k for legal expenses and \$30k for expert hydrology and ecology advice) was not considered as additional information was requested. NZC have, however, delegated the decision to the executive committee on this application.

## **12. Review Implementation Costs**

NZC recommends that \$500,000 be approved for the costs associated with implementation of the Review. These costs include employing a change manager, drafting of policy, governance training and consultation with the licence holders, iwi and the wider public.

Please see the attached letter from the NZC Chair (page 56).

### 13. 2022/23 NZC Contestable Funding Approval and 2022/23 Budgets

The NZC approved contestable funding applications to a total value of \$1,877,814. Of this \$789,211 was ongoing from the Licence fee, \$886,174 was one off from the licence fee, and \$202,430 one off from reserves. CPI on salaries of 5.9% was approved to all Councils who applied.

*Eastern staff comment: a table listing all approved contestable funding applications is available on request.*

The proposed budget for the 13 Fish and Game councils for 2022/23 (including funding from reserves) is \$11,686,092. Individual budgets are shown in the table below alongside the previous financial year (both shown as GST exclusive):

<b>National Budget</b>	<b>Approved 2021/22</b>	<b>Approved 2022/23</b>
<b>Northland</b>	550,915	534,860
<b>Auckland\Waikato</b>	810,240	855,684
<b>Eastern</b>	1,141,059	1,151,697
<b>Hawkes Bay</b>	376,208	380,624
<b>Taranaki</b>	376,464	370,769
<b>Wellington</b>	696,199	734,853
<b>Nelson-Marlb</b>	466,818	522,548
<b>Nth Canterbury</b>	834,773	914,882
<b>West Coast</b>	346,448	351,136
<b>Central SI</b>	735,030	791,033
<b>Otago</b>	1,039,442	1,129,840
<b>Southland</b>	713,199	700,801
<b>NZC only</b>	1,102,607	1,130,765
<b>National inc Research</b>	1,598,536	2,116,600
<b>3 TOTAL</b>	<b>10,787,938</b>	<b>11,686,092</b>

### 14. NZ Game Bird Habitat Stamp

The NZC approved an increase of \$1 to the Game Bird Habitat Stamp for the 2022/23 year in December 2021, upon the advice of the Game Bird Habitat Trust. This takes the GBHT stamp levy to \$5.

### 15. Licence Fee Recommendations from Managers

The Managers recommended that the Licence fee increase by CPI to \$145 for Fish and \$107 for Game.

<sup>3</sup> National issues include the cost of shared services benefiting the organisation nationwide, such as the special editions of the F&G magazine, the F&G NZ website, licence administration system, administration of elections, ranger health & safety training, etc. Commission is paid to licence sale agents (mostly retailers). Current policy sets commission at 4.5% per licence sold. Commission funding is aligned to both the licence sales estimate taken into the budget system and the subsequently adopted licence fee.

The Managers also recommended a sea run salmon licence endorsement of \$5 and a Back Country licence endorsement of \$5 per region. However, NZC did not endorse the increase to the backcountry licence endorsement but they did support the sea run salmon licence endorsement.

## 16. NZC Licence Fee Recommendation

NZC recommend that the 2022/2023 licence fee be based on a sports fish adult whole season fee of \$145 and the game adult whole season licence \$107 (inclusive of the Game Bird Habitat Stamp) (GST inclusive) and for all other licence categories to increase proportionally. This represents an increase consistent with CPI.

Additionally, NZC recommended the Non-Resident Licence adult whole season licence be increased to \$250 (GST inclusive), and for all other non-resident licence categories to be increased on the same proportions.

Recommended licence fees are set out in the schedule at the end of this paper.

<b>Licence Forecast 2022 2023</b>			
	<b>Total Licence Comms/Fee</b>		<b>Net licence</b>
	<b>Income</b>	<b>Expense</b>	<b>Income</b>
<b>Northland</b>	171,650	7,724	163,926
<b>Auckland\Waikato</b>	951,819	42,832	908,987
<b>Eastern</b>	1,349,624	60,733	1,288,891
<b>Hawkes Bay</b>	483,273	21,747	461,526
<b>Taranaki</b>	206,246	9,281	196,965
<b>Wellington</b>	719,734	32,388	687,346
<b>Nelson-Marlborough</b>	555,095	24,979	530,116
<b>North Canterbury</b>	1,586,056	71,373	1,514,683
<b>West Coast</b>	262,269	11,802	250,467
<b>Central South Island</b>	1,661,249	74,756	1,586,493
<b>Otago</b>	2,330,177	104,858	2,225,319
<b>Southland</b>	1,515,246	68,186	1,447,060
<b>NZC only</b>	-	-	-
<b>TOTAL</b>	<b>11,792,438</b>	<b>530,660</b>	<b>11,261,778</b>

## 17. Modification to Licence Categories and Ratios with Whole Season Fees

The NZ Council agreed that the sports fish categories and ratios be broadly maintained as in previous years.

There are, however, three exceptions to this:

### 1. Addition of fee for sea run salmon licence endorsement

To recoup on the administrative costs of running the sea run salmon season bag limit system it is proposed that a fee of \$5 will be charged for the sea run salmon licence endorsement. This fee will only be applicable to regions that are operating a season bag limit scheme – currently, North Canterbury and CSI.

2. Addition of designated waters licence category with fee

NZC has agreed to a new licence category called a 'Designated Waters Licence'. This licence category would operate as a per diem fee of \$50 for non-resident anglers and as a free season endorsement for resident anglers.

Regional Fish and Game Councils would recommend the waterways for which a Designated Waters Licence would be required as part of their Anglers Notice and Backcountry Fisheries recommendations. The Designated Waters Licence would initially operate independent of the backcountry licence scheme (although there may/will be overlap), however it is intended this be incorporated into one scheme in the future.

If no or minimal regions indicate that they intend to recommend a waterway as a designated water for the 2022/23 season then NZC have agreed that this licence category will be withdrawn from the submission to the Minister and work on this will be deferred until the following year when it is incorporated into a comprehensive pressure sensitive fisheries management system.

*Note from Eastern staff: NZC staff advice and more detail relating to this proposed licence category is provided in the Papers for Information accompanying this agenda (Vol 1 pages 1-5 and 9-11) and similarly for the proposed increase to the non-resident licence fees as outlined below (Vol 1 pages 6-9).*

3. Increase the whole season non-resident licence fee to \$250

NZC is proposing that the non-resident whole season licence fee is increased from \$185 to \$250. If approved, the non-resident whole season licence would be 1.72x the resident fee. The non-resident junior and child whole season licences, and non-resident day licences (adult, junior and child) would increase by the same proportion. These specific fees are set out in the appended schedule (page 55).

For both the Designated Waters Licence and the increase to the whole season non-resident licence (i.e. above the current 0.35x non-resident levy that is held in reserve) there are three primary options as to where the additional licence monies could be held:

- a) Nationally, to fund pressure sensitive fisheries management; or
- b) Regionally, in the region the licence is purchased in, and;
  - a. either held in the same reserve as the non-resident levy; or
  - b. held as general licence income subject to the levy/grant system.

This question will need to be resolved prior to 2022/23 licences going on sale.

## **18. Use of Reserves & Impact on Reserves**

The recommendation for licence fees of \$145 and \$107, along with the recommendation of a total budget of \$11,686,092 requires Regions to use their reserves to cover the shortfall of \$132,008. This represents a 1.15% use of reserves.

Additionally, five Councils are required to use their reserves to cover one off projects for the year (\$202,430).

No Council's reserves are forecast to fall below 20% in the 2022/23 year.

## **19. Conclusion**

The NZ Council seeks consultation from Fish and Game Councils on the following points:

### **1. The licence fees and categories as set out in the appended schedule; and specifically**

- **That the 2022/23 adult whole season sports fish licence fee is set at \$145 and that the adult whole season game licence is set at \$107 (inclusive of a \$5 fee for the Game Bird Habitat Stamp), with all proportional changes to remaining licence fees and categories including a \$5 fee being added to the sea run salmon licence endorsement (as a cost-recovery mechanism).**
- **That, additional to the above licence fee increase, the adult whole season non-resident licence fee is increased to \$250 and that the fee for the remaining non-resident licence categories are increased on the same ratio.**
- **That a new licence category is established called a Designated Waters Licence, available as a free season endorsement to resident anglers and as a day licence to non-resident anglers at a fee of \$50.**

### **2. NZC further seeks an indication from Fish and Game Councils as to whether they intend to recommend any waterways as a Designated Water for the 2022/23 season.**

To enable the New Zealand Council to consider feedback and make recommendations to the Minister of Conservation at its June 16<sup>th</sup> 2022 meeting, responses to these changes are requested by **14th June 2022**.

  
Brian Anderton  
Acting Chief Executive

**Schedule of F&G NZ's proposed Licences & Fees for 2022/23 (inclusive of GST)**

<b>Sports Fish Licence</b>		<b>2021/22</b>	<b>2022/23</b>	
<b>Category of licence</b>	<b>Class of applicant</b>	<b>Current fee \$</b>	<b>Proposed fee \$</b>	<b>Fee difference</b>
Whole season (1 Oct – 30 Sep)	Adult	137	145	\$8.00
	Junior	27	29	\$2.00
	Child	free	free	Nil
Family		178	188	\$10.00
Non-resident Whole season	Adult	185	250	\$65.00
	Junior	35	47	\$12.00
	Child	35	47	\$12.00
Winter (1 Apr – 30 Sep)	Adult	82	87	\$5.00
Loyal senior	Adult	116	123	\$7.00
Local area	Adult	110	116	\$6.00
Short-break	Adult	49	52	\$3.00
Long-break	Adult	96	101	\$6.00
Day	Adult	22	23	\$1.00
	Junior	5	5	Nil
Non-resident Day	Adult	35	47	\$12.00
	Junior	21	28	\$7.00
	Child	21	28	\$7.00
Back country		free	free	Nil
Controlled-period		free	free	Nil
Sea Run Salmon		free	\$5	\$5.00
Designated Waters	Day	N/A	\$50	N/A/

<b>Game Bird Licence*</b>		<b>2022</b>	<b>2023</b>	
<b>Category of licence</b>	<b>Class of applicant</b>	<b>Current fee \$</b>	<b>Proposed fee \$</b>	<b>Fee difference</b>
Whole season (primarily first Sat in May to 31 Aug)	Adult	100	107	\$7.00
	Junior	23	25	\$2.00
	Child	4	5	41.00
Day (available from 2nd Monday of season)	Adult	23	25	\$2.00
	Junior	8	9	\$1.00

All licence category fees are set as a percentage of the fish or game adult whole season fee and rounded to the nearest \$, hence in some instances the fee difference remains nil.

\*Game bird hunting licence fee includes the \$5.00 NZ Game Bird Habitat Stamp – an increase of \$1 per licence sold.

Notes:

- A junior means a person aged 12 years or over, but under 18 years at the start of the season
- A child means a person aged under 12 years at the start of the season.
- Back country and controlled-period licence means an endorsement on an adult or junior whole season or family fish licence with special conditions for fishing specified waters.
- Whole Season for sports fish extends from 1 October through to 30 September the following year.
- Whole Season for game birds can extend from the first Saturday in May to beyond the traditional closing dates for upland game hunting at the end of August due to special season conditions between February to April the following year for some species, eg. Paradise shelduck and Pukeko.
- A Game Bird Habitat Stamp fee of \$5.00 (incl GST) is payable on all categories of game hunting licence and is included in the fees shown in the game hunting licence table above.



Dear Chairs,

As part of the budget setting process NZ Council has resolved that \$500,000 is allocated to the implementation of the Review, with the employment of a professional change manager for a year a primary consideration.

Our recommendation is that it be part of the licence fee budget; other budget provisions such as contestable funds may need to be taken from reserves.

A detailed budget will be prepared for this \$0.5M once the merger picture is determined.

Thanks

A handwritten signature in black ink, appearing to read 'Ray'.

Ray  
Chair  
NZ Council

## **11. ANGLERS NOTICE REVIEW**

**File: 1.07.01**

**1 June 2021**

### **1. Purpose**

To finalise Anglers Notice regulation recommendations for the 2022-23 angling season.

### **2. Background**

The Anglers Notice sets regional sports fishing regulations and any changes from one season to the next go through a consultation process with licence holders and interested parties before being recommended to the Minister of Conservation. Sports fishing regulations are set to ensure the sustainability of fisheries without unnecessarily restricting angler opportunities.

Immediately following Council's February meeting, staff emailed regional angling clubs, DOC, Te Arawa Lakes Trust and Te Uru Taumatua to advise the biennial review of the Notice was underway and to invite any feedback they might have. Anglers and other potentially interested parties were invited to do the same via social media. A number of submissions were received which were considered at Council's April meeting, and Council resolved to recommend a change to the regulations which would enable the use of scented soft baits to be used in all lure (fly/spin) fishing waters [22/04/13.3].

Since then no additional feedback or correspondence has been received and the process can be wound up. The final date for communicating recommendations to National Office is 24 June 2022.

### **3. Recommendations**

***3.1 That Council forwards its recommendations for the 2022-23 Anglers Notice to the NZC Office for communication to the Minister, and in so doing concludes the Anglers Notice Review process for the 2022-23 season.***



## **12. SENSITIVE EXPENDITURE POLICY UPDATE**

**Ref: 7.02.02**

**25 May 2022**

### **1. Purpose**

To review and update Eastern Fish and Game Council's Sensitive Expenditure Policy.

### **2. Background**

In its Audit Management Letter for the year ended 31 August 2021 our auditor, Owen McLeod & Co Ltd, drew our attention to a need to update Council's 2009 Sensitive Expenditure Policy to bring it in line with the Office of the Auditor-General's updated guidance (refer June Papers for Information).

Council's current policy is provided in the pages following, and proposed amendments and additions to the policy to update it in accordance with the Office of the Auditor-General's October 2020 good practice guide for public organisations have been tracked into this document for transparency and Council to review.

### **3. Recommendations**

***3.1 That Council agrees to staff's proposed updates to its 2009 Sensitive Expenditure Policy.***

POLICY – ~~AUGUST-JUNE 2022~~009

## EASTERN FISH AND GAME COUNCIL CONTROLLING SENSITIVE EXPENDITURE POLICY

Ref: 7.02.02

~~July-2009~~Policy Owner: ~~\_\_\_\_\_~~ Eastern Fish and Game Council

Date approved: 9 June 2022

Next review date: June 2025

### Introduction

1. The Council agrees that it has a responsibility to ensure that **sensitive expenditure** incurred by the Eastern ~~Region~~-Fish and Game Council must clearly be linked to the business of the Council. The Council has agreed on the fundamental principles of this Policy, and has delegated responsibility for the implementation and monitoring of this Policy to the ~~Regional-Manager~~Chief Executive.
2. The Council requires the ~~Regional-Manager, as the chief executive~~Chief Executive ~~as and~~ the Council's most senior employee, to implement and manage this Policy. The ~~Regional-Manager~~Chief Executive may, from time to time, further delegate some of their responsibilities, and all such delegations must be attached as appendices to this Policy.
3. This Policy must be read in conjunction with other Council Policies, and the exercising of all authority ~~and~~ may not exceed an individual's established level of delegated authority.
4. Sub Policies directly linked to this policy include:
  - Travel Policy – Appendix I
  - Entertainment Policy –Appendix II
  - Gift Policy – Appendix III
  - ~~\_\_\_\_\_~~ Credit Card Policy – Appendix IV
  - ~~\_\_\_\_\_~~ Private Use of an Organisations Suppliers – Appendix V
  - ~~\_\_\_\_\_~~ Payments to Councillors for Reimbursement of Expenses – Appendix VI
5. Eastern ~~Region~~-Fish and Game Council spends licence holder's money, and all such spending must meet standards of probity that will enable it to withstand Parliamentary and licence holder scrutiny.
6. This policy outlines the Council's procedures for dealing with **sensitive expenditure**, to ensure payments for goods and services are subject to proper authorisation and controls.

**What is Sensitive Expenditure?**

7. “**Sensitive Expenditure**” is expenditure within Eastern ~~Region~~ Fish and Game Council that could be seen as giving some private benefit to an individual staff member or council member that is additional to the business benefit. Travel, accommodation, and hospitality spending are examples of areas where problems often arise. It also includes expenditure that could be considered unusual for the purpose/or function of the Council, for example purchasing gifts to acknowledge someone that provides a service free of charge.

**Principles applicable to sensitive expenditure**

8. Expenditure decisions need to:
- have a justifiable business purpose;
  - preserve impartiality;
  - are made with integrity;
  - are moderate and conservative, having regard to circumstances;
  - are made transparently; and
  - are appropriate in all respects.
9. Approval of items that are considered to be **sensitive expenditure** ~~should~~**will** be:
- given only when the person approving the expenditure is satisfied that a justified business purpose and other principles have been adequately met;
  - ~~given before the expenditure is incurred, where practical;~~
  - made within the statutory limits of Fish and Game Council’s delegations;
  - made only when budgetary provision and delegated authority exist; **and**
  - given by the Chief Executive or a person senior to the person who will benefit or who might be perceived to benefit ~~for~~from the sensitive expenditure, where possible or in the case of:– sensitive expenditure by the Chief Executive, approval will be given by two staff or Council members. Where this is not possible, this fact should be recorded, and any such expenditure should be subject to some form of monitoring; ~~and:~~
  - ~~Authorised~~authorised by the Regional Manager prior to the expenditure taking place.
  - Refer to Appendix I of the Eastern ~~Region-Council~~ Operational Work Plan (OWP) for the internal systems and procedures for approval of project expenditure. All expenditure must fall within the Direct Cost of the annual OWP for any output area.

### Spending limits

10. Expenditure over the value of \$50 that might be considered **sensitive expenditure** must be approved by the **Regional Manager/Chief Executive**. Note any spending should be approved by a person that is more senior to the person who will benefit or might be perceived to benefit or in the case of sensitive expenditure by the Chief Executive, approval will be given by two staff or Council members.
11. Expenditure over the value of \$1500 that might be considered **sensitive expenditure** must also be approved by the Council. This should occur at an ordinary meeting, where possible. However, if a decision needs to be made prior to the next ordinary meeting the Chair must get written approval from fellow Councillors that they agree and accept the **sensitive expenditure** before the **sensitive expenditure** is incurred.

### Monitoring and reporting

~~12. Any expenditure which is considered to be sensitive by type or nature will:~~

- clearly state the business purpose of the expenditure;
- be the original document (such as tax invoices) or electronic copies that are retained in a way that preserves the integrity and completeness of the document;
- document the date, amount, description, and purpose of small expenditure when receipts are unavailable (e.g. vending machines, koha
- be submitted promptly after the expenditure is incurred

~~12. Any expenditure which is considered to be sensitive by type or nature shall be reported to the Council at an ordinary meeting within the financial reports.~~

~~13. A schedule of sensitive expenditure will be held and reported to the Council.~~

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### Approval

~~13.~~ When the Council approved this Policy it agreed that no variations of this Policy or amendments to it can be made except with the unanimous approval of the Council.

~~14.~~ As part of its approval the Council requires the **Regional Manager/Chief Executive** to circulate this Policy to all staff, and for a copy to be included in the Eastern Fish and Game Council Policy Manual, copies of which shall be available to all staff. The Council requires that the **Regional Manager/Chief Executive** arrange for all new staff to be made familiar with this Policy and other policies approved by the Council.

POLICY – ~~AUGUST-JUNE 2022~~2009

\_\_\_\_\_  
Signed

Barry Roderick

Council Chairperson

On behalf of, and with the authority of the Eastern Council on \_\_\_\_\_

*Approved Council meeting ~~19-August-2009~~ June 2022*

Reference:

“Controlling ~~s~~Sensitive ~~e~~Expenditure:— ~~G~~guidelines for ~~p~~Public ~~o~~rganisations~~E~~ntities”  
By the Office of the Auditor General ~~2007~~October 2020

### Appendix I to Policies on Controlling Sensitive Expenditure

#### SUB POLICY - TRAVEL

##### Principles

1. The Council agrees to ensure that:
  - the travel expenditure is on the Council's business, and the Eastern ~~Region~~ Fish and Game Council obtains an acceptable benefit from the travel when considered against the cost;
  - expenses are reimbursed on an actual and reasonable basis; and
  - staff and/or councillors that are required to travel on business do not suffer any negative financial effect.

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##### Process for Making Travel Arrangements

2. All booking for international and domestic travel is to be conducted through the Eastern ~~Region~~ Fish and Game Council's normal purchase procedures. This includes the booking of accommodation, flights and rental cars when appropriate.
3. In order to secure the most cost effective bookings the use of the internet to book, accommodation, flights and rental cars will be accepted.

##### Travel within New Zealand

4. It is to be transparent and must relate to an Eastern ~~Region~~ Fish and Game Council need.
5. All domestic air travel is to be economy class.
- 5.6. ~~It is appropriate to book flexible flights during the Covid pandemic.~~

##### International Travel

- 6.7. Prior to international travel being undertaken, the traveller must be given a copy of this policy and be required to sign it off to signify that they have read and understood it.
- 7.8. All international travel ~~should~~ must be authorised by the Council before it is commenced. A proposal must be put to the Council detailing the purpose of the trip, the expected benefit to the Council which will arise from the trip and an estimate of the costs of the trip. The Council will approve the travel via the normal Council meetings.
- 8.9. At the end of the trip overseas, the traveller must prepare a trip report, which details the costs incurred during the trip, activities which took place during the trip and the benefits to the Council and the Eastern ~~Region~~ Fish and Game Council of the trip.
- 9.10. All international air travel is to be economy class.
11. If a staff member has a travel time without a stopover in excess of 20 hours, a rest period of 24 hours before commencing work is permitted.

##### Private travel combined with work travel

12. ~~Staff members can go on private travel before, during, or at the end of travel paid for by the Eastern Fish and Game Council, provided there is no additional cost to the organisation and the private travel is only incidental to the business purpose of the travel. Any additional costs (for example, travel insurance) need to be identified and reimbursed as soon as is practicable after they have been incurred.~~

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##### Accommodation

- 11.13. Staff and councillors requiring accommodation on Fish and Game Council business ~~should~~ must opt for cost effective but not superior accommodation, and must be prepared to justify exceptions to this rule to the Council.

## POLICY – ~~AUGUST-JUNE 2022~~2009

- ~~12-14.~~ Staff and councillors who stay privately will be reimbursed on production of receipts, for koha or for the cost of a gift given to the people they have stayed with. Prior to travel the staff member ~~should-must~~ receive authorisation for the value of the intended koha/gift. (Refer to Gift Policy)

### Vehicles

- ~~15.~~ When using rental cars, staff should opt for good but not superior model vehicles and ~~should-must~~ be prepared to justify any exceptions to this rule to the Council.
- ~~13.~~
- ~~16.~~ Staff use of private vehicles for work related activities is only to be approved, if travel by no other means is more practical, and cost effective, to be approved by the ~~Regional Manager~~Chief Executive and reimbursement will be at the rate specified by the Council.
- ~~14-17.~~ The driver, not the Council, will pay fines (parking or traffic offences) incurred while using a rental or private vehicle on business.
- ~~15-18.~~ If taxis are used, then staff should pay for the taxis out of their own pocket, obtain a receipt and seek reimbursement through petty cash or as part of an expense claim.

### Reimbursement of Expenses

- ~~16-19.~~ The reimbursement for business related travel expenses is on the basis of actual and reasonable costs. Actual and reasonable expenditure is defined as “the actual cost incurred in the particular circumstance, provided that it is a reasonable minimum charge”.
- ~~20.~~ For travel within New Zealand, actual and reasonable expenses are those incurred above the normal day to day costs. For example, a staff member would normally incur personal expenditure for lunch on a daily basis and the cost of lunch when travelling ~~should-will~~ not be reimbursed unless the costs are greater than that normally incurred.
- ~~17-21.~~ The exception to this rule is if the lunch is a working lunch and the staff member has prior approval from the Chief Executive in advance.
- ~~18-22.~~ All personal expenditure is to be met by the staff member. Examples of this are mini bar purchases, in house movies, laundry and private phone call charges are to be paid separately by the travelling staff member.
- ~~19-23.~~ All receipts must be retained and attached to the travel claim. The claim is to be authorised on a one-up basis.
- ~~20-24.~~ For expenditure incurred in New Zealand of value greater than \$50 (including GST) there should also be a GST invoice to ensure that GST can be reclaimed by the Eastern ~~Region~~ Fish and Game Council.
- ~~21-25.~~ Authorisation can still be given for expenditure less than \$50 where there is no receipt, for example if it is not practical to obtain a receipt or if the receipt is lost. The expenditure can be reimbursed provided there is no doubt about its nature or the reasons for it.

### Discretionary Travel Benefits

- ~~22-26.~~ Travel benefits, including airpoints and loyalty scheme rewards/points (Flybuys, Global, etc), accrued from official travel are able to be redeemed for personal use.
- ~~23-27.~~ Staff must travel by the most direct route unless scheduling dictates otherwise.
- ~~28.~~ The Eastern ~~Region~~ Fish and Game Council will not meet expenses incurred on behalf of a spouse or travelling companion. ~~In the event of a person travelling with an employee, a reconciliation of expenses should clearly demonstrate that the Eastern Region Fish and Game Council did in no way incur additional expenditure.~~

POLICY – ~~AUGUST-JUNE 2022~~2009

Spouses, partners, or other family members accompanying travel

29. The Eastern Fish and Game Council will not contribute to the travel costs of accompanying spouses, partners, or other family members. In the event of a person travelling with an employee, a reconciliation of expenses must clearly demonstrate that the Eastern Fish and Game Council did in no way incur additional expenditure.

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**Appendix II to Policies on Controlling Sensitive Expenditure**

**SUB POLICY - ENTERTAINMENT**

**Purposes of Entertainment**

1. Entertainment expenditure in general will be for the following purposes:
  - Building relationships and goodwill
  - Representation of the Eastern Fish and Game Council in a social situation
  - Hospitality provided in the course of Eastern Fish and Game Council business to external parties
  - Internal social functions or functions to develop internal organisational efficiencies
  - ~~Recognising significant business achievement~~
  - ~~Building revenue~~
2. The purpose of all purchases should be transparent and the amount expended able to be demonstrated as reasonable and appropriate.

**Eastern Fish and Game Council Events and Staff Meetings**

3. This includes conferences, seminars, workshops, training courses and meetings.
4. When deciding upon a venue, staff ~~should—must~~ take into account location, accommodation standard and tariff rates. They should give due consideration to the nature of the event, total cost, expectations of participants and their home location.
5. When deciding upon catering, staff ~~should—must~~ take into account the nature of the event and the quality of food required. Lunch should only be provided for staff meetings where it is not possible to arrange the meeting for a period which avoids the lunch break.

**Alcohol Purchases**

6. The Eastern Fish and Game Council ~~should—must~~ only purchase alcohol for entertainment purposes.
7. Purchases are usually for the consumption by councillors, staff and guests at Eastern Fish and Game Council hosted events. The amount expended needs to be demonstrably reasonable and appropriate for the event and should be sufficient for moderate consumption only.

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**Recognising Achievements**

8. ~~Organisations often spend money on events to recognise milestones, such as farewells, retirements, and staff achievements. This can include spending on functions, gifts, and other items.~~
9. ~~The Eastern fish and Game Council expects any expenditure of recognising achievements or other milestones to be pre-approved by the Chief Executive (or in the case of the Chief Executive, by the Council) and to be moderate, conservative, and appropriate for the number of years' service in the case of milestones.~~

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**Appendix III to Policies on Controlling Sensitive Expenditure**

**SUB POLICY - GIFTS**

**Giving Gifts**

1. The Council accepts that there may be rare occasions when it is appropriate to give gifts to persons or organisations that offer significant services to Fish and Game without charging for these services.
2. The cost of a gift ~~should~~shall be modest, reasonable and appropriate for the circumstances.
3. All gifts ~~should~~must be purchased through the Eastern Fish and Game Council's normal purchase procedures.
4. Gifts must not be given in lieu of remuneration or remunerative benefits for employment; nor should they conflict with the terms of contract agreements for employees
5. A full register must be maintained of all gifts given, including why the gift was given, what the gift was, what the gift cost (or what the gift was worth, if it was acquired at less than full value) and who it was given to. The Council will review this register periodically.
6. If the gift is to be given during international travel, then the staff member ~~should~~must receive authorisation for the value of the intended gift before the travel. If the need to purchase a gift arises unexpectedly during international travel, then a full record of the gift should be added to the gift register. The cost of such a gift ~~should~~must be justifiable to the Council.

**Receiving Gifts**

7. Gifts ~~should~~must not be accepted if there is possibility or concern that their acceptance could be seen by others as an inducement or a reward that might place the recipient under an obligation or alter a recipients decision making.
8. Staff can receive and retain gifts that are inexpensive and openly distributed by suppliers or clients (eg pens, badges, confectionary, calendars etc)
9. If the gift is more valuable then the recipient must disclose the gift to the ~~Regional Chief Executive~~Manager. The gift ~~should~~must remain the property of the Council to use unless the Council agrees to an exception.
10. A formal register of gifts must be kept if the gift is in excess of \$50 in value or is attractive in nature. Gifts regarded as attractive in nature include jewellery, watches and electronic items.

**Appendix IV to Policies on Controlling Sensitive Expenditure**

**SUB POLICY - CREDIT CARDS**

**Process for Issue of Credit Cards**

1. Credit cards ~~should~~ are only be issued to staff members after being authorised by the Council.
2. A register of cardholders ~~should~~ will be maintained.
3. The limits set for credit card use should not exceed the overall financial delegation of the cardholder. Any variations require Council approval.
4. Prior to the card being issued, the recipient must be given a copy of this policy and be required to sign it off to signify that they have read and understood it.

**Procedures to be Followed when Using the Card**

5. The credit card is not to be used for any personal expenditure.
6. The credit card will only be used for:
  - ~~payment of actual and reasonable travel, accommodation and meal expenses incurred on Eastern Fish and Game Council business.~~
  - ~~approved online purchases where it is efficient and convenient to do so (such as Road User Charges and software purchases)~~
7. All expenditure charged to the credit card should be supported by:
  - ~~A credit card slip~~
  - A detailed invoice or receipt to confirm that the expenses are properly incurred on Eastern Fish and Game Council business
  - ~~For expenditure incurred in New Zealand of value greater than \$50 (including GST) there should also be a GST invoice to support the GST input credit is required~~
  - ~~All staff credit card expenditure must be reviewed and approved by the Chief Executive (in the case of the Chief Executive, expenditure will be reviewed and approved by the Office Manager and Council that their bi-monthly meetings)~~
8. ~~The credit card statement should be certified by the cardholder as evidence of the validity of expenditure. Credit card payments made on the internet need to reflect good security practice, such as purchasing from reputable companies. The card holder needs to keep copies of any online order forms completed when making purchase and be consistent with normal purchasing controls.~~
9. ~~All purchases should be accounted for within 5 working days of receiving a credit card statement. the transaction.~~
10. ~~The credit card statement should be certified by the cardholder as evidence of the validity of expenditure.~~

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**Cash Advances**

- 10.11. Cash advances are not permitted except in an emergency.
- 11.12. Where cash advances are taken, the cardholder must provide a full reconciliation, with receipts wherever possible, of how the cash was used. Any unspent monies must be returned to the Eastern Fish and Game Council.

**Discretionary Benefits**

POLICY – ~~AUGUST-JUNE 2022~~2009

~~12.13.~~ Any benefits of the credit card such as a membership awards programme are only to be used for the benefit of the Eastern Fish and Game Council. They ~~should-will~~ not be redeemed for personal use.

**Cardholder Responsibilities**

~~13.14.~~ The cardholder ~~should-will~~ never allow another person to use the card.

~~14.15.~~ The cardholder must protect the pin number of the card.

~~15.16.~~ The cardholder must only purchase within the credit limit applicable to the card.

~~17.~~ The cardholder must notify the credit card company and the Eastern Fish and Game Council immediately if the card is lost or stolen.

~~16.18.~~ Misuse of the credit card by the card holder will result in removal of the credit card and closure of the account.

~~19.~~ The cardholder must return the credit card to the Eastern Fish and Game Council upon ceasing employment there or at any time upon request by the Council.

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**Appendix V to Policies on Controlling Sensitive Expenditure**

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**SUB POLICY – PRIVATE USE OF AN ORGANISATIONS SUPPLIERS**

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**Principles**

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~~1.~~ The New Zealand Fish and Game Council has access to a number of suppliers which offer discounts for goods and services. Staff have access to these on a limited basis subject to the arrangements below.

~~2.~~ The supply of goods and services to the organisation and/or its staff for a discounted rate will not influence the organisation's choice of suppliers or give those suppliers a preferential position.

**Process for purchasing private items from the organisations suppliers**

~~3.~~ A private purchase order must be obtained from the administration officer or CEO before good or services are acquired via supplier accounts for private use.

~~4.~~ Cost of the goods must not exceed \$500 in a single purchase.

~~5.~~ Staff will pay in full within 7 days and must not use the organisation as a source of credit.

**Other conditions related to private purchases from suppliers**

~~6.~~ Staff must not use purchasing privileges on behalf of any third party, such as family members or friends.

~~7.~~ Resources of the New Zealand Fish and Game Council, including staff time, will not be used to procure goods or services for employees' personal benefit.

Appendix VI to Policies on Controlling Sensitive Expenditure

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SUB POLICY – PAYMENTS TO COUNCILLORS FOR REIMBURSEMENT OF EXPENSES

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Principles

1. Under section 26M of the Conservation Act – No remuneration is payable to members of the Council
2. Councillors will be appropriately reimbursed for expenses incurred whilst carrying out their function of a Councillor.

Types of Reimbursements

3. Travel expenses incurred in travelling to and from meetings. These include but are not limited to: parking costs, flights, accommodation, meals and reimbursement for personal use of vehicle.
4. Vehicle reimbursement rates are determined annually by the IRD reimbursement rates for Diesel, petrol and electric powered vehicles.
5. The Chair shall be reimbursed for use of their telephone. The rate determined for reimbursement is equivalent to the NZC current cell phone plan.
6. The Chair may be reimbursed for stationary, postage and other reasonable costs incurred for New Zealand Fish and Game business.

Process for reimbursing expenses

7. All Councillors must fill in a reimbursement form with attached receipts. These must be sent to accounts for payment.

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### **13. LIAISON OFFICERS REPORTS**

#### **13.1 Conservation Boards**

- Bay of Plenty Conservation Board

#### **13.2 Reports from Other Agencies**

- Department of Conservation

#### **13.3 Report from New Zealand Council**

- Cr Debbie Oakley

## 15. PUBLIC EXCLUDED SESSION

Ref: 9.01.01

30 May 2022

### 1. Purpose

To critically analyse options that have been proposed for the amalgamation of regional Fish and Game Councils in the upper North Island and approve minutes from Council's most recent public excluded sessions.

### 2. Resolutions

**2.1** *That pursuant to Section 48 (1) of the Local Government Official Information and Meetings Act 1987, the public be excluded at ... pm from the following parts of the proceedings of this meeting, namely to review draft meeting minutes and analyse structural review options for the Eastern Fish & Game Council*

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
Confirmation of public excluded minutes from Council meetings on 9 December 2021 and 7 April 2022.	Good reason to withhold exists under section 9 of the Official Information Act 1982	Section 48(1)(a)(ii)
Critically assess structural review options for the Eastern Fish & Game Council.	Good reason to withhold exists under section 9 of the Official Information Act 1982	Section 48(1)(a)(ii): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

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 that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM	REASON UNDER ACT	SECTION	PLAIN ENGLISH REASON
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.
Protect information which is subject to an obligation of confidence ... where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied.	Sec 9(2)(ba)(i)	Disclosing the information would jeopardise the relationship with the supplier because the supplier may no longer trust the Council to hold its information in confidence.	Not unless there is a public interest in disclosure of the specific information.

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.”

**2.2** *That Council moves out of public excluded at ... pm.*

**2.3** *That the public be re-admitted to the meeting at ... pm.*