



**HAWKE'S BAY  
FISH AND GAME COUNCIL**

***MEETING  
AGENDA***

**Tuesday 2 November 2021**

## AGENDA

### For a Meeting of the Hawke's Bay Fish and Game Council

**Venue:** Hawke's Bay Fish & Game Office  
22 Burness Road  
Greenmeadows  
**NAPIER**

**Date:** **Tuesday 2 November 2021**

**Commences:** **6.00 PM**

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**MINUTES OF THE HAWKE'S BAY FISH AND GAME COUNCIL  
MEETING HELD AT THE GAME FARM ON TUESDAY 17 August 2021  
AT 6:00PM**

**PRESENT:**

Councillors Bates (Chairman), Niblett, Williams, Lumsden, MacKay, Bowcock, Duley (via audio-conference)

**IN ATTENDANCE:**

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

**1 Welcome (6.00 PM)**

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

**2 Apologies**

Apologies received from Cr.s Nimon, Hern and Elstone

**3 Minutes of the previous meeting (9th June)**

There is a small numbering discrepancy. 9.1 should read 10.1

***3.1 That having previously been circulated to members, the minutes of the meeting of the Hawke's Bay Fish and Game Council held on the 8<sup>th</sup> June 2021 are a true and accurate record with the above change noted.***

***Bowcock/Mackay***

**4 Matters Arising**

Nothing tabled

**5 Notification of Items of General Business**

- Using backcountry fisheries reserve for purchasing of toilets for fishing spots lacking facilities.-Cr. Bates
- Access to our region's rivers for hunting-Cr. Mackay
- Purchasing of a video conference setup for Council meetings and to aid staff in light of likely future amalgamations-Cr. Mackay

**6 Conflict of Interest Register**

The conflict of interest register was passed around and signed. Sam Robinson declared a conflict as a director of Brownrigg Agriculture as the company is mentioned in relation to access issues in the management report.

**7 Health & Safety Report**

***That Council accepts the health and safety report***

***Williams/Mackay***

**8 Approval of the 2020/21 Operational Work Plan**

Jesse provided an update on the changes to the hours budget. Nick Page (Field Officer) has notified us that he will be taking unpaid leave when his baby is born and afterwards as a primary caregiver. Christine has now taken over the role of bi-monthly finance reports and is cleaning the office regularly. The hours budget has been modified accordingly. All direct costs have remained the same.

***4.1 That Council approves the Operational Work Plan and budget for the 2021-2022 year subject to the inclusion of any amendments agreed to at this meeting, and;***

**4.2** *That Council delegates authority to the Regional Manager to approve expenditure during the year as set out in the Council approved Operational Work Plan and budget.*

*Niblett/Bowcock*

## **9 Annual Review of Managers Performance**

In the past we have had two Councillors plus the Chair undertake this review along with Digby Livingstone (HR professional). It was suggested that the review continue in this format.

*That Council convene a committee consisting of the Chairman, Cr. Bowcock and Cr. Mackay to conduct a review of the Managers performance.*

*Williams/Niblett*

## **10 Threshold Management of Waterfowl in the Hawke's Bay Fish and Game Region**

Discussion centred around the ineffectiveness of bag limits as a way of regulating waterfowl populations. Season length can have a greater effect as shooting paired-up waterfowl will undoubtedly have a negative impact on population size.

Bag limits are currently set based on population estimates. Council does not have a high level of confidence in the population estimates generated via banding and aerial trend counts. It is therefore prudent to set season conditions for a longer period of time (subject to change if monitoring shows drastic population change). This will avoid changing season conditions annually based on population estimates Council does not have confidence in.

*That Council sets a season length of eight weeks and an eight bird-per day limit for mallards for future seasons. Season conditions are to be revisited if monitoring suggests a large change has occurred within the population.*

*Williams/Bowcock*

*That the season conditions for paradise duck matches that of mallard.*

*Niblett/Mackay*

*That season length for hunting of black swan matches that of mallard with a 3 bird per day bag limit.*

*Mackay/Williams*

## **11 Liaison Officers Reports**

Cr. Duley had previously distributed the most recent draft NZC minutes to Council.

Discussion centred around the vote on pheasant preserves. The vote was 7-4, although another councillor who could not attend had also indicated support for the majority view.

## **12 Operational Reports**

### **12.1 Management Report**

Jesse provided an update on access issues within the region including a large cycleway development in Central Hawke's Bay.

### **12.2 Finance Report**

Discussion around court costs and fines issued to those who broke the rules while hunting this past gamebird season.

*That the payments for May and April 2021 totalling \$61,478.12 be approved*

*That the finance report be accepted for the two months ended 30 June 2021*

*Mackay/Bowcock*

### **12.3 Licence Report**

*That Council accepts the licence report*

*Niblett/Mackay*

**13. Public Excluded Meeting**

It was noted that one of the reasons for entering public excluded (TANK plan change submission) was incorrect.

*That the public be excluded from the following parts of the proceedings of this meeting, namely a discussion on updates on the Ministerial review of Fish and Game*

*Mackay/Bowcock*

*7:30pm*

*That the public meeting resumes.*

*Bowcock/Niblett*

*7:45pm*

**General Business**

Staff are instructed to approach Regional/District Councils regarding providing of toilets at certain fishing areas to prevent degradation of popular areas and loss of access through private land.

It was suggested that governor-governor meetings be set up between our Hawke's Bay Fish and Game Council and Regional/district Councillors. Regional councillors are likely unaware of access issues for our region's hunters and anglers. As river corridors are shared spaces, there should be some middle ground to allow for safe hunting in these areas.

Staff are instructed to present options at the next meeting of Council for purchasing of a video-conference system. Initial investigations suggest that this may cost around \$2,000.

**14 Meeting closes**

**8:00pm**

**MINUTES OF THE HAWKE'S BAY FISH AND GAME COUNCIL MEETING  
HELD VIA VIDEO CONFERENCE ON TUESDAY 22 SEPTEMBER 2021 AT  
6:00PM**

**PRESENT:**

Councillors Bates (Chairman), Niblett, Williams, Lumsden, Mackay, Nimon,

**IN ATTENDANCE:**

Jesse Friedlander (Regional Manager)

**1 Welcome (6.00 PM)**

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

**2 Apologies**

No apologies received.

**3 General Business**

Cr. Bates requested that Council discuss the appointment of councillors outside of the region in which they reside.

**4 Decision on wage subsidy received due to covid-19 restrictions during the 2019/20 financial year.**

Discussion centred around whether paying the subsidy back would negatively impact our ability to carry out our work. The subsidy would be paid out of the 2020/21 salaries budget and therefore would not impact our current financial year.

HBF&GC did not apply for the most recent wage subsidy as staff believe that the impact on licence sales of the 2021 lockdown will be short lived.

*That Council makes a full and final decision to pay back the \$28,118.40 wage subsidy received during the 2019/20 financial year, effective as at 31 August 2021*

*Niblett/Williams*

**5 General Business**

An ex F&G staff member has put their name forward as a councillor outside of the region in which they reside. This person will now likely be elected to the NZC. Is this appropriate and should the Fish and Game review implementation deal with this issue while making other legislative changes?

Recommendation 8 from the review would partially solve this issue if implemented as it would mean that NZ councillors would be elected independently.

It was broadly agreed that the appointment in question is inappropriate. Cr. Bates will draft a letter to NZC for Council's consideration at our November meeting.

**Meeting Closes 6:45pm.**

## 6. CONFLICT OF INTEREST REGISTER

### 1. Purpose

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

### 2. Background

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

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

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

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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.

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

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

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

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

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

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

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

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

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

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



**3. Recommendation**

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

## **7.0 HEALTH AND SAFETY REPORT**

### **1. Background**

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

1. Implementation and adherence to the Health and Safety policy/manual – including H&S 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. H&S incidents – near misses or injuries sustained, plus updates on past events;
6. Recommendations.

### **2. August/September/October 2021 update**

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

During the recent covid level 4, staff worked from home. Christine is now equipped with a computer at home and our files have been put on the cloud and so are easily accessible if staff are having to work from home in the future.

During covid alert level 3, the office was closed to the public and staff staggered office hours to avoid unnecessary contact. The office opened to the public at alert level 2, however staff remain vigilant and ensure that visitors adhere to all standard protocols.

Ranging by honorary rangers was halted during covid alert level 3 and 4. Staff have sent masks to rangers for use while conducting compliance checks during alert level 2. Guidelines on conducting compliance checks during alert level 2 have also been sent to rangers.

#### **Tailgate/H&S forms used:**

- 01/02/03 October Opening day/weekend ranging.

### **3. Monitoring and Reporting**

Workplace Accident Register

As at 19 October 2021

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

### **4. Training programme**

- Blair Whiting (casual field officer) has received Saint Johns First Aid training.

**5. H&S incidents and near misses**

Nothing to report

**12.2. Recommendations:**

*That Council accepts the health and safety report*

## **8. FAREWELL TO DEPARTING COUNCILLORS**

### **1. Purpose**

To acknowledge the commitment and contribution of those members of Council whose term in office has recently concluded.

### **2. Background**

Five councillors from the previous term did not reapply for the 2021-2024 term.

### **3. Recommendation**

***3.1 That Council acknowledges and records its appreciation of the commitment Cr Dave Hern, Cr Paul Elstone, Cr Mark Pinker, Cr Bruce Nimon and Cr Tony Hickmott (resigned December 2020) made to Fish & Game and the Hawke's Bay Region in particular.***

## **9. Election of New Zealand Fish and Game Council Appointee and Regional Chairperson**

### **1. Purpose**

To meet the statutory requirements relating to the appointment of a Hawke's Bay Council member to the New Zealand Fish and Game Council, and to appoint a Regional Chairperson.

### **2. Background**

The Fish and Game Council Elections Regulations 1990 state that the new Council must meet within three weeks of taking office to appoint a member to the New Zealand Fish and Game Council as follows:

#### ***26 Appointment of members of New Zealand Fish and Game Council***

*(1) The first meeting of each newly elected Fish and Game Council shall be held not later than 3 weeks after the date the members came into office.*

*(2) At the first meeting of the Council members shall appoint one of their number to be a member of the New Zealand Fish and Game Council.*

*(3) The appointment shall be by majority vote of the Council.*

*(4) Members of the New Zealand Fish and Game Council shall remain in office as long as they remain members of the appointing Fish and Game Council, except that where a majority of the members of the appointing Fish and Game Council pass a resolution that a vote be taken on a new appointment prior to expiry of the term, then a vote shall be taken and the successor shall serve out the remaining period of the term.*

The statutory purpose of the Inaugural Council Meeting is to elect a New Zealand Fish and Game Council appointee. This is to ensure that there is a New Zealand Fish and Game Council in place between now and 7th December 2021 when the NZ Council first meets. It's also appropriate to elect a Chairperson at this meeting for the same reason, to ensure there is a point of contact between management and the Council over the summer months immediately following the election, and to preside over remaining items on this agenda.

The first full meeting of new Council occurs on 7<sup>th</sup> December.

### **3. Recommendation**

***3.1 That Council elects a New Zealand Council appointee and a Regional Chairperson for the next financial year***

## **10. 2022 GAME SEASON CONDITIONS**

### **1. Purpose**

To review the 2022 Hawkes Bay Game Season conditions (see Appendix 1) and highlight issues for consideration at Council's December meeting.

### **2. Background**

Issues relating to game season regulations for the upcoming season need to be identified at the November meeting of Council. At the August 2021 meeting it was resolved:

*That Council sets a season length of eight weeks and an eight bird-per day limit for mallards for future seasons. Season conditions are to be revisited if monitoring suggests a large change has occurred within the population.*

*Williams/Bowcock*

*That the season conditions for paradise duck matches that of mallard.*

*Niblett/Mackay*

*That season length for hunting of black swan matches that of mallard with a 3 bird per day bag limit.*

*Mackay/Williams*

Game season conditions are generally finalised for recommendation to the Minister of Conservation once population information is available from summer monitoring programmes. No decision has been made to change the length of season for shoveler duck. This has been left as a 6-week season in the draft 2022 season conditions.

### **3. Issues Identified for Consideration**

3.1 Two proposed upland game preserves with special conditions have been included in the draft 2022 game season conditions. Staff have visited both sites and discussed the proposed operations. Staff are satisfied that the development of the two preserves will not impact negatively upon wild gamebird populations or public hunting opportunities.

After today's meeting, clubs will be invited to comment on any issues they wish to raise for consideration at Council's next meeting (7 December 2021).

### **4. Recommendations**

4.1 *That Council identifies any other game season condition matters it would like further information on, or consultation with hunters about, before the December Council meeting.*

## *Appendix 1*

### **FIRST SCHEDULE**

#### **Hunting conditions generally common to all fish and game regions**

##### **1 Bag limits**

- (1) No person shall possess on any one day, more than the number of game birds specified as the daily bag limit for the Fish and Game Region in which the game is taken, except on Sunday, 7 May 2022, when that person may have in his or her possession twice the number of game birds specified as the daily bag limit for Saturday, 7 May 2022.
- (2) A person may possess more game than specified in sub-clause (1) of this Schedule, if all such game is labelled with the following details:
  - (a) The name and address of the person by whom the game was taken;
  - (b) The number of the licence to hunt or kill game held by the person by whom the game was taken;
  - (c) The name of the Fish and Game Region by which that licence was issued;
  - (d) The name of the Fish and Game Region in which the game was taken; and
  - (e) The date on which the game was taken.

##### **2 Waiver of Restrictions on Baiting for Waterfowl**

A person<sup>2</sup> may hunt or kill game of the family Anatidae (waterfowl) during the open season for game in all Fish and Game Regions, except Auckland/Waikato, where food has been cast, thrown, placed or planted any time during the year. In the Second Schedule, Auckland/Waikato Fish and Game Region, Special Condition 4(9) applies instead to restrictions on baiting.

##### **3 Magazine Shotguns**

A person may hunt or kill game birds, as specified, in any Fish and Game Regions with any magazine shotgun of a calibre 10 gauge or smaller, which includes magazine extensions<sup>3</sup>, other than in the:

- (a) Auckland/Waikato Fish and Game Region;
- (b) Eastern Fish and Game Region;
- (c) Hawke's Bay Fish and Game Region;
- (d) Wellington Fish and Game Region;
- (e) Nelson/Marlborough Fish and Game Region;
- (f) West Coast Fish and Game Region.

For these six Regions special conditions in the Second Schedule apply.

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<sup>2</sup>Section 17 of the Wildlife Act 1953

<sup>3</sup>Amended notification to section 18(1)(c) (iii) and (v) of the Wildlife Act 1953 as authorised by the Minister of Conservation under section 18(1) of that Act

#### **4 Shot Size**

No person shall use, in any shotgun used for the purposes of hunting and killing game, any cartridge containing any shot size having a larger retained, per-pellet energy at 90 metres than lead BB.

#### **5 Use of Lead Shot Prohibited**

- (1) No person may possess lead shot, or use lead shot, while hunting or killing waterfowl within 200 metres of open water, with any gun excluding the .410 gauge. Non-toxic alternative shot may be used, including steel.
- (2) For the purposes of this requirement, “waterfowl” means any of the following game species:

Black swan (*Cygnus atratus*)

Grey duck (*Anas superciliosa*) and any cross of that species with any other species, variety, or kind of duck

Mallard duck (*Anas platyrhynchos*) and any cross of that species with any other species, variety, or kind of duck

Paradise shelduck (*Tadorna variegata*) also known as Paradise duck.

Spoonbill duck (New Zealand shoveler) (*Anas rhynchos*)

Pukeko (*Porphyrio porphyrio melanotus*)

- (3) For the purposes of this requirement, “open water” means either:
  - (a) any area of land or seabed covered permanently or seasonally by water wider than 3 metres; or
  - (b) any area which is temporarily covered by water wider than 3 metres at the time of such possession or use, and that is contiguous to an area referred to in paragraph (3)(a).

#### **6 Shotguns of .410 Bore Exempt in Relation to Use of Lead Shot**

Hunters may use lead shot in shotguns of .410 bore only while hunting waterfowl within 200m of a waterway.

#### **7 Camouflaged Rowboats**

A person<sup>4</sup> may hunt or kill game within the following Fish and Game Regions, from unmoored camouflaged rowboats, subject to the excluded periods for the regions specified below:

Northland – no excluded period

Auckland/Waikato – excluding 7 and 8 May 2022

Eastern – excluding 7 and 8 May 2022

Hawkes Bay – excluding 7 and 8 May 2022

Taranaki – no excluded period

Wellington – excluding 7 and 8 May 2022

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<sup>4</sup>Section 18(1)(f)(vi) of the Wildlife Act 1953



Nelson/Marlborough – no excluded period  
West Coast – no excluded period  
North Canterbury – excluding 7 and 8 May 2022  
Central South Island – excluding 7 and 8 May 2022  
Otago – excluding Clutha River 7 and 8 May 2022 inclusive  
Southland – no excluded period

## **8 Restriction on Taking of Game**

No person shall use any vehicle propelled by mechanical power (including motorised watercraft)<sup>5</sup> to chase or kill game, except in such circumstances and at such times as authorised by the Conservation Act 1987 and Wildlife Act 1953.

## **9 Pegging Day**

- (1) Stand claimants who claimed and occupied a stand during the 2021 Game Season may claim that stand at any time prior to pegging day (up to 10.00am on 10 April 2022) following the purchase of the 2022 game licence. If you are in the Auckland/Waikato Region, then the above mentioned applies **only to Adult Whole Season Licence Holders** and does not apply to Junior Licence Holders as it does in all other Fish and Game Regions.
- (2) Otherwise, unclaimed stands can only be claimed any time after 10.00am on 10 April 2022 in all Fish and Game Regions.
- (3) A stand may be claimed by planting on it a stake having either a board or identifying label attached, plainly identifying the name of the claimant and the number of his/her licence. The hunting stand claim tag provided with the licence must be completed with the name of the claimant and affixed to the board or identifying label.
- (4) The licence holder claiming a stand must be present in person at the stand when marking it up.
- (5) No one can claim more than one stand.
- (6) A stand cannot be claimed closer than 90 metres to a stand already claimed by another person without that person's consent.
- (7) Any stand not occupied by the claimant within one hour after the opening hour of hunting, on any day, can be occupied by another licence holder for the remainder of the day.

## **10 Conditions**

These conditions will expire at the end of the open season for game specified under the Second Schedule for each Fish and Game Region.

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<sup>5</sup>Section 18(1)(f)(v) of the Wildlife Act 1953

**SECOND SCHEDULE:  
HAWKE'S BAY FISH AND GAME REGION  
Game That May be Hunted or Killed—Duration of 2022 Season**

<b>Species</b>	<b>Season Duration (dates inclusive)</b>	<b>Daily Bag Limit</b>	<b>Hunting Area</b>
Mallard/grey duck	7 May to 3 July 2022	8	All areas
NZ Shoveler duck	7 May to 19 June 2022	2	All areas
Paradise shelduck	7 May to 3 July 2022	8	All areas
Pukeko	7 May to 28 Aug 2022	10	All areas
Black swan	7 May to 3 July 2022	3	All areas
Brown quail	Closed season	0	All areas
California quail	7 May to 28 Aug 2022	10	All areas
Cock pheasant	7 May to 28 Aug 2022	2	All areas

**2. Shooting Hours**

6.15 am to 6.00 pm.

**3. Decoy Limit**

No limit.

**4. Special Conditions**

**4.1** No person may hunt or kill gamebirds, as specified, within the Hawke's Bay region with any magazine extensions on a shotgun of 10 gauge or smaller (including 12, 16,20, 28 410)

Magazine shotguns must be restricted in such a way that the shotgun is incapable of holding more than three shells in the magazine and chamber combined at any one time.

**4.2** Any licenced game bird hunter who has a Department of Conservation permit to take or kill wildlife for the purpose of hawking may hunt with an Australasian Harrier (*Circus approximans*) to take game birds. This is subject to the season length and bag limit for game birds specified in clause 1 of this notice for this Region and subject to any conditions imposed by the Director- General of Conservation under a permit.

**5. Upland Game Properties with Special Conditions**

1. The property owned by Westervelt Company NZ Ltd and held in land titles SA33D\_399, SA51D\_718, SA61A\_148 and SA72C\_660. The property is situated in the Lower Taharua catchment from the prominent Poronui stone wall on Taharua Road to the Mohaka River, bounded on the west by Kaimanawa Forest Park and the Otupua valley to the East.

2. Orlig -Whanakino Pheasants Ltd on the adjacent properties listed below:

Orlig Station owned by Orlig Limited and held in land titles DP410147, DP 222545 and CT 437036 located at 1233 Kereru Road.

Whanakino Station run by Whanakino Limited. Located at 1336 Kereru Rd and held in land title DP 26344.

## **HUNTING IN THE HAWKE'S BAY**

The Hawkes Bay Fish & Game region is defined by river catchments, extending north to the Mohaka, west to the Ngaruroro, and southwest to encompass the Tukituki systems, with the southern border reaching the Tautane Stream just south of Cape Turnagain.

### **WATERFOWL**

The mallard, grey duck and hybrids are the most popular game birds of the region. These species respond well to calling and decoying and can be found on most of the region's rivers, streams, dams and lakes. Shoveler are a transient population for most of the season and are renowned for their fast flying and elusiveness.

There are extensive hunting opportunities in the river beds of the region. Access is good and well-marked with signs.

A little time spent checking out backwaters pre-season can pay dividends during the season. Paradise shelduck are wide-spread and can be hunted successfully in most locations. Low-lying farmland with water nearby is ideal for hunting using silhouette decoys. If you want to target parries, the pasture lands and river beds are a good place to start. Most landowners are only too happy for hunters to target parries on pasture if they are approached and asked first. The Hawkes Bay region administers a number of Controlled Shooting Areas throughout the region. Periodically vacancies arise, creating a wetland enhancement and shooting opportunity for local shooters. If you want to shoot this season but don't have anywhere to hunt, give our local Fish and Game office a call.

### **UPLAND GAME**

Hawkes Bay hosts a good population of ring-necked pheasant and varying numbers of California quail, with the best results achieved in scrubby river margins and forestry plantations with blocks of young trees. Pheasants are predominantly hunted in our major river systems with the Waipawa, Tukituki, Ngaruroro and Tutaekuri normally well worth a look. The best hunting is generally where good cover and watering opportunities are found (i.e. river basins), especially where these areas border orchards and/or assorted cropping areas. For most of these areas a dog is recommended as an easy way to cover ground effectively.

### **• A COUPLE OF THINGS TO REMEMBER**

Access is a privilege not a right so if in doubt, please ask! Land owners frequently have paradise duck and swan problems and often appreciate flocks being dispersed by hunters. Often they might offer the opportunity to shoot a vacant pond. In any case the personal courteous approach is by far your best bet.

Please do not leave the bodies or parts of shot game on the hunting ground. If carcasses are left in the field it can encourage unwanted predators as well as ill feeling from other hunters and the non-hunting public. Please make yourself familiar with the Closed Game Areas and Wildlife Refuges scattered throughout Hawkes Bay.

### **WILDLIFE REFUGES**

1. The bed of the Tuki Tuki River between Waimarama Bridge and a line running from the north of the Mangangara Stream to the road at the southwestern corner of Section 9 and 15 in the Te Mata Survey District (8km upstream)
2. Lakes Tutira, Orakei, and Waikopiro and certain surrounding land
3. Horseshoe Lake, Elsthorpe
4. The property of R H, J R, and T R Hartree, Puketitiri
5. The Westshore Ponds
6. The spit south of the mouth of the Ngaruroro River
7. Rakautana Forest, Waikoau
8. Pauhanui Bush, Gwavas Station, Tikokino Bay

### **POACHING PROBLEMS?**

We have set up a 0800 POACHING (0800-762-244) number. If you witness any offending let us know as soon as possible.

### **WETLAND CREATION**

For information and advice on wetland creation contact the staff at your local Fish & Game offices. Wetlands in the Hawkes Bay Region are now rare. In some parts less than 1% of the original wetlands remain. The Habitat Trust fund is one source of funding for enhancement, purchase or development of wetlands. If you have a proposal to create or enhance an area of wetland we may be able to assist you obtaining some funding.

### **LICENCES**

You can now order your game licence through our website [www.fishandgame.org.nz](http://www.fishandgame.org.nz)

## **11. INFORMATION FOR THE 2020-2021 DRAFT PERFORMANCE REPORT**

### **1. Purpose**

To review the draft Chairman's report, Statement of Service Performance report and draft Financial Statements for the 2020-2021 Performance (Annual) Report.

### **2. Background**

The Performance Report for the 2020-2021 year will be presented to the public annual general meeting to be held 7th December 2021 as per the requirement of Sections 26W and 26ZD(7) of the Conservation Act, 1987.

The annual Performance Report contains a Statement of Service Performance (SOSP) so that readers can assess the performance of the Council against the targets set in the 2020-2021 Operational Work Plan (OWP). The Performance Report aligns with the OWP to clearly show actual outcomes against targets identified in the annual work planning process.

The purpose of this paper is to enable the early consideration of the material being developed for inclusion in the Performance Report. A draft of the SOSP has been prepared, along with draft unaudited Financial Statements, and these have been circulated to Councillors prior to this meeting. The draft Chairman's report is also included.

The reports will be revised after Council consideration then compiled into the final Performance Report. This then needs to be approved at the 7th December 2021 meeting held immediately prior to the public annual general meeting where the Performance Report is presented to the public.

### **3.0 Recommendation:**

***3.1 That Council receives the draft reports comprising the Statement of Service Performance, Chairman's reports and draft Financial Statements for the 2020-2021 year, and identifies any changes required before finalising the Performance Report for the 2020-2021 year.***

## **12. DECISION ON WAGE SUBSIDY RECEIVED DUE TO COVID-19 RESTRICTIONS DURING THE 2019/20 FINANCIAL YEAR.**

### **1. Purpose**

To ratify the decision made at the September 22 extraordinary meeting of council to repay the \$28,118.40 wage subsidy received during the 2019/20 financial year.

### **2. Background**

New Zealand went into Level 4 lockdown on the 25<sup>th</sup> March 2020. With a forecast loss of revenue and uncertainty as to whether we would be able to hold a gamebird hunting season, all Fish and Game regions applied for the government wage subsidy.

Hawke's Bay Fish and Game received \$28,118.40 and is eligible to keep this money as licence sales revenue during the Govt. specified time period was heavily reduced. The majority of Fish and Game regions have opted to keep the subsidy, however some regions have opted to repay the money. Licence sales have been higher than forecast due to increased domestic tourism over the last 18 months, however we have seen a smaller dip in revenue due to the most recent Level 4 restrictions.

At its December 2020 meeting, Council resolved *That Council keeps the wage subsidy but makes a final decision on whether to keep or pay back the money at the end of this (2020/21) financial year. Duley/ Bowcock (20/12/13.1).*

Council held an extraordinary meeting video video conference on 22 September 2021 to make a final decision on whether to repay the wage subsidy.

It was resolved :

*That Council makes a full and final decision to pay back the \$28,118.40 wage subsidy received during the 2019/20 financial year, effective as at 31 August 2021*

*Niblett/Williams*

### **4. Recommendations**

**4.1** *That Council ratifies its decision made via video conference link on the 22<sup>nd</sup> September 2021 to repay in full the \$28,118.40 wage subsidy received during the 2019/2020 financial year, effective as at 31 August 2021.*

### **13. POLICY ON UPLAND GAME AREAS WITH SPECIAL CONDITIONS**

#### **1. Purpose**

For council to review the policy on upland game areas with special conditions.

#### **2. Background**

Upland game properties with special conditions running under a syndicate (non-commercial) model may be gazetted in the Hawke's Bay game season regulations.

Upland game preserves currently running within the Hawke's Bay Fish and Game region operate with birds within each preserve designated 'Wildlife that may be hunted or killed subject to Minister's notification' under Schedule 3 of the Wildlife Act 1953.

Two prospective preserve owners have approached staff and would like to operate upland game properties within the Hawke's Bay region under a syndicate model (i.e upland game within the borders of the preserve would be designated game under schedule 1 of the Wildlife Act and gazetted in Hawke's Bay game regulations).

While staff use the below document as a guideline, it has not been ratified by Council. It is therefore timely to consider whether this document should be ratified as policy and if so, whether any changes are necessary.

#### **4. Recommendation**

*That Council reviews the criteria for establishment and operation of upland game properties with special conditions and decides whether any changes are required before ratifying it as policy.*



## **UPLAND GAME AREAS WITH SPECIAL CONDITIONS**

### **Criteria for Establishment and Conditions of Operation**

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#### **1 General**

- 1.1 Upland game areas with special conditions must be approved and licensed by Fish & Game New Zealand
- 1.2 The owner must provide a legal boundary description of the preserve area within which game releases and hunting are to take place and to enable the preserve to be adequately described in the Game Gazette
- 1.3 Costs of administering the upland game preserve (such as a Gazette fee) and other associated costs shall be borne by the property owner. This will include any actions taken by Fish and Game to mitigate impacts of Game Preserve operations and releases on adjoining properties.
- 1.4 Waterfowl hunting will not be permitted on upland game areas with special conditions.

#### **2 Upland Game Areas with Special Conditions - Operations**

- 2.1 Game birds must be stocked through an active breeder release programme involving the release of at least 400 birds per annum. In areas where there is a wild pheasant population, pheasant stocks should be drawn from the wild population.
- 2.2 Birds are to be approximately 6- 8 weeks of age at the time of release
- 2.3 Propagation, banding (if carried out) and release of game birds must have the prior approval of the Department of Conservation or, where this authority has been delegated to Fish and Game, the regional Fish and Game Council.
- 2.4 Fish and Game officers may inspect the property and hunting at any reasonable time.
- 2.5 A management statement prepared and approved by Fish and Game outlining operations, hunting regimes, estate management, animal welfare and release notification requirements, release requirements, banding requirements and any other site-specific conditions that are required for each defined preserve.
- 2.6 Written confirmation of the number of pheasants to be released, the breed and from where they are to be obtained and the approximate date of release; to be provided to Fish and Game at least one week in advance of their release.
- 2.7 All birds are to be released with unclipped wings, either into open top pens, or into the wild no later than one month prior to the opening of the official game bird hunting season and no bird shall be caught up for re-release during the season. (If birds are released from an enclosed pen on the property that pen must then be sealed off to prevent birds returning to that environment.)
- 2.7 Management of game birds shall be in terms of an agreed code of conduct.
- 2.8 Reasonable directions given by Fish and Game officers during an inspection of the game preserve shall be complied with.

#### **3 Hunting**

- 3.1 All hunters must be licensed by Fish & Game New Zealand.
- 3.2 Certificates for all birds shot must be issued to participants. (This is necessary to ensure that if the participants are stopped by a ranger outside the preserve they can prove they obtained the birds, particularly hen birds, legitimately.
- 3.3 Hunting shall be in accord with the provisions in the Gazette Notice which will specify the duration of the hunting season.



- 3.4 Hunting on Game Areas with special conditions shall be restricted to the game hunting season (May to end of August)
- 3.4 Pheasants of either sex may be shot on properties approved as game areas with special conditions.
- 3.5 The use of penned up call birds is prohibited.
- 3.6 Any bag limits that are to apply in a game preserve shall be agreed between the game preserve operator and Fish & Game New Zealand.
- 3.7 A register of all hunting activity will be maintained and Fish and Game staff will be allowed to inspect the register of the upland game areas with special conditions property at all reasonable times.
- 3.8 A report of the season will be submitted in writing to Fish & Game New Zealand within six weeks of the end of the season.

The register shall contain the following:

- Number, age and sex of birds released and the date they are liberated
- Name, address, telephone number and game licence of all licence holders who hunt on the upland game preserve during the season
- It shall be noted that these hunters may be contacted to participate in a survey of the operation of the upland game preserve. Confidentiality will be maintained as will the identity of the specific game areas with special conditions in any report of season activity. The identity of upland game areas with special conditions will however be notified.
- The date any hunting takes place on the upland game preserve, as well as the number of hunters participating, number of birds shot, sex of birds shot, numbers of banded shot, numbers of unbanded birds shot.
- All hunting shall be in terms of an agreed code of conduct. This shall take into account game hunter ethics and safe practice and be aimed at not bringing into disrepute, upland game bird hunting in New Zealand.

#### **4 Adjoining Properties**

- 4.1 No owner, holder or manager of an upland game hunting preserve shall coerce, reward or endeavour to stop hunting on adjoining properties by hunters not associated with the preserve.

#### **5 Breach of Conditions of Upland Game Preserve Permit**

- 5.1 Any breaches of the conditions of an upland game permit may result in its termination.

### **Codes of Practice**

The Code of Practice contains important advice and provides essential guidance for everybody involved in the management of game areas with special conditions and shooting sports. We all share a personal responsibility to promote the safety, integrity and reputation of our sport as our activities are under public scrutiny. The public will judge shooting and shoot management practices by the way that participants and providers behave. This document is largely based upon similar codes developed overseas.

The following basic principles apply:

- No more birds shall be released than can be sustained without damaging the environment and surrounding habitat, or being detrimental to the health and welfare of the stock.
- All birds shall be released before the commencement of shooting for that particular species on the area concerned, and shooting should not commence until all the birds are mature and fully adapted to the wild.
- Birds shall not be caught up from within a preserve or from the wild for release during the shooting season.

Codes of practice for the management of game and game bird shooting should embody

- the spirit of sportsmanship,
- a fundamental respect for the quarry species and
- care for the environment.

### **THE GUIDELINES**

#### **1. Shoot Management**

- It is the responsibility of the Preserve Manager and its employees to comply with this code of practice and all relevant legislation and the laws relating to health and safety, firearms, game management and conservation.

## 2. Wild Game

- The aim of wild game management is to produce a harvestable surplus of game living naturally in the wild.
- The rearing and release of birds is a valid method of increasing or sustaining a stock of game especially where wild populations cannot produce a harvestable surplus.

## 3. Predator and Pest Control

- Predator and pest control is an essential part of game management and should be carried out humanely and within the law.

## 4. Bag Sizes

- Observation of the habitat and circumstances of the shoot will ensure that the shoot organizer can decide the bag size and the number of shoot days that the ground and stock can sustain. This will ensure that shooting is not brought into disrepute.

## 5. Retrieval and Handling of Game

- Proper provision should be made to endeavour to retrieve all shot game.
- Wounded game must be retrieved and dispatched as quickly as possible.
- Hunters should make every effort to assist in the retrieval of shot game.

## 6. Cessation of Shooting

- A day's game shooting should finish early enough to allow time for pickers up to complete their task before birds start to go to roost. A guideline is 2 hours before dark.
- Shooting should be cancelled if adverse or severe weather conditions mean that birds cannot be presented in a sporting manner, shot and retrieved safely.

## **REARING GAME**

The aim of game rearing is to provide fit, healthy birds, well adapted for release into the wild. Provided it is carried out within the terms of this code and complies with legal requirements such releasing is an entirely valid method of game conservation.

Whatever the species being reared or the methods being used, the overriding principal, which must guide everyone involved, is:

**Game husbandry shall be conducted with all due consideration for the health and welfare of the birds concerned.**

This principle can be met only if the following rules are followed throughout the entire process.

- Those responsible for captive game birds must be caring, considerate, conscientious, knowledgeable, and skilled. They must be well prepared and take professional advice from veterinarians and qualified game consultants whenever necessary.
- Captive game birds must have ready access to fresh water and an appropriate diet to maintain growth, health and vigour.
- They must have an environment appropriate to their species and age, including correct heating, lighting, shelter and areas of comfortable resting.
- Every precaution must be taken to avoid pain, injury or disease. If they occur, diagnosis, remedial action and the correct use of medication must be rapid.
- Captive game birds must be provided with appropriate space, facilities and company of their own kind to ensure the avoidance of stress.

## **RELEASING GAME**

- Release pen habitat should always be appropriate and sufficient for the needs of the birds. As a guideline an area of at least 3 square metres should be the minimum space per bird.
- All birds are to be released with unclipped wings, either into open topped pens, or in to the wild, no later than one month prior to the opening of the official Game Bird Hunting season and no birds shall be caught up for re-release during the season.

**19.0 LIAISON OFFICERS REPORTS**

**19.2 REPORTS FROM OTHER AGENCIES**

**19.3 REPORTS FROM NEW ZEALAND COUNCIL**

## **SPECIES MANAGEMENT**

### **1111 Regional Didymo Surveillance**

Didymo sampling continues and was last undertaken on the 9<sup>th</sup> of September on the Ngaruroro at Whanawhana and Tutaekuri at Dampney Road, samples sent to Waikato University for analysis. All samples to date are negative.

### **1111 River Fisheries Investigations**

Staff completed the final round of spawning counts on the Esk River and in the CHB catchment. Some interruptions took place with weather effecting visibility and covid restrictions stopping field work. A report has been sent to Council.

Staff will commence electric fishing in the Tukipo River, Mangaonuku stream, and Esk River early November to monitor the extent of movement of juvenile trout and spawning success. This study is a repeat of last years and will help enable us to examine longer term trends. Staff will also repeat the snapshot electric fishing sample undertaken in 2020 in the tributary of Lake Tūitra that runs through Tūira Station.

### **1112 Data watch returns for the 2021-22 season**

No tags have been reported so far this season.

### **1117 Game Bird research**

All band return letters have been sent to those who returned bands in the 2021 season. Data has been entered on our Access database and sent to DOC.

### **1119 Predator Control**

Predator control is ongoing on the Tutaekuri trapping line with over 200 predators caught. Staff have trialled ceramic eggs soaked in fish oil which is proving to be a good bait.

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

Staff have updated the electronic angler diary again and sent it out to a much wider group of licence holders due to poor uptake in recent seasons. There was not enough data generated from the 20/21 season to draw any meaningful conclusions and so a report hasn't been included. This year the diary was not only sent to club presidents and the original mailing list, but also shared on Facebook and via the reel life newsletters.

### **1122 Game Bird Hunter Survey**

Staff have completed the 2021 Gamebird Hunter Survey. The data has been compiled and the report has been sent to Council.

### **1151 Game Farm Operations**

All Trout have been transferred from the holding tanks to the main display pond in preparation for the kids 'Take me fishing' day.

The presence of an invasive vine at the Game Farm continues to be monitored. Control is ongoing. Workers from the Department of Corrections continue to re-pot plants at the shadehouse on Thursdays.

The shadehouse has been re-organised with new weed matting installed outside and sprinkler system purchased.

### **1152 Game Farm Maintenance**

Grounds maintenance is ongoing with Bo's Mows Lawn Services contracted to mow the lawns every fortnight. Brimar Vegetation have trimmed the front hedge and mowed the bank of the new educational area. Predator control is also ongoing around the Game Farm site. Staff have recently cut back the Raūpo slowly taking over the display pond. We will look to do this again soon to try and knock it back further before the 'Take me fishing' day. Plantings around the wetland area have been staked and mulch has been delivered to distribute around the trees.

### **1172 Gamebird regulations**

Staff have conducted on-site assessments of two proposed pheasant preserves. These have been listed in the draft regulations for council consideration.

### **1181 Game Bird Control**

Ten permits to disturb have been issued so far since 31<sup>st</sup> August. All for Pukeko causing crop damage.

## **HABITAT PROTECTION AND MAINTENANCE**

### **1211 RMA Planning.**

Staff have provided feedback on the proposed consent variation for the Otane Wastewater Treatment site and have reviewed the Hawke's Bay Biodiversity Strategy.

Staff met with the president of the NZ Jetboaters Assn. on the 27<sup>th</sup> September and discussed the issue of rubber jetboats accessing our headwater fisheries. Cameras have now been placed at Pakaututu by HBRC to quantify the issue and identify users.

### **1212 Consent Applications**

Staff continue to review weekly consent applications emailed out by HBRC. A site visit was attended by staff along with gravel extraction contractors on the Lower Ngaruroro River on the 21<sup>st</sup> September. An extraction plan was formulated that minimised disturbance and crossing of active channels,

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

Staff continue to assist landowners with applications to the Gamebird Habitat Trust. So far this financial year, one grant of \$6995 has been received for planting of a private wetland site.

Due to the recent covid lockdown, the trust are now due to meet on the 15<sup>th</sup> of October, this will include allocation of GBHT funds and renewing the policy on eligibility for 1BT funding. As it currently stands, only previous winners of GBHT grants can apply for this additional fund. We have four applications outstanding.

Staff continue to visit sites to offer advice on wetland development throughout Hawke's Bay and have provided native plants to habitat projects from our shadehouse.

## **ANGLER AND HUNTER PARTICIPATION**

### **1311 Maintain and Enhance Access**

The 'Fields' access on Middle Rd has been shut to the public. This access was through private land with no unformed legal road. The trust owners have decided that they no longer wish to provide access.

Staff attended a meeting and site visit along with Rotary Cycleways Trust members and HBRC staff on the 16<sup>th</sup> September. Staff had raised concerns with HBRC regarding access to fishing spots and increased risk of conflict between gamebird hunters and cyclists along the newly developed cycleways. Staff are working towards an agreement with both parties to shut off the cycleways to the public during part of the hunting season.

### **1312 Signage**

New access signage has been made for the Esk River which includes the Māori names of Te Wai-o-Hinganga and Te Hukawai-o-Hinganga.

### **1321 Satisfaction Survey**

Separate hunting and fishing season satisfaction surveys were sent out to 2020/21 licenceholders. Results have been compiled and both reports have been sent to Council.

### **1331 Electronic Newsletters**

Staff produced the Reel Life newsletters for August, September and October.

### **1332 Fish & Game Magazines**

The special fish edition of the Fish & Game Magazine was mailed out late August. Staff opted to send the 2021 Trout Fishing Newsletter electronically this season, helping reduce the production and postage costs. This also allowed us to circulate our newsletter to all licence holders.

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

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

- National count of shoveler duck
- Riley McLeod shares photo of pheasant hunt
- Elections
- Take me Fishing postponed
- Five year follow up of successful GBHT applicant
- Get your gear ready during lockdown
- Buy Dad a licence for Father's Day
- Blairs whiting article on Urban fishing in Hawkes Bay
- Buy a new family season licence online
- Support our Hawke's Bay fishing stores
- September 2021 Reel life is out
- Limited wetland plants available for sale
- Celebrating Maori language week
- DoC200 predator traps for sale
- Hawke's Bay 2021-2022 Trout Fishing Season
- Glen falls Hut available
- New Zealand Metal Health week

- October 2021 Reel life
- Take me Fishing – 14 November 2021
- Are you ready for the 2021/22 Fishing Season
- Good luck for opening fishing morning
- Media release – Trout is back on the menu
- Rissington Bridge closures times for repair work
- Lake Kuripapango video – Blair Whiting
- Great Fisherman etiquette

We now have 1108 people following our Facebook page

#### **1341 Information Pamphlets**

Stocks of information pamphlets maintained in licence agents and other outlets throughout the region. Hawke's Bay access pamphlets have been updated and made available online. These have already proven useful as a resource to send out to prospective anglers.

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

After being postponed due to covid level restrictions, staff plan to hold the Take me Fishing programme on the 14<sup>th</sup> November. Requests for volunteers have been resent.

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

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

Information packs have been sent out to novice anglers and those wanting to return to the sport.

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

Staff maintain regular contact with presidents and members of fish and game clubs. Staff will show the Napier Anglers Club members around our new educational wetland facility at their November meeting and have organised a day electric fishing with the Central Hawke's Bay Anglers Club.

#### **1371 Fish and Game huts**

Staff continue to maintain the grounds around Glenfalls Hut. The fire extinguisher has been serviced.

Materials have been purchased to bring the hut up to DOC health and safety spec. Tom Winlove will be contracted to complete the work over the summer.

A QR code has been installed at the hut.

Staff have been in contact with DOC about an ongoing issue with cows in the Glenfalls reserve. This issue appears to have been resolved.

### **PUBLIC INTERFACE**

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

Staff continue to meet regularly with HBRC and DOC staff on a regular basis.



### **1441 Public Promotions**

A new billboard was put up near the expressway on the 20<sup>th</sup> September highlighting the benefits of fishing on mental health.

Staff created a promotional video for the Twin Lakes at Kuripapango for distribution on social media. It covers the twin lakes and how to fish them alongside footage of scenery and the fish caught in the lake. The video has received positive responses from followers of our Facebook page and we plan to make similar videos on our lowland, easily accessible fisheries.

## **COMPLIANCE**

### **1511 Ranging**

Staff undertook ranging on opening day and weekend of the 2021/22 fishing season along with honorary rangers. A total of 59 contacts were recorded with one offence detected.

### **1521 Training**

Staff planned to attend a Cert ranger training refresher course in Wellington in September, however this was cancelled due to covid-19 restrictions.

Anthony Van Dorp (Eastern Fish and Game) had planned to run a course for Hawke's Bay rangers during October, however this also had to be postponed to a later date.

Blair Whiting has attended a first aid course before starting as a part time Field Officer

## **LICENCING**

### **1611 Licence Production and Distribution**

Licence option card and price list information and complimentary Trout Fishing Magazine were distributed to all High Schools, Regional libraries, local fishing guides, Napier, Hastings and Central Hawkes Bay I-sites 9 September 2021.

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

See Licence Sales Report for further details.

### **1613 National Licence Management**

Kate Thompson from Eastern Fish & Game continues to provide regular updates on licence sales and reports from the Licence Working Party received.

### **1614 Increase Licence Sales**

Staff have actively promoted licence sales via our Facebook and have encouraged anglers to upgrade to family licences. Staff have explained our licence category options via phone calls received and licence agent visits.

Information packs consisting of a complimentary magazine, newsletter, fishing regulations and access pamphlets posted out to potential anglers who have called and visited the office.

### **1621 Licence Agent Support**

Staff visited Napier licence agents on 16 August. Licence category cards for the 2020/21 fishing season, regulation booklets, child licence pads, complimentary magazines, didymo material and access pamphlets were provided.

Due to covid lockdown licence agents in Hastings and Central Hawkes Bay received these resources via courier.

## **COUNCILS**

### **1721 Council**

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

## **PLANNING AND REPORTING**

## **ADMINISTRATION**

### **1921 Staff Communications**

Weekly staff meetings held to maintain staff communications and plan operational work.

### **1932 Staff House**

Gravel was ordered for the driveway.

### **1941 Office Premises**

Staff have been working with Napier Police after a man broke in the back glass door of the office premises and damaged the display case. He has been caught in relation to another offence and has admitted to this crime. Case is ongoing.

### **1942 Meeting Room**

Meeting room maintained to a clean and tidy standard. Quotes for video conference systems will be circulated at the meeting.

### **1951 Office Equipment**

All computer files have been put on the cloud by The Nerds (tech support company). This will enable staff to retrieve files from home if we have to work remotely in future due to covid restrictions. This also provides additional security as our files are not held physically in any one location.

### **1991 Vehicle Maintenance**

LPA433 had service and warrant of fitness completed on the 2<sup>nd</sup> of August. MAE457 had its service on the 22<sup>nd</sup> of September

## 13.2 FINANCE REPORT

### 1.0 Purpose

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

Contained within this report:

Table 1 - Other Income

Table 2 - Profit & Loss to 31 August 2021

Table 3 - Balance Sheet as at 31 August 2021

Table 4 - Hawke's Bay Variance Report to 31 August 2021

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

Table 6 - Bank Transactions for period 1 August to 31 August 2021

### 2. YTD Profit and Loss

The Profit & Loss statement for the period ending 31 August 2021 is appended to this report (*Table 2*). The Profit and loss report documents the income and expenditure for the period.

#### Income

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

Licence revenue YTD is \$449,990 compared to the annual budget of \$376,916. 24% above the annual target has been achieved. A more up to date and detailed picture of licence sales performance YTD can be found within the licence sales report.

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

Interest Income YTD is \$6,335 – compared to the budget for the year budget of \$7,133.

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

Other Income YTD is \$33,780 (*Table 1*)

<b>Table 1: Other Income</b>	<b>Budget \$</b>	<b>Actual \$</b>	<b>Difference</b>
Sundry- reimbursement of taxi (NZC)	0	42	(42)
Sale of Predator Traps	0	803	(803)
Rent - Maize	5,000	5,043	(43)
Game Bird Hire Equipment	0	47	(47)
Reparations	0	2087	(2087)
Wetland Landowner Advice	0	0	-
Wetland Plants	0	5,990	(5,990)
Advertising - Newsletter	500	850	( 350)
Junior Hunt Sponsorship	700	0	(700)
Glenfalls Hut	1,500	2,174	(674)
Rent - Staff houses	10,400	10,000	400
Meeting Room Hire	2,000	409	1591
Donations	0	0	-
<b>Total Other Income</b>	<b>20,100</b>	<b>27,445</b>	<b>(7,345)</b>

**Expenditure**

Total expenditure year to date to 31 August 2021 was \$421,847 – 92.0% of budgeted expenditure for the year.

***Depreciation***

YTD Depreciation is \$21,317.

***Species Management***

The expenses reported within the Population monitoring budgets relate to mustelids bait (\$300) and predator traps (\$1610) for predator control. Liberation into Lake Hawkston -10 Dec 2020 (\$777) late invoice

Species Management spending YTD to 31 August was \$6,864 against a total budget of \$11,219.

***Habitat Protection Management***

The expense reported within Habitat Protection Management relate to Massey University – Assessing impacts on river management ( \$10,000) , planting shovels (\$391) repairs to the shade house ( \$400) purchase of native seedlings plugs (\$2,129),PB3 bags (\$157) HBRC consent and water charges(\$263). Kitset compost toilet building (\$1,304)

Habitat spending YTD to 31 August was \$17,860 against a total budget of \$19,500.

***Participation***

Photo for the billboard (\$500), Esk River signs (\$120) ,annual subscription for survey monkey (\$470), design electronic gamebird newsletter (\$584), rainbow trout for Take me Fishing and flyfishing courses \$465 and material for the Glenfalls Hut (\$715)

Participation spending YTD to 31 August was \$13,385 against a total budget of \$14,850.

***Public Interface***

Visitor Facility spending for period includes lawn mowing (\$695), HBRC water meters and consent charges (\$1,315), mulch for the new plantings around the new game farm development (\$200), weed spray(\$249).Investment in your wellbeing billboard skin (\$1,890)and the installation of new gates at the educational wetland entrance (\$2,220)

Public Interface spending YTD to 31 August was \$15,803 against a total budget of \$17,300.

***Compliance***

The expenses reported within compliance relate to purchasing hardcases for shotguns ( \$376) and ammo (\$125) together with matching padlocks (\$132), waterproof ranger notebooks (\$100) and legal compliance costs (\$1,784).

Compliance spending YTD to 31 August was \$3,828 against a total budget of \$3,500.

***Licensing***

The expenses related to an agent visit 17 August \$\$80)

The Commission budget includes agent commissions and the fees associated with the Public Online and 0800 sales. \$18,357 YTD is in line with sales reported for the period.

### ***Council***

Expenses were incurred relating to catering for the August Council meeting(\$216) and Sam Robinson's governors fee.

Council spending YTD to 31 August was \$3,022 against a total budget of \$2,000.

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

Audit accounting accrual journal (\$2,992).

Planning & Reporting spending YTD to 31 August was \$7,156 against a total budget of \$7,200.

### ***Administration***

- Salaries. YTD \$197,478 – this includes the accrual for Annual Leave.
- Staff Expenses included morning tea expenses, cleaning products and sweatshirt for Field Staff and ACC levies (\$474)
- Staff Houses spending was related to NCC rates.
- Office Premises expenditure relates to the usual electricity and cleaning costs, the quarterly rates instalment and repair to staff toilet was also paid.
- Office Equipment expenditure relates to the photocopier lease.
- Communications expenses are reported relating to Xero licence fees, telephones, stationery, photocopying and prepaid courier tickets.
- General expenses include bank fees and repayment of wage subsidy of \$28,118.
- A new lawnmower was from the Equipment budget (\$521).
- Vehicles expenditure relates to fuel and Road User Charges for the two vehicles and a service on LP33. Staff personal mileage was reimbursed and the monthly SmartTrack fee of \$80 is also recorded each month. Annual insurance payment ( (\$2,202)

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

Total levy \$30,579 – 100% of budget.

## **3.0 Balance Sheet**

**Table 3** The Balance Sheet as at 31 August 2021 and comparison to the year-end position as at 31 August 2021.

**Cash Position:** \$186,169 (Including donations of \$65,201) as at 31 August 2021.

**Debtors:** Outstanding Debtors \$6,143 as at 31 August 2021. Eyede being the largest debtor \$4,584.

**Investments:** \$503,173

**Employee Costs:** \$10,649 – this relates to the accrual of holiday pay and PAYE outstanding as at 31 August 2021

#### **4.0 Variance report**

The variance report is shown on *Table 4*.

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

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

#### **5.0 Bank Transactions**

*Tables 5 and 6* show the bank transactions for the period of 1 July 2021 to 31 August 2021, \$29,906.29 and \$66,638.36, respectively.

#### **6.0 Recommendations**

**6.1** *That the payments for July and August 2021 totalling \$96,544.65 be approved.*

<i>July 2021</i>	<i>\$29,906.29</i>
<i>August 2021</i>	<i>\$66,638.36</i>
<i>Total</i>	<i>\$96,544.65</i>

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

# Table 2 Profit and Loss

## Hawke's Bay Fish and Game Council For the year ended 31 August 2021

	JUL 2021	AUG 2021	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
<b>Income</b>						
<b>Licence Income</b>						
Fish Licence Income	3,266	215	297,376	231,595	65,781	28
Game Licence Income	547	70	150,984	145,321	5,663	4
Non Resident Licence Revenue	11	(39)	1,630	-	1,630	-
<b>Total Licence Income</b>	<b>3,823</b>	<b>245</b>	<b>449,990</b>	<b>376,916</b>	<b>73,074</b>	<b>19</b>
Other Income	4,202	4,674	33,780	27,233	6,547	24
<b>Total Income</b>	<b>8,026</b>	<b>4,919</b>	<b>483,771</b>	<b>404,149</b>	<b>79,622</b>	<b>20</b>
<b>Operating Expenses</b>						
Depreciation	1,800	1,831	21,317	22,090	(773)	(4)
<b>1100 SPECIES MANAGEMENT</b>						
1110 Population Monitoring	300	1,610	6,049	7,800	(1,751)	(22)
1160 Releases	-	777	815	3,319	(2,504)	(75)
1180 Control	-	-	-	100	(100)	(100)
<b>Total 1100 SPECIES MANAGEMENT</b>	<b>300</b>	<b>2,387</b>	<b>6,864</b>	<b>11,219</b>	<b>(4,355)</b>	<b>(39)</b>
<b>1200 HABITAT PROTECTION MANAGEMENT</b>						
1210 Resource Management Act	10,000	-	10,913	10,000	913	9
1220 Works & Management	307	391	1,216	1,500	(284)	(19)
1230 Assisted Habitat	557	3,434	5,731	8,000	(2,269)	(28)
<b>Total 1200 HABITAT PROTECTION MANAGEMENT</b>	<b>10,863</b>	<b>3,825</b>	<b>17,860</b>	<b>19,500</b>	<b>(1,640)</b>	<b>(8)</b>
<b>1300 PARTICIPATION</b>						
1310 Access	74	738	2,250	2,500	(250)	(10)
1320 Satisfaction Survey	470	-	470	-	470	-
1330 Newsletters	-	584	5,513	6,250	(737)	(12)
1350 Angler & Hunter Training	65	492	3,690	4,500	(810)	(18)
1360 Club Relations	-	-	-	100	(100)	(100)
1370 Fish & Game Huts	-	715	1,462	1,500	(38)	(3)
<b>Total 1300 PARTICIPATION</b>	<b>609</b>	<b>2,529</b>	<b>13,385</b>	<b>14,850</b>	<b>(1,465)</b>	<b>(10)</b>
<b>1400 PUBLIC INTERFACE</b>						
1440 Public Promotions	-	1,890	1,890	1,500	390	26
1450 Visitor Facility	2,247	2,846	13,913	15,800	(1,887)	(12)
<b>Total 1400 PUBLIC INTERFACE</b>	<b>2,247</b>	<b>4,736</b>	<b>15,803</b>	<b>17,300</b>	<b>(1,497)</b>	<b>(9)</b>
<b>1500 COMPLIANCE</b>						
1510 Ranging	735	-	1,691	2,000	(309)	(15)
1520 Ranger Training	-	-	353	1,000	(647)	(65)
1530 Compliance/Prosecutions	-	1,784	1,784	500	1,284	257
<b>Total 1500 COMPLIANCE</b>	<b>735</b>	<b>1,784</b>	<b>3,828</b>	<b>3,500</b>	<b>328</b>	<b>9</b>

Table 2 Profit and Loss

	JUL 2021	AUG 2021	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
<b>1600 LICENSING</b>						
1620 Agent Servicing	-	80	217	500	(283)	(57)
1630 Commission	164	19	18,140	16,960	1,180	7
<b>Total 1600 LICENSING</b>	<b>164</b>	<b>99</b>	<b>18,357</b>	<b>17,460</b>	<b>897</b>	<b>5</b>
<b>1700 COUNCILS</b>						
<b>1720 Council Meetings</b>						
Council Meeting Expenses	-	216	1,629	2,000	(371)	(19)
Public Notice	-	-	193	-	193	-
Other Council Expenses	-	300	1,200	-	1,200	-
<b>Total 1720 Council Meetings</b>	<b>-</b>	<b>516</b>	<b>3,022</b>	<b>2,000</b>	<b>1,022</b>	<b>51</b>
<b>Total 1700 COUNCILS</b>	<b>-</b>	<b>516</b>	<b>3,022</b>	<b>2,000</b>	<b>1,022</b>	<b>51</b>
<b>1800 PLANNING/REPORTING</b>						
1830 Reporting/Audit	-	2,992	6,891	6,900	(9)	-
1840 National Liaison	-	-	265	300	(35)	(12)
<b>Total 1800 PLANNING/REPORTING</b>	<b>-</b>	<b>2,992</b>	<b>7,156</b>	<b>7,200</b>	<b>(44)</b>	<b>(1)</b>
<b>1900 ADMINISTRATION</b>						
1910 Salaries	5,327	34,172	197,478	245,079	(47,601)	(19)
1920 Staff Expenses	749	571	9,538	12,500	(2,962)	(24)
1930 Staff Houses	156	-	5,739	6,000	(261)	(4)
1940 Office Premises	921	987	7,847	8,444	(597)	(7)
1950 Office Equipment	185	120	1,783	2,900	(1,117)	(39)
1960 Communications/Consumables	661	1,133	10,340	12,300	(1,960)	(16)
1970 General	6,188	28,132	36,232	6,500	29,732	457
1980 General Equipment	-	521	1,324	2,500	(1,176)	(47)
1990 Vehicles	2,948	1,478	13,396	13,800	(404)	(3)
<b>Total 1900 ADMINISTRATION</b>	<b>17,135</b>	<b>67,114</b>	<b>283,677</b>	<b>310,023</b>	<b>(26,346)</b>	<b>(8)</b>
NZ F&G Levy	7,645	-	30,579	30,579	-	-
<b>Total Operating Expenses</b>	<b>41,497</b>	<b>87,813</b>	<b>421,847</b>	<b>455,721</b>	<b>(33,874)</b>	<b>(7)</b>
<b>Net Profit</b>	<b>(33,471)</b>	<b>(82,894)</b>	<b>61,923</b>	<b>(51,572)</b>	<b>113,495</b>	<b>(220)</b>



# Table 3: Balance Sheet

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

	31 AUG 2021	31 AUG 2020
<b>Assets</b>		
<b>Bank</b>		
Westpac Call Account	118,606.69	115,091.53
Westpac Current Account	2,331.57	5,303.95
Petty Cash & Licence Float	30.00	230.00
Donation Account	65,200.74	63,997.44
<b>Total Bank</b>	<b>186,169.00</b>	<b>184,622.92</b>
<b>Current Assets</b>		
<b>Debtors &amp; prepayments</b>		
Accounts Receivable	6,142.85	22,184.31
Interest Accrued & Prepayments	1,366.79	4,707.57
GST	7,754.65	5,091.68
<b>Total Debtors &amp; prepayments</b>	<b>15,264.29</b>	<b>31,983.56</b>
Investments	503,172.56	395,530.89
Farmlands Shares	1,835.00	1,835.00
<b>Total Current Assets</b>	<b>520,271.85</b>	<b>429,349.45</b>
Fixed Assets	419,711.77	438,764.97
<b>Total Assets</b>	<b>1,126,152.62</b>	<b>1,052,737.34</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Creditors and accrued expenses</b>		
Accounts Payable	25,348.37	26,813.98
Accrued Expenses	35,374.80	7,206.40
Income in Advance	25,760.00	39,476.00
Westpac Credit cards	2,170.79	562.24
<b>Total Creditors and accrued expenses</b>	<b>88,653.96</b>	<b>74,058.62</b>
Employee costs payable	16,920.07	20,023.42
<b>Total Current Liabilities</b>	<b>105,574.03</b>	<b>94,082.04</b>
<b>Total Liabilities</b>	<b>105,574.03</b>	<b>94,082.04</b>
<b>Net Assets</b>	<b>1,020,578.59</b>	<b>958,655.30</b>
<b>Equity</b>		
<b>Accumulated Funds</b>		
Accumulated Funds	792,711.21	699,712.20
Current Year Earnings	61,923.29	52,363.10
Transfer To/From Reserves	(1,629.59)	40,635.91
<b>Total Accumulated Funds</b>	<b>853,004.91</b>	<b>792,711.21</b>
<b>Dedicated Reserves</b>		

Table 3: Balance Sheet

	31 AUG 2021	31 AUG 2020
Asset Replacement Reserve	42,595.00	48,500.00
Back Country Fisheries Reserve	59,777.94	58,148.09
Hawke's Bay Pheasants Unlimited	1,610.89	1,602.00
River/Water Quality Donations	63,589.85	57,694.00
<b>Total Dedicated Reserves</b>	<b>167,573.68</b>	<b>165,944.09</b>
<b>Total Equity</b>	<b>1,020,578.59</b>	<b>958,655.30</b>

**Table 4 : Region: Hawkes' Bay to 31 August 2021**

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

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	Population Monitoring	\$ 7,800	\$ 6,049	831	\$ 53,442	\$ -	\$ -	\$ 71,451	\$ 59,491	\$ 11,959	\$ 83.3		
1120	Harvest Assessment	\$ -	\$ -	145	\$ 10,550	\$ -	\$ -	\$ 8,240	\$ 10,550	\$ (2,310)	\$ 128.0		
1130	Fish Salvage	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0		
1140	Hatchery Operations	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0		
1150	Game Farm	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0		
1160	Liberations	\$ 3,319	\$ 815	6	\$ 386	\$ -	\$ -	\$ 4,456	\$ 1,201	\$ 3,255	\$ 27.0		
1170	Regulations	\$ -	\$ -	70	\$ 997	\$ -	\$ -	\$ 3,978	\$ 997	\$ 2,981	\$ 25.1		
1180	Control	\$ 100	\$ -	24	\$ 1,512	\$ -	\$ 850	\$ 2,828	\$ 662	\$ 2,166	\$ 23.4		
	<b>TOTAL - SPECIES MANAGEMENT</b>	\$ 11,219	\$ 6,864	1,403	\$ 66,887	\$ -	\$ 850	\$ 90,953	\$ 72,901	\$ 18,051	\$ 80.2		
1210	RMA	\$ 10,000	\$ 10,913	360	\$ 20,618	\$ -	\$ -	\$ 30,459	\$ 31,531	\$ (1,072)	\$ 103.5		
1220	Works & Management	\$ 1,500	\$ 1,216	27	\$ 1,534	\$ 1,222	\$ -	\$ 3,034	\$ 2,438	\$ 596	\$ 80.4		
1230	Assisted Habitat	\$ 8,000	\$ 5,731	304	\$ 19,524	\$ -	\$ 8,077	\$ 17,945	\$ 17,178	\$ 767	\$ 95.7		
1240	Assessment	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0		
1250	Legal Expenses Reimbursed	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0		
	<b>TOTAL - HABITAT PROTECTION &amp; M</b>	\$ 19,500	\$ 17,860	643	\$ 41,364	\$ -	\$ 8,077	\$ 51,439	\$ 51,147	\$ 292	\$ 99.4		
1310	Access	\$ 2,500	\$ 2,250	100	\$ 5,683	\$ 2,445	\$ -	\$ 8,183	\$ 4,695	\$ 3,489	\$ 57.4		
1320	Satisfaction Survey	\$ -	\$ 470	35	\$ 2,219	\$ -	\$ -	\$ 1,705	\$ 2,689	\$ (884)	\$ 157.7		
1330	Newsletters	\$ 6,250	\$ 5,513	265	\$ 15,060	\$ 13,413	\$ 500	\$ 20,810	\$ 18,076	\$ 2,734	\$ 86.9		
1340	Other Publications	\$ -	\$ -	40	\$ 933	\$ -	\$ -	\$ 2,273	\$ 933	\$ 1,340	\$ 41.0		
1350	Training	\$ 4,500	\$ 3,690	390	\$ 19,396	\$ 700	\$ -	\$ 25,964	\$ 23,086	\$ 2,878	\$ 88.9		
1360	Club Relations	\$ 100	\$ -	65	\$ 2,638	\$ -	\$ -	\$ 3,784	\$ 2,638	\$ 1,156	\$ 69.5		
1370	Huts	\$ 1,500	\$ 1,462	60	\$ 5,693	\$ 1,500	\$ 2,174	\$ 3,410	\$ 4,981	\$ (1,571)	\$ 146.1		
	<b>TOTAL - ANGLER &amp; HUNTER PARTICIP</b>	\$ 14,850	\$ 13,385	950	\$ 46,736	\$ 2,700	\$ 3,024	\$ 66,139	\$ 57,097	\$ 9,042	\$ 86.3		
1410	Liaison	\$ -	\$ -	71	\$ 4,535	\$ -	\$ -	\$ 5,683	\$ 4,535	\$ 1,148	\$ 79.8		
1420	Communication	\$ -	\$ -	35	\$ 2,252	\$ -	\$ -	\$ 3,410	\$ 2,252	\$ 1,158	\$ 66.0		
1430	Advocacy	\$ -	\$ -	40	\$ 3,249	\$ -	\$ -	\$ 2,273	\$ 3,249	\$ (975)	\$ 142.9		
1440	Public Promotions	\$ 1,500	\$ 1,890	16	\$ 1,029	\$ -	\$ -	\$ 4,057	\$ 2,919	\$ 1,138	\$ 71.9		
1450	Visitors/Education	\$ 15,800	\$ 13,913	490	\$ 31,548	\$ 5,000	\$ 5,043	\$ 44,614	\$ 40,418	\$ 4,197	\$ 90.6		
	<b>TOTAL - PUBLIC INTERFACE</b>	\$ 17,300	\$ 15,803	840	\$ 42,812	\$ 5,000	\$ 5,043	\$ 60,038	\$ 53,372	\$ 6,666	\$ 88.9		
1510	Ranging	\$ 2,000	\$ 1,691	262	\$ 14,890	\$ 12,062	\$ -	\$ 16,890	\$ 13,753	\$ 3,137	\$ 81.4		
1520	Ranger Training	\$ 1,000	\$ 354	64	\$ 4,085	\$ -	\$ -	\$ 4,410	\$ 4,439	\$ (29)	\$ 100.7		
1530	Compliance	\$ 500	\$ 1,784	78	\$ 5,018	\$ -	\$ -	\$ 6,467	\$ 6,802	\$ (335)	\$ 105.2		
	<b>TOTAL - COMPLIANCE</b>	\$ 3,500	\$ 3,829	427	\$ 21,165	\$ -	\$ -	\$ 27,767	\$ 24,984	\$ 2,773	\$ 90.0		
1610	Licence Production	\$ -	\$ -	133	\$ 8,556	\$ -	\$ -	\$ 8,240	\$ 8,556	\$ (315)	\$ 103.8		
1620	Agent Servicing	\$ 500	\$ 217	57	\$ 3,635	\$ -	\$ -	\$ 7,320	\$ 3,852	\$ 3,468	\$ 52.6		
1630	Agents Payments	\$ -	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.0		
	<b>TOTAL - LICENSING</b>	\$ 500	\$ 217	190	\$ 15,060	\$ 12,191	\$ -	\$ 15,560	\$ 12,408	\$ 3,153	\$ 79.7		
1710	Council Elections	\$ -	\$ -	4	\$ 257	\$ -	\$ -	\$ -	\$ 257	\$ (257)	\$ #DIV/0!		
1720	Council Meetings & Expenses	\$ 2,000	\$ 3,022	367	\$ 23,593	\$ -	\$ -	\$ 20,754	\$ 26,615	\$ (5,861)	\$ 128.2		
	<b>TOTAL - COUNCILS</b>	\$ 2,000	\$ 3,022	371	\$ 23,850	\$ -	\$ -	\$ 20,754	\$ 26,872	\$ (6,118)	\$ 129.5		
1810	Management Plan	\$ -	\$ -	2	\$ 568	\$ 129	\$ -	\$ 568	\$ 129	\$ 440	\$ 22.6		
1820	Annual Planning	\$ -	\$ -	77	\$ 9,093	\$ 4,970	\$ -	\$ 9,093	\$ 4,970	\$ 4,123	\$ 54.7		
1830	Reporting - Auditing	\$ 6,900	\$ 6,891	128	\$ 8,250	\$ -	\$ -	\$ 19,971	\$ 15,141	\$ 4,830	\$ 75.8		
1840	National Liaison	\$ 300	\$ 265	80	\$ 3,410	\$ 5,114	\$ 42	\$ 3,710	\$ 5,337	\$ (1,627)	\$ 143.9		
	<b>TOTAL - PLANNING/REPORTING</b>	\$ 7,200	\$ 7,156	287	\$ 18,463	\$ 18,463	\$ 42	\$ 33,342	\$ 25,577	\$ 7,765	\$ 76.7		

## Table 4 : Region: Hawkes' Bay to 31 August 2021

2020/21 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME																				
		\$	76,069	\$	68,136	5,237	\$	297,623	\$	273,268	\$	17,036	\$	365,992	\$	324,368	\$	41,624	\$	88.6
<b>OVERHEADS</b>		<b>EXTERNAL COSTS</b>		<b>NETABLE INCOME</b>		<b>INTERNAL COST</b>		<b>NET COST</b>		<b>NETABLE INCOME</b>		<b>NET COST</b>		<b>NET COST</b>		<b>Variance</b>		<b>%</b>		
Code	Output	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	%
1910	Salaries	\$	245,079	\$	197,478	\$	-	\$	-	\$	-	\$	-	\$	245,079	\$	197,478	\$	47,601	80.6
1920	Staff Expenses	\$	12,500	\$	9,538	\$	-	\$	-	\$	-	\$	-	\$	12,500	\$	9,538	\$	2,962	76.3
1930	Staff Houses	\$	6,000	\$	5,739	\$	10,400	\$	10,000	\$	-	\$	-	\$	(4,400)	\$	(4,261)	\$	(139)	96.8
1940	Office Premises	\$	8,444	\$	7,847	\$	2,000	\$	409	\$	-	\$	-	\$	6,444	\$	7,438	\$	(994)	115.4
1950	Office Equipment	\$	2,900	\$	1,783	\$	-	\$	-	\$	-	\$	-	\$	2,900	\$	1,783	\$	1,117	61.5
1960	Communications/Consumables	\$	12,300	\$	10,340	\$	-	\$	-	\$	-	\$	-	\$	12,300	\$	10,340	\$	1,960	84.1
1970	General/ Wage subsidy repay	\$	6,500	\$	36,232	\$	-	\$	-	\$	-	\$	-	\$	6,500	\$	36,232	\$	(29,732)	557.4
1980	General Equipment	\$	2,500	\$	1,324	\$	-	\$	-	\$	-	\$	-	\$	2,500	\$	1,324	\$	1,176	53.0
1990	Vehicles	\$	13,800	\$	13,396	\$	-	\$	-	\$	-	\$	-	\$	13,800	\$	13,396	\$	404	97.1
	Administration	\$	310,023	\$	283,677	\$	-	\$	-	\$	-	\$	-	\$	310,023	\$	283,677	\$	26,346	91.8
<b>Total Overhead Net Cost</b>		\$	76,069	\$	68,136	\$	5,237	\$	297,623	\$	273,268	\$	17,036	\$	365,992	\$	324,368	\$	41,624	88.6
<b>Total Outputs Staff Hours</b>																				
<b>Internal Cost Per Hour</b>																				
Schedule C																				
Code	Output	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	%
1	Species Management	11,219	6,864	1,403	1,040	79,734	66,887	850	850	90,953	72,901	18,051	80.2							
2	Habitat Protection & Management	19,500	17,860	562	643	31,939	41,364	8,077	8,077	51,439	51,147	292	99.4							
3	Angler & Hunter Participation	14,850	13,385	950	727	53,989	46,736	3,024	3,024	66,139	57,097	9,042	86.3							
4	Public Interface	17,300	15,803	840	662	47,738	42,612	5,000	5,043	60,038	53,372	6,666	88.9							
5	Compliance	3,500	3,929	427	329	24,267	21,165	0	0	27,767	24,994	2,773	90.0							
6	Licensing	500	217	265	190	15,060	12,191	0	0	15,560	12,408	3,153	79.7							
7	Councils	2,000	3,022	330	371	18,754	23,850	0	0	20,754	26,872	-6,118	129.5							
8	Planning, Reporting	7,200	7,156	460	287	26,142	18,463	42	42	33,342	25,577	7,765	76.7							
9	Administration																			
<b>Total Overhead Staff Hours</b>				1,600	907															
<b>TOTAL BUDGET</b>		76,069	68,136	6,837	5,155	297,623	273,268	7,700	17,036	365,992	324,368	41,624	88.6							
<b>Licence Income 2019/20</b>		<b>Budget</b>	<b>Actual</b>																	
2019/20 Fish licence		231,595	299,006									(7,133)	(6,355)							
Less Commission		(16,960)	(18,140)									22,090	21,317							
<b>Net Fish Licence Income</b>		<b>214,635</b>	<b>280,866</b>									0	0							
2021 Game Licence Income		145,321	150,984									0	0							
Less Commission		-	-									0	0							
<b>Net Game Licence Income</b>		<b>145,321</b>	<b>150,984</b>									0	0							
Total Licence Income		376,916	449,990									30,579	30,579							
Less Licence revenue												(359,956)	(431,850)							
Less Other Income												0	0							
Plus other Expenses												0	0							
<b>Total Net 2020/21</b>		<b>359,956</b>	<b>431,850</b>	<b>Approved Budget</b>				<b>Surplus/(Deficit) YTD</b>				<b>(51,572)</b>	<b>61,921</b>							

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## Licence Sales Report

Ref: 6.01.05

30 September 2021

### 1. 2020-2021 Fish Licence Sales YTD 30 September 2021

- 1.1 Licence sales for the 2020-2021 season comparison against the 2019-2020 season YTD are summarised in Table one.
- 1.2 Fish licence sales for the 2021-2021 Season ended 3.8 % ahead of the 2019-20 season results.
- 1.3 Nationally at the same period the 2020-21 sales are reporting to be .2% above sales of the prior season.
- 1.4 The significant loss of Non-Resident participation was offset by increased resident type licence sales across most categories

### 1.5 Recommendation

*Council accepts the licence report*

### Hawke's Bay Fish Licence Sales YTD to 30 September 2021

Channel	FWF	FWA	FWNA	FSLA	FLAA	FWIA	FLBA	FSBA	FDA	FDNA	FWJ	FWND	FDJ	FDND	FWC	FWNC	FDNC	Total Fish	Fish LEQ	Fish Var	Fish \$
Agency Online	237	644	121	146	116	69	7	61	212	221	100	2	48	8	0	1	1	1,994			
Public Online	145	391	129	53	62	84	11	108	436	141	71	3	50	1	0	4	0	1,689			
Eyede Call Centre	5	3	2	3	0	2	0	0	3	0	3	0	0	0	0	0	0	21			
<b>Total YTD 2019-2020</b>	<b>387</b>	<b>1038</b>	<b>252</b>	<b>202</b>	<b>178</b>	<b>155</b>	<b>18</b>	<b>169</b>	<b>651</b>	<b>362</b>	<b>174</b>	<b>5</b>	<b>98</b>	<b>9</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>3,704</b>	<b>2,480</b>		<b>\$286,787</b>
Agency Online	213	653	17	153	122	74	4	61	239	10	123	1	60	0	0	1	0	1,731			
Public Online	226	581	18	74	108	78	6	140	476	35	105	3	75	0	0	1	0	1,926			
Eyede Call Centre	4	2	0	6	1	1	0	0	0	0	1	0	0	0	0	0	0	15			
<b>Total YTD 2020-2021</b>	<b>443</b>	<b>1236</b>	<b>35</b>	<b>233</b>	<b>231</b>	<b>153</b>	<b>10</b>	<b>201</b>	<b>715</b>	<b>45</b>	<b>229</b>	<b>4</b>	<b>135</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>3,672</b>	<b>2,574</b>	<b>3.8%</b>	<b>\$297,691</b>
<b>Increase/(Decrease) on 2020/21 YTD</b>																					
<b>94</b>																					

### 2020-21 Summary YTD Actual vs Total Budget

2020-21 Annual Fish Licence Sales Budget	2,003	100.0%	\$277,183
2020-21 YTD Actual	2,574	128.5%	\$297,691
Remaining to meet budget	571	28.5%	\$20,508

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

2020-21 Budgeted LEQ's	2,003	100.0%	\$277,183
2019-20 Complete Season* LEQ's	2,466		\$285,198
2019-20 Est year end based on current variance	2,560	127.8%	\$286,042
Est Shortfall/Surplus 2020-21 Season vs Budget	557	27.8%	\$18,859

### Non resident levy funds not incl in national budget

Category	Licences	Res Price	ent Price	Gross Levy	Incl GST	Levy Ex GST	Total ex GST
FWNA	35	180	133	47	44.89	39.03	\$1,366
FDNA	45	34	21	13	12.42	10.80	\$486
FWNJ	4	34	27	7	6.69	5.81	\$23
FDNJ	0	20	5	15	14.33	12.46	\$0
FWNC	2	34	0	34	32.47	28.23	\$56
FDNC	0	20	0	20	19.10	16.61	\$0

**3. 2021 Game Licence Sales**

- 3.1 The YTD Game licence sales for the 2021 season comparison against the 2020 season to 30 September are reported in Table two.
- 3.2 Total Game licence sales to 30 September have increased by 13.0 % when compared to the same period last year, Total of 104.0 % of the annual sales target has been achieved.
- 3.3 Nationally the licence sales are 6.8 % above on last year's sales to the same time.

Comparison of Game Licence LEQs to		2020		2021		2020		2021		% Increase / Decrease	
	Adult Season	Junior Season	Child Season	Adult 24 Hour	Junior 24 Hour	Child Season	Adult 24 Hour	Junior 24 Hour	Whole Season Equiv.		
<b>SALES CHANNEL</b>											
Direct Sales*	413	49	24	84	5				440		-10.6%
Agent Online Sales	1381	119	44	20	1				0		
<b>Total Game 2021</b>	<b>1794</b>	<b>168</b>	<b>68</b>	<b>104</b>	<b>6</b>				<b>1409</b>		<b>23.0%</b>
Direct Sales*	468	57	15	61	6				492		13.0%
Agent Online Sales	1123	84	45	24	5				1145		
<b>Total Game 2020</b>	<b>1591</b>	<b>141</b>	<b>60</b>	<b>85</b>	<b>11</b>				<b>1637</b>		
<b>TARGETS</b>											
2021 Total Budget	1728	168	80	80	7				1778		104.0%
2020 Total Sales	1902	181	87	98	7				1959		94.4%
<b>2021 Estimated year end</b>										<b>2213</b>	<b>124.4%</b>