



AGENDA

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

Venue 22 Burness Road

Date 17 October 2023

Time 6.00pm

1. Welcome
2. Apologies
3. Minutes of the previous meeting 5th September 2023
4. Matters arising from the minutes.
5. Health & Safety report
6. Conflict of interest register
7. Notification of items of general business
8. Management contract
9. Use of Govt Stores for purchasing
10. Runanga Weir
11. Exemption for Marginal Strip Disposition
12. Vision Thinking Study
13. NZ CEO Update
14. Private Edge Insurance Presentation
15. Future Finance Working Group Terms of Reference
16. Future Structure Working Group Terms of Reference
17. 2023-24 Draft Meeting & Budget Schedule & 2024 HBFG Council Meeting Dates
18. Draft Policy on Setting National Policy
19. Draft Conflict of Interest Policy
20. Draft Code of Conduct
21. Remuneration Policy
22. Remuneration Policy Cover Paper
23. Management Report
24. Licence Report
25. Finance Report
26. Meeting Closes

HAWKE'S BAY FISH & GAME COUNCIL

MINUTES OF A MEETING OF THE HAWKE'S BAY FISH AND GAME COUNCIL HELD AT THE GAME FARM ON MONDAY 4TH SEPTEMBER 2023 at 6.00 PM

PRESENT:

Messrs: Bates, (Chair), Lumsden, Duley, MacKay, Callum Slavin, Blair Slavin, Melville, Niblett, Williams, and Bowcock.

IN ATTENDANCE

Sam Robinson Governance Advisor Kerry Meehan Staff

APOLOGIES

None

WELCOME

Cr. Bates welcomed everyone to the meeting.

MINUTES OF PREVIOUS MEETINGS

That the minutes of the extraordinary meeting held on 8th August were a true and correct record of the meeting

Duley/McKay

CONFLICT OF INTEREST REGISTER

The conflict-of-interest register was signed by all Councillors present.

HEALTH AND SAFETY REPORT

That the Health and Safety Report be accepted by Council

Bowcock/B. Slavin

MANAGEMENT REPORT

The Management Report was taken as read and there were no queries arising.

FINANCE REPORT

That the payments for April and May 2023 totalling \$29,088.26 be approved.

April \$29,088.26

May \$7,795.70

Total \$36,883.96

Williams/Mackay

It was noted that included in the \$29K April payment was a payment of \$26k to NZC.

NZC CEO REPORT

It was noted in the report that the TOR for the Finance Working Group and the Future Structure Working Group had not yet been finalised.

It was noted in the report that the Organisation Strategy will be circulated to regions however it was also noted that this had not yet happened in Hawkes Bay.

LICENCE FEE RECOMMENDATION

The Hawkes Bay Council did reluctantly agree to this proposal though they noted that each Council, including the NZC need to strive to rapidly achieve improvements in productivity and a reduction in costs to deliver much improved real value to Licence Holders.

The Hawkes Bay Council also noted that the continuing downward trend in Licence Sales Revenue was not a healthy one.

C.Slavin/ Lumsden

RESIDENT/NON-RESIDENT DEFINITION

The Council agreed with the recommendation to amending this definition to line up with the immigration Act and Doc Taupo.

Williams/Mackay

RESERVES POLICY

Following some discussion, the Council decided that the policy should be set at a level of 50% of reserves.

Melville/Lumsden

NATIONAL REMUNERATION POLICY

It was noted that the policy was a good and straight forward policy that had been well prepared.

However, it was noted that without the numbers it was a bit meaningless and more detail on this was required.

The Council did accept the policy though with one abstention.

Melville/Niblett

SPORTS FISHING REGULATIONS

A draft of the above for the 2023/24 season was discussed.

It was noted that this included allowing bait fishing in some waterways which had not been allowed previously.

It was also noted that this was to encourage younger anglers into the sport.

There was also some discussion regarding the proposed bag limits and Council agreed that this should be set as one fish per day.

It was agreed that these draft regulations should be circulated to Anglers Clubs and other interested parties for consultation and be presented back to the next Council meeting for decisions to be made.

FACILITY DEVELOPMENT

It was agreed that a subcommittee be appointed to assist management with the development and funding of the facility to include toilet, cooking and showering facilities.

This will include Councillors MacKay, Melville, and Bates.

2023/2024 FINANCIAL YEAR BUDGET

There was some concern expressed by Council that the budget needs to cater for increased staff costs and that we should not cut the budget too far.

Management was asked to reconsider the budget because of this and then resubmit the budget to Council.

It was noted that the current budget for the new Financial year was sitting at \$270,909 which compares to the current year's budget of \$380,642

NZFG Remuneration

The matter discussed was the proposed remuneration levels for NZ based Fish and Game staff.

Whilst there was no detail provided via hard copy, one Councillor was in receipt of the detail.

As this info was shared with Council there was a general concern expressed about the high levels proposed for several staff.

Several Councillors expressed concern that these levels were more than what some of them were paying their own staff.

Management was asked to obtain a copy of the recommendations and then circulate these to Council.

It was noted that more detail should be forthcoming.

There being no further business the Chairman declared the meeting closed at 8.47 pm.

Matters Arising from the minutes.

As confirmed & discussed Chris Newton is welcomed back to Council after his resignation as Interim Regional Manager

McKay/Lumsden

There was discussion over Lake Tutira and efforts that had been made to engage with Mangaharuru, but due to staff changes, and a move towards returning the lake to its native state attempts have been unsuccessful.

It was suggested a movement towards using Lake Hawkston and other local lakes should be pursued.

New Season Regulations. More publicity needed to advise on reasons behind reduced bag limits this year. Newspaper & Facebook advertising. Get a guide out on rivers to report conditions and fish numbers. Promote success stories. Keep people engaged & buying licenses.

Health & Safety Report

Number of workplace injuries in 2022-2023 year	0
Number of workplace injuries in 2021-2022 year	0
Number of workplace injuries in 2020-2021 year	0
Number of workplace injuries in 2019-2020 year	1
Number of workplace injuries in 2018-2019 year	0

Report to be reinstated into management report.

H&S briefing should be done with volunteers/parents/teachers before school visits. Purchase life preservers in case student falls into ponds. Purchase more safety glasses for fishing.

Niblett/Lumsden

Other Business

NZ Council Meeting, still waiting on the minutes, Greg Duley will send out when posted.

OWP will be finalised with the new manager. Adopt draft plan proposed by Chris Newton and update with what hasn't been included.

Bates/McKay

It was proposed that as a sign of appreciation of the work done by councillor Kevin Williams a \$200 meal voucher be purchased and presented to Mr Williams

Melville/Slavin

Management Report for Hawkes Bay Fish and Game Council Meeting 22 August 2023

Population Monitoring

With the assistance of Graeme Jobey and Colin Rose we managed to complete the Shoveler Duck Survey and all the forms have been sent through to Eastern region for collation.

With the condition of the rivers still making it difficult to do any counting of trout we have been relying on the Regional Councils EDNA testing results showing the presence of trout or not.

At the meeting I will give a demo as to how to interpret the results of this testing. Understandably a number of rivers are showing a very low presence of trout and invertebrates, but it is variable.

Curriculum Launch

This happened on 21 June and was attended by around 12 schools. It also involved a think tank about other areas that it could involve as well as a tour of the facility.

We are waiting for the final draft to come back to us from Nicky Andersen who is now employed by the Ministry of Education.

Education Report

Since the last Council meeting, we have had 6 schools visit and use the facility here, some of them have used it twice as they send different classes.

These visits have included Primary, Intermediate and High school students.

With each visit we have split the students into three groups, one group doing water studies, one doing biodiversity and of course, one fishing. The groups then rotate around each activity.

We have learnt a lot about organising groups of students, but I suspect we are still novices. It has however shown the potential of the facility as an Education Centre.

Over the next month or so we have several schools visiting, including Hastings Boys High.

One issue that has arisen is that when it comes to fishing activity, we need experienced anglers to assist as a number of these students have never held a rod before and there maybe up to 20 Students in group.

In addition, as we are relying on volunteers to man this activity, sometimes we do get let down if someone is a no show.

I have asked the team here to explore ways it could be managed better.

Kids Fishing Day

We had another very good Fishing Day on Sunday 13 August. The slowest part of the day was getting the fish to take.

Kids caught fish, so there were a lot of happy faces, both parents and children.

There are several other fishing events that have been in the planning.

On 31 August there will be a Senior anglers fishing day here at the facility, and one for Junior and Adult anglers will be announced soon.

Health and Safety

There have not been any accidents/incidents to report for the period.

There remains only one incident for the entire year.

It is important to note that for every school visit a Health and Safety briefing is given to the students, teachers, and parents as they enter the grounds.

Recommendation – That the H&S report is accepted.

Licence Report

The latest licence report is up to 25 July 2023.

As shown in the following summary Hawkes Bay licence sales YTD are down on the previous year for both fish and game sales.

NZ sales for fish are up slightly on the previous year though game are down on the previous year.

	Hawkes Bay	NZ
Total Fish	(6.4%)	2.2%
Total Game	(8.8%)	(1.4%)

Recommendation – That the licence sales report is accepted.

Finance Report

Refer to the attached financial reports.

These reports cover the June and July months.

For June the result was a loss of \$13,182 and for July a loss of \$35,527.

The YTD result to end July 2023 is a profit of \$106,331.

June Payments - \$21,281.01

July Payments - \$68,142.81

Note – The July payments include \$22,231.89 to IRD, \$5,290 for compostable toilets, \$3,030 .40 for HBRC rates, and \$3,978.48 for computer hardware.

Recommendation – That the June and July payments are accepted.

Recommendation – That the Finance Report for YTD 31 July 2023 be accepted.

Lumsden/Bates

It was agreed to accept the draft Operational Work Plan until new management is appointed and can make any changes.

Bates/Ross

At 6.55pm the Council decided to move to a Public Excluded Session.

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. September/October 2023 update

Staff cut back overhanging flaxes from walk way areas and are keeping carpark clear of slippery debris. Peeling anti-slip strips on stairs were removed and replaced with black painted strips.

Volunteers were given an updated H&S briefing in September. A sign in box was installed on the service entrance gate.

3. Monitoring and Reporting

Workplace Accident Register

As at 10/10/2023 October 2022

Number of workplace injuries in 2023-2024 year	1
Number of workplace injuries in 2022-2023 year	0
Number of workplace injuries in 2021-2022 year	0
Number of workplace injuries in 2020-2021 year	0
Number of workplace injuries in 2019-2020 year	1
Number of workplace injuries in 2018-2019 year	0

4. Training programme

Kerry Meehan & Davey Jones attended a refresher St John First Aid Course

5. H&S incidents and near misses

Davey suffered a rotator cuff sprain while cutting branches with the motorised pole saw

12.2. Recommendations:

When pruning high branches staff must use the pole extension to reduce strain on back and shoulder muscles.

That Council accepts the health and safety report

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 of Interest or highlight any potential conflict. The “Interest Register” ring binder will be circulated in the first part of each meeting for Councillors to record any interests. The Council should then discuss how it wants to deal with any interest or perceived interest identified.

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

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

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

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

¹ “Matter” means:

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

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

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:
- (ii) not vote on issues related to the matter;
 - (iii) not discuss the matter with other members;
 - (iv) 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;
 - (v) not, subject to the discretion of the Chairperson, receive further papers or other information related to the matter.
- 1.13.3 Where a member can be shown to have a potential conflict of interest, the Council (excluding the affected member) will determine an appropriate course of action, which may include the following:
- (i) applying some or all of the actions applied to a member with a conflict of interest (set out in 1.13.2 i) – iv) above);
 - (ii) provide a written explanation outlining why there is no legal conflict of interest that can be made available to all Fish and Game Councils, licence holders and other interested parties.
- 1.13.4 The conflicted member will be given the opportunity to be heard by the Council on the points raised and the member's submissions will be taken into consideration by the Council.
- 1.13.5 The minutes must record the declaration and member's subsequent abstention from discussion and voting.

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

3. Recommendation

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

8. Management Contract

Purpose

To discuss a management contract put forward by New Zealand Fish & Game CEO Corina Jordan for Management services to Hawkes Bay Fish and Game.

Background

With the resignation of Chris Newton HBBG Council is looking for a solution to the management role and staffing of Fish & Game.

Recommendation

That Council agree to New Zealand Fish and Game Council overseeing management of Hawkes Bay Fish and Game with Corina Jordan overseeing management.

9. Use of Govt Stores for Purchasing

Purpose

To use the New Zealand Government Yearbook for any F&G purchasing to ensure best pricing and use as benchmark for other quotes.

Background

Each year the NZ Government puts out a publication listing preferred suppliers who offer discounts to Government departments.

Recommendation

That Council agrees to adopt this as best practice when purchasing goods and services for Hawkes Bay Fish & Game.

10. Runanga Weir

Purpose

Some concerns have been raised regarding the flood risks to property owners below the weir.

Background

HBFG have the resource consent to the weir and yearly inspections need to be carried out on the weir with a structural engineers report every 3 years which to our knowledge hasn't been carried out. A structural engineer has assessed and reported the weir is in good condition. Residents are concerned the water level in the lake is at maximum so it doesn't have the ability to absorb heavy rains such as those in cyclone Gabrielle and puts those below the Weir in significant danger to life & property. The weir has been successful in improving the water quality of the lake.

Recommendation

That Council liaise with HBRC to assess the lakes inputs & outputs and the level of risk posed to those in surrounding properties.

11: Exemption for Marginal Strip Disposition

Purpose

To agree or disagree to approve the disposal from the marginal strip located between the HB Expressway and Ormond Road that includes part of the Ruapare Stream.

Background

DOC have received an application from The Property Group on behalf of Waka Kotahi NZ under section 24B Conservation Act 1987, seeking an exemption to the requirement for a marginal strip along part of the Ruapare Stream, if it sells the land.

Recommendation

That Council agrees or disagrees to the exemption of the proposed disposal from the marginal strip.

12: Vision Thinking Study**Purpose**

To assess a post cyclone study undertaken by Dr Humphrey Walker post Cyclone Gabrielle.

Background

Dr Humphrey Walker is proposing to conduct a study to quantify angler & gamebird hunter perceptions of their recreation's prospects post-flood and contrast these with the ecological recovery of Hawke's Bay rivers. See attached proposal

Recommendation

That Council accepts or declines Dr Walker's proposal to run the study.



6 September 2023

NZC CEO Update to Regional Managers

Summary of Fish & Game National Council Meeting #165 (18 & 19 August 2023)

Tēnā koutou,

I hope this latest NZC Meeting update finds you all in good health and you are all looking forward to the upcoming Staff Conference in Rotorua from 12 to 15 September 2023. It will be a great opportunity for us all to get together and reflect on a number of achievements across the organisation as we navigate our way towards shaping the future of Fish and Game New Zealand.

Please find below a summary of the key topics and decisions that emerged from the latest NZC meeting held in Wellington on 18 & 19 August 2023.

Executive Overview:

Guide Licence Update: Regional Fish & Game Council concerns in relation to delays on the completion of the Guide Licence were acknowledged by the New Zealand Fish & Game Council. The Guide Licence document is subject to ongoing negotiation with the Guides and refinement such that it would be acceptable to the Minister of Conservation. It is scheduled for the Guides Licence to come to the next NZC meeting in November 2023 for consideration and finalisation.

Insurance and Indemnity: NZC received a presentation on insurance and indemnity from John Bell and Katishce Remnant from Aon Insurance. Discussion revolved around policy coverage and limits, including claims that were subject to a maximum payout per annum, and the concept of aggregated limits as well as the need to address risks and potential issues. Attention was also given to the coverage for PCBU situations and health and safety regulations and impacts on insurance coverage with some ambiguities clarified. Insurance does not cover, for example, fines against a PCBU (CEO/Manager/ and Council) for breaches against the Health and Safety or Maritime Acts. Future insurance considerations were also discussed, including exploring different options to better cover various levels of risk, sharing premiums based on licence holders rather than regional allocation with a goal to reduce duplication of costs. The PowerPoint presentation is attached for your information and contemplation of future insurance options.

2023-24 Annual Budget & Meeting Schedule: The proposed 2023/24 Annual Budget & Meeting Schedule for upcoming NZC meetings were agreed for Regional consultation, subject to:

- A change to the Licence fee meeting in June, which is to be held over two half days in order to consider both the Licence fee recommendation to the Minister of Conservation, and also NZC advice to the Minister on the Sports fish Forms and Fees, Regulations and Anglers Notice; and
- The August NZC meeting is to be held over two days.

The Annual Budget & Meeting Schedule is now out to regions for consultation, please see attached updated Annual Budget & Meeting Schedule with feedback due 20 October. Please note the NZC Policy for changing Policy document discussed below which is also out for consultation. It will be important for Regional Fish & Game Council meetings to be scheduled ideally on the off month of a NZC meeting, or at least 3 weeks after a NZC Meeting and at least 3 weeks prior to the next NZC meeting to enable effective communication and decision making across Councils.

Statutory managers of freshwater sports fish, game birds and their habitats

New Zealand Council

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Research and Monitoring Programme: Updates were provided on ongoing studies funded by the Research Fund, along with the presentation of the draft Research Strategy. Feedback on the strategy was requested, with plans to engage with the Research Subcommittee to finalise in time for the next NZC meeting in November. The role of Research Subcommittee and delineation of roles between operational and governance was discussed with the Research Subcommittee's Terms of Reference to be finalised to clearly define responsibilities in line with organisational objectives and would be presented at the next NZC meeting for ratification. The significance of research sharing, peer reviewing, and publishing was highlighted and the importance of research in maintaining a strong social license and addressing access issues was also discussed.

Draft Resource Management Strategy & Practice Notes Update: The Draft RM strategy serves as a foundation for understanding the Resource Management issues over the next few years and workload. The RM Strategy and Practice Notes provide a platform for setting out Fish & Games values that we want to see reflected in regional and national policy, and management responses. It also introduces a project priority matrix for RMA fund applications, which outlines essential criteria that projects must meet to be eligible for NZC funding. A landing page has also been developed to serve as a resource for stakeholders, primarily planning/policy experts, and organisations seeking similar outcomes to Fish & Game in the policy space. The landing page features our Practice Notes which sheds light on our approach and initiatives while offering comprehensive insights into our contributions to environmental policies and strategies.

Detailed Information and Decisions:

Research Fund Application: NZC received a significant research application 'Economic Survey of Trout and Salmon Angling in Aotearoa New Zealand' focused on trout and salmon angling with a budget of \$160,000.

Approved in Principle: *The application's intent was approved in principle. NZC emphasised that the research should encompass a national assessment, including Taupo with this project being extremely high priority for NZC.*

Staff were to refine the application, exploring costs and potential funding sources in collaboration with the Research Subcommittee and present a revised version to NZC for review and ratification at its 24 & 25 November 2023 meeting. The findings of recent national surveys and the CSI canal survey were to be integrated into this comprehensive national survey with this being central in delivering a unified perspective on the direct and indirect value of New Zealand trout fisheries to New Zealand.

RMA/Legal Fund Applications: NZC received two applications from the Wellington Fish and Game Council:

- Greater Wellington Regional Council plan change hearing process requesting \$50k towards legal costs and \$30k for Planner costs totalling \$80k; and
- \$120k for Horizons Regional Council plan changes.

Both cases were supported: *as they would have significant consequences for the organisation at a national level and were considered precedent setting. However, due to concerns around budget constraints, the workload identified through the RM strategy, including potential requirements of additional staff, and the conservation law reform, NZC approved funding of the Greater Wellington Case out of the RM Legal Budget and seek that WFGC fund the Horizons case from their reserves at this time. The NZC CEO was to discuss this with the Wellington Regional Manager.*

A summary of pre consultation processes that are underway under the NPS-FM was provided at the meeting. With the volume of additional work, in principle approval was sought from NZC to look at options for additional staffing, including an inhouse lawyer and 1-2 additional RMA planners.

Approved in Principle: *To explore the possibility of hiring additional staff, with an in-house lawyer and 1-2 RMA planners identified as key roles needed to manage the workload effectively.*

At present, the process for RM legal fund approval is subject to an independent legal for applications exceeding \$50,000, including the two applications received above. However, this policy will be revisited due to the growing capacity of our in-house staff to conduct assessments before NZC reviews.

Budget and Financial Decisions: Discussion revolved around the operational work plan budget, cost of compliance in the maritime program, and fiscal impact of the Ministerial Review. Budgets not utilised were considered for carryover into the new fiscal year, including the unused funds from the Ministerial Review Budget for 2022-23 to be carried over to 2023-24 to fund the Organisational Finance Optimisation proposal and implementation of non-legislative review recommendations. A list of priority projects for the 2023-24 and 2024-25 periods was also approved.

Approved: *The budget for 2023-24 was approved with a projected deficit of \$343,074 and delegated authority to the NZC CEO to manage spending within the approved 2023-24 budget.*

Consideration was given to the Hunting & Fishing magazine and the assessment of Fish and Game magazines' future viability with further review and deliberations to be carried out in November. The NZC allocated funding towards Fish & Game's social license campaign.

Policy and Governance:

- **Policy Modernisation:** The Policy Modernisation Subcommittee, comprising the Executive Committee, will review and distribute policies to regions for consultation as required in order to streamline the process of giving effect to the Ministerial Review, with final decisions resting with NZC. The focus will be on implementing the Ministerial Review, ensuring H&S and HR policies meet legislative requirements, and avoiding undue length and complexity. The importance of effectively communicating policies to regions was emphasised, along with encouraging their adoption to ensure consistent standards across all areas.
- **National Policy Implementation:** A Policy on Setting National Policy was discussed at the NZC meeting for consideration by the Regions. Track-changed copy attached. A streamlined consultation process is recommended in order to accommodate urgent statutory requirements and to implement the non-legislative parts of the Ministerial Review.

Key amendments include:

- Streamlined process:
 - Draft policies can go to a NZC committee/or its delegate, such as the Executive (as mentioned above) which has the delegation from NZC to review the policies and approve them for consultation with the regions.
 - Policies must be consulted within one NZC Council meeting cycle (8 weeks).
 - NZC staff collect and present feedback from Fish & Game regions to the NZC, which is to be received at least 15 working days prior to the NZC meeting.
- Amendment to Clause e: to allow 'reasonable time' for Fish and Game Councils to provide feedback so the NZC can consider and amend the draft national policy before adopting it (Also allows for situations where a longer consultation period is required based on the complexity of the issue).
- Removal of '*majority decision*' as there is no legal requirement for complete agreement by all, or a majority of Fish and Game Councils in arriving at that policy.
- This would review/set F&G National Policy and these elements would also apply in any other circumstances where the NZC is required to consult with Regional Councils.

The policy is circulated to regions for feedback and is due by 20 October 2023 ideally. It is noted that the current NZC Policy for setting policy could be interpreted as providing two meeting cycles therefore, would not be concluded before the end of the year. We are seeking that Regions agree to a shortened timeframe for providing feedback on the policy for Setting National Policy, in order to enable the ongoing work required to implement the Ministerial Review and ensure that Fish & Game is meeting its legislative requirements.

- **Conflict of Interest Policy:** The Conflicts of Interest Policy was considered, and a draft was discussed for final approval in the upcoming November meeting. Detailed editing is to be carried out, ensuring clarity and compliance. Regions will be encouraged to review their existing policy in

light of the revised NZC policy to ensure consistency. The policy is circulated to regions with feedback due by 20 October 2023.

- **Staff Code of Conduct:** The draft Staff Code of Conduct was to be amended to include the values framework from the organisational strategy, and consideration be given to include the definition of “due process” under misconduct and inclusion of a dispute resolution provision, with the updated version to be circulated to regions for feedback as requested by the Chairs Forum and as part of the Ministerial Review Recommendation 17. The Staff Code of Conduct Policy is attached and circulated to regions for feedback due by 20 October 2023.

Please note, it is important that staff are consulted on this policy as well as your councils.

- **Remuneration Policy:** NZC approved the draft Remuneration Policy taking into consideration regions feedback. Please find attached the final policy and accompanying paper which sets out staff recommendations and reasoning, and key sections of the discussion outlining why the NZC adopted the policy as national policy binding on the regions.
- **Working Groups ToR:** The draft Future Finance Working Group and Future Structure Working Group Terms of Reference were approved by NZC. Attached for your information.

Operational Updates:

- **NZC CEO Report: NBE Update:** Fish & Game has secured changes to “protect the habitat of trout and salmon” with the areas that Fish & Game remain concerned about noted. The financial implications of the National Angler Survey were discussed. NZC received the Engaging with Mana Whenua: A discussion document exploring best practice for Fish & Game, which highlighted the importance of specific survey responses from iwi and tribes, including details such as gender, age, and iwi affiliations with this to be circulated to Regional Councils and relevant stakeholders. As part of the program to implement Fish & Games Section 4 responsibilities & Ministerial Review Recommendations in relation to Iwi, and in building a stronger connection with Mana Whenua the following was acknowledged: ***the urgency of incorporating Te Ao Māori perspectives within the NZC staff policies, and the allocation of funds approved for a part-time advisor contract to facilitate this integration.***

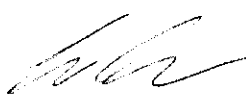
Decisions from Part II (Public Excluded) moved to Part I:

- **Compliance Policy Review:** NZC received the draft gun unloading and unattended firearms standard operating procedures and Ranger Compliance Report with it agreed that: ***the NZC CEO is to review the existing national policy on compliance and propose a nationally coordinated approach under a revised national compliance framework including development of SOP's.***
- **Maritime Function:** NZC agreed to fund: ***The development of overarching policies and systems that support the organisation's Maritime functions including agency wide health and safety policy; the Sea Flux App to have better oversight of marine health and safety documentation; and increase the annual funding for the Maritime Officer position and support systems and functions to reflect the Maritime New Zealand recommendations with funding to come from regions reserves (pro rata on boats) for the 23/24 year.***

If you have further queries or need more details on any of these points, please feel free to contact me directly.

We value your ongoing commitment and look forward to your continued participation in achieving our common objectives.

Nāku iti noa, nā



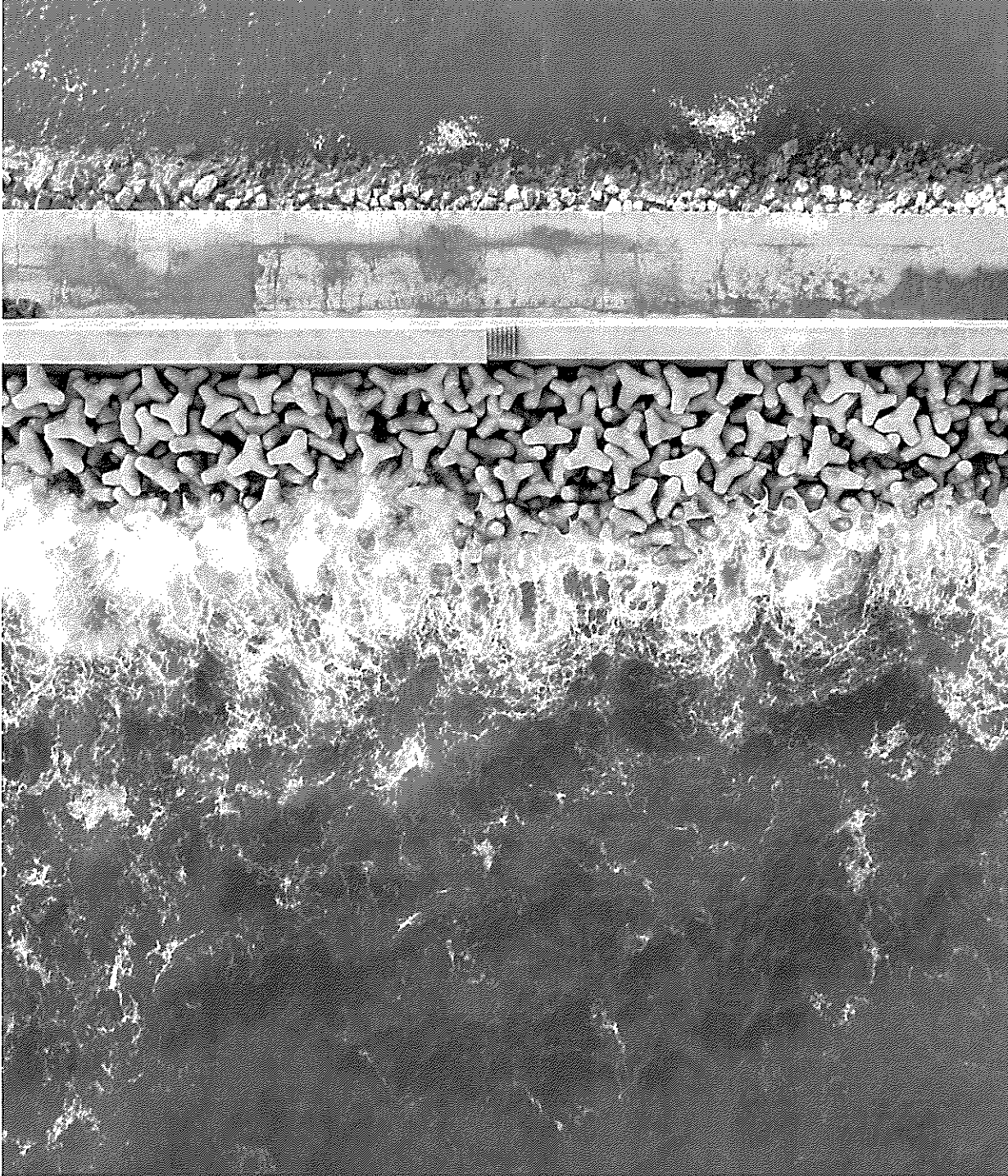
Corina Jordan
Chief Executive Officer
New Zealand Fish and Game Council

AON

**Private Edge
Insurance
Presentation**

**New Zealand Fish & Game
Council**

18 August 2023



Disclaimer

Comments made in this presentation are in respect of the insurance implications and are not to be taken as legal advice. Matters relating to legal advice queries should be referred to legal advisers for comment.

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Private Edge – what is it?

- A modular policy offering core management liability and corporate liability options;
- Target market is small to medium sized unlisted organisations in New Zealand;
- To protect the organization and its key decision makers.

What's covered?

Directors & Officers Liability – protection for the key decision makers against claims for wrongful management.

Corporate Liability – protection for the organisation from claims of wrongful management, plus coverage for the accidental death of a director, internet liability and PR costs to prevent damage to or restore business reputation in the event of a crisis.

Statutory Liability (*optional*) – covers individuals and the business for costs associated with the unintentional breach of a New Zealand statute, including fines and penalties if these are insurable.

Employers Liability (*optional*) – covers personal injury not covered by ACC that is sustained by an employee during the course of their employment.

General Liability – protection for any legal liability arising from claims relating to bodily injury or property damage.

What is covered? cont.

Employment Practices Liability (*optional*) – protects the business from claims for wrongful dismissal or discrimination by past and present employees.

Crime (*optional*) – protects the business from losses related to fraudulent or dishonest activities carried out by employees or outside third parties.

Miscellaneous Professional Indemnity (*optional*) – protection against third party claims for financial loss resulting from a breach of duty, misleading or deceptive conduct, infringement and defamation.

Cyber Liability (*optional* – note you do have this insurance via your CPF arrangements) – protection against claims for breaches of data security, personal and corporate information, contamination of third-party data and denial of access.

Tax Audit and Review (*optional*) – cover for costs associated with a qualified accountant preparing a response to an IRD tax audit or review notice.

What is covered? cont.

Kidnap, Ransom and Extortion (*optional*) – provides cover for reimbursement of ransom payments and response consultants engaged to manage a kidnap, hijack or extortion event.

Liability Consequential Loss (*optional*) – covers subsequent financial loss resulting from an indemnified claim made under the General Liability, Statutory Liability or Employer's Liability sections.

Other Additional Benefits

Crisis Event – protects the company against financial losses resulting from a wide range of crises, with PR assistance to rebuild brand reputation.

Accidental Executive Death – covers financial losses brought about by the accidental death of a key executive.

Superannuation Trustees Liability – cover for the trustees of superannuation plans against third party claims.

Current Insurance Placement

Directors & Officers Liability

- Limit of Indemnity \$2,000,000 any one claim and in the aggregate
- Excess \$5,000 in the case of company reimbursement but Nil for directors and officers
- Includes Public Relations Services with a sub-limit of \$100,000 and Extradition Proceedings with a sub-limit of \$100,000

Corporate Liability

- Limit of Indemnity \$2,000,000 any one claim and in the aggregate
- Excess \$5,000
- Includes Accidental Death with a sub-limit of \$100,000 per Insured Executive up to \$500,000; Crisis Event with a sub-limit of \$50,000; and Superannuation Schemes with a sub-limit of \$250,000

Statutory Liability

- Limit of Indemnity \$2,000,000 any one claim and in the aggregate
- Excess \$500, increasing to \$5,000 for Health & Safety at Work Act 2015

Current Insurance Placement cont.

Employers Liability

- Limit of Indemnity \$2,000,000 any one claim and in the aggregate
- Excess \$500

General Liability

- Limit of Indemnity \$5,000,000 each occurrence, except in the aggregate any one claim in respect of Product Hazard claims
- Excess \$500

Employment Practices Liability

- Limit of Indemnity \$2,000,000 any one claim and in the aggregate
- Third party discrimination sub-limit \$500,000
- Excess \$5,000

Crime

- Limit of Indemnity \$150,000
- Excess \$10,000

Important Information to Note

Costs and Expenses (Defence Costs)

- Are capped at \$500,000 in the aggregate

Aggregated Limit of Indemnity

- The maximum amount payable under the policy is \$2,000,000

Listed Subsidiaries

- The definition of Insured is extended to include listed entities on the policy as if they were subsidiaries.

Forestry Warranty

- Provides restrictions and requirements for indemnity to be available under the policy.

Insolvency Exclusion

- No cover where the loss is in any way arising out of, based upon, attributable to, or in any way connected with the Insured's actual or alleged insolvency, or its actual or alleged inability to meet any or all of its debts as and when they fall due.

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Claims Scenarios

Corporate Liability

A company is sued by its former agents for breach of contract after it terminates their contracts in order to replace them with full-time staff. The agents sue for non-payment of commission. Overall settlement and defence costs reached 6 figures.

Corporate Liability

The tragic accidental death of a director creates financial hardship for a company. Executive search fees and other consequential costs are mitigated with a \$100,000 lump sum paid to the company.

Employment Practices Liability

An employee is dismissed after sending a stream of emails to colleagues about one of his senior managers. However, the employer failed to follow proper process in dismissing the employee and the case settled for a 5 figure sum.

Claims Scenarios cont.

Employment Practices Liability

An employee is unfairly dismissed for non-attendance even though her employer knows she was pregnant. Her employers claim that the manager who dismissed her was not aware of her pregnancy – although the company fails to reverse its decision when the employee produces confirmation from her GP. The case settled for a 5 figure sum.

Directors & Officers Liability

Proceedings issued against a marketing company by a competitor in the USA alleging misuse of intellectual property. Current reserve is \$250,000.

Directors & Officers Liability

The directors of a company in financial distress appoint an administrator who subsequently puts the company into liquidation. The liquidator alleges the directors have allowed the company to trade whilst insolvent during the six months leading up to the administrator's appointment. Defence costs and the directors' personal liability have the potential to reach a 7 figure sum.

Claims Scenarios cont.

Crime

A long-term employee who processes invoices also has access to the supplier creation system. The employee sees that when invoices are approved for payment, the financial controller examines the largest payment in detail and then signs the rest. The employee creates a false supplier and makes many small payments. This occurred over a 15 years period totally circa \$500k.

Crime

A company's commission scheme for new sales pays six months payments up front, with no cancellation claw back. An employee creates false sales to fictitious clients, receives the 6 months commission and then cancels the order. After investigation, other employees were found to have seen the same opportunity and had been running the same fraud.

Cyber Claims Scenarios

Business Email Compromise

Recently a small client of Aon NZ experienced what seemed like a minor cyber incident, but the costs quite quickly added up to a significant event for that business.

A small professional services firm of 9 staff suffered a business email compromise (via phishing) to one staff member. This resulted in a fraudulent email being sent to approximately 450 recipients stating an outstanding invoice was to be paid (with a link to “download” invoice). Fortunately, the client quickly picked up on this and was able to notify those contacted to avoid any wrongful payments.

While this loss vector was quickly minimized, the client still incurred costs to retain IT expertise to terminate active sessions and reset the impacted account. Further to this, the client engaged legal and forensic experts to ascertain what data in the mailbox had been accessed and whether privacy notifications were required. It was deemed 12 individuals had been impacted (license/passport info accessed) and notification to them and the Office of the Privacy Commissioner (OPC) was required. The OPC have taken no further action.

The total costs of this claim was \$44,000, made up of \$30,000 of breach response/privacy advice and notification as well as \$14,000 of IT forensic and response costs. Interestingly, a non-insured cost identified as a part of the claim response was the clients IT provider enabling multifactor authentication to avoid similar breaches in the future – this was at a cost of \$350.

Cyber Claims Scenarios cont.

Managed Service Provider Breach

Aon's client, a mid-sized regional professional services firm engaged with a managed service provider (MSP) for the IT services. Unfortunately for our client, the MSP suffered a breach which in turn resulted in a number of the MSP's clients being impacted. The impacts to these clients varied, with some able to easily restore from backups and only suffering minor business interruption.

Again, unfortunately for our client (the regional professional services firm), they suffered a severe impact from the event. Their live and backup systems were encrypted by the bad actors and a separate ransomware demand presented to them. After initial forensic investigation it became clear no valid backup alternative was available and ransom negotiation would be required.

Via the insurers incident response vendor panel, the client engaged a specialized ransomware negotiator to confirm bad actor "history", perform sanction checks, engage and negotiate with the bad actor and facilitate payment of the ransom demand. This resulted in the bad actor providing the decryption keys and the insured system being restored.

The total cost of this claim is still being adjusted but currently is \$655,000, which is made up of \$75,000 breach response legal/privacy advice, \$150,000 of forensic IT services and advice, \$430,000 of actual ransom payment and negotiation costs and yet to be adjusted business interruption costs due to the 2.5 week impact to systems

Thank You

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Future Finance Working Group Terms of Reference

1. The name of the working group shall be the Future Finance Working Group.
2. The purpose of the working group is to develop and recommend to the New Zealand Fish and Game Council, and the twelve regional Councils, a five-year budget and supporting business plan for the entire Fish & Game organisation which will form the basis of financial decisions for Fish & Game such as the contestable funding process and reserves policy.
3. The Future Finance Working Group shall consider, but not be limited to:
 - a. Statutory functions of NZC and Regional Fish & Game Councils.
 - b. Fish & Game Organisational Strategy.
 - c. Previous reports which included consideration of the financial performance of Fish & Game including structure (PWC Report, and Clark and Mills Ministerial Review).
 - d. Optimisation of Fish & Game organisational financial efficiency and effectiveness.
 - e. Budgeting processes.
 - f. Long term Fish & Game Organisational financial resilience.
4. The terms of reference for the working group are a living document and can be changed as agreed with the New Zealand Fish and Game Council in consultation with the twelve regional Councils.
5. The working group shall be a sub-committee of the New Zealand Fish and Game Council and shall be chaired by one of the two New Zealand Fish and Game Councillors with the other acting as deputy chair.
6. The working group has the ability to appoint any suitably qualified person required for advice, assistance and support.
7. The working group will consist of two New Zealand Council councillors and two regional chairs.
8. The working group will be supported by and can have input from NZC staff.
9. The working group shall report to the New Zealand Fish and Game Council and shall be bound by the Governance Policies of the New Zealand Fish and Game Council.
10. The working group shall be funded by the National Budget as agreed by the New Zealand Fish and Game Council.
11. The working group shall, for membership, draw on the voluntary contribution of governors within Fish and Game who have the appropriate expertise and experience to carry out the functions of the working group. Normal expenses incurred in the course of the working group's activities will be reimbursed from the National Budget.
12. The working group recognises the legislative autonomy of individual regional Councils in providing a national financial framework that will support greater efficiency and alignment within Fish & Game.
13. The working group shall seek financial information from regional Councils in discharging its purpose. Such information will be used strictly to aid the purpose of the working group.
14. The working group shall prepare minutes of each meeting and report on activities to the New Zealand Fish and Game Council at each meeting.
15. All deliberations of the working group shall remain confidential to Fish and Game, where provided for by the Local Government Official Information and Meetings Act 1987.

Future Structure Working Group Terms of Reference

1. The Future Structure Working Group (FSWG) is the name of the group.
2. The purpose of the Working Group is to develop and recommend to the New Zealand Fish and Game Council and the twelve regional Councils a long-term sustainable structure for the entire Fish and Game organisation.
3. The Future Structure Working Group may consider, but not be limited to:
 - a. Statutory functions of NZC and Regional Fish & Game Councils. Recommendations will be designed to work within existing legislation in the short term but will also consider a sustainable long-term structure that will require changes to current legislation.
 - b. Fish & Game Organisational Strategy.
 - c. Previous reports which included consideration of the existing structure with recommendations towards a new structure for Fish & Game (F&G Resource Allocation Project; Clark and Mills Ministerial Review; Hunt Report).
 - d. Consideration of a completely new structure not considered by previous reports or working groups.
 - e. Optimisation of Fish & Game organisational efficiency and effectiveness.
 - f. Work in collaboration with the Future Finance Working Group.
 - g. Long term Fish & Game organisational resilience.
 - h. Iwi representation on Councils.
 - i. Youth and female representation on Councils (Diversity).
 - j. Options for improving the relevance and long-term sustainability of Fish & Game to the public.
4. The terms of reference for the Working Group are a living document and can be changed as agreed with the New Zealand Fish and Game Council in consultation with the twelve regional Councils.
5. The Working Group will report to the New Zealand Fish and Game Council and will be chaired by one of the appointed New Zealand Fish and Game Councillors.
6. The Working Group may appoint any suitable person required for advice, assistance, and support.
7. The Working Group will consist of at least two New Zealand Council councillors and two regional chairs, plus input provided by one member of the Future Finance Working Group. The NZC Chair is an ex-officio member of the FSWG.
8. The Working Group will be supported by and can have input from NZC staff.
9. The Working Group will report to the New Zealand Fish and Game Council and shall be bound by the Governance Policies of the New Zealand Fish and Game Council.
10. The Working Group will be funded by the National Budget as agreed by the New Zealand Fish and Game Council.
11. The Working Group shall, for membership, draw on the voluntary contribution of governors within Fish and Game who have the appropriate expertise and experience to carry out the functions of the working group. Normal expenses incurred during the group's activities will be reimbursed from the National Budget.
12. The Working Group recognises that it is bound by the legislative autonomy of individual regional Councils in providing to a national structural framework that will support greater efficiency and alignment within Fish and Game.
13. The Working Group will prepare minutes of each meeting and report on activities to the New Zealand Fish and Game Council as required, this may be in report form or comprise of an oral update.
14. All deliberations of the Working Group will remain confidential to Fish and Game, where provided for by the Local Government Official Information and Meetings Act 1987 and amendments.

DRAFT 2023-24 Annual Budget & Meeting Schedule

Key:

	Public Holiday
	NZ Council Meeting
	Regional Managers/CEs Meeting
	GBHT Board Meeting
	Governors Forum (Regional Chairs & NZC)

Year: 2023			
Month	Date	Meeting/Activity	Location
September	Friday 1 Sep	Fish & Game New Financial Year	
	Friday 22 Sep Saturday 23 Sep	GBHT Board Meeting <i>(Including Saturday field trip)</i>	Hawke's Bay
October	Sunday 1 Oct	Sports Fishing Opening	
	Monday 23 Oct	Labour Day	
November	Wednesday 1 Nov	High Country Sports Fishing Opening	Otago & Southland
	Thursday 2 Nov	Regional Managers/CEs Meeting <i>(Feed into 24 & 25 Nov NZC Meeting)</i>	Online
	Saturday 4 Nov	High Country Sport Fishing Opening	Nth Canterbury & CSI
	Friday 24 Nov Saturday 25 Nov	NZ Council Meeting (Held over 2 days) <i>(Set 2024/25 Strategic Priorities)</i>	Wellington
December	Thursday 14 Dec	Regional Managers/CEs Meeting (TBC)	Online
	Friday 22 Dec	All Variance Reports & Reserves Schedules Submitted to CFO	
	Monday 25 Dec	Christmas Day	
	Tuesday 26 Dec	Boxing Day	
	Friday 29 Dec	All Regional Council 2023 Meetings to be complete/held	
Year: 2024			
January	Monday 1 Jan	New Year's Day	
	Tuesday 2 Jan	New Year's Day Observed	
	Friday 26 Jan	Summary of Variance Reports & Reserves Updates <i>(Returned to Managers with queries)</i>	
	Wednesday 31 Jan	Licence Working Party Licence Sales Forecast <i>(Forecast week before 29th report)</i>	
	Wednesday 31 Jan	Regulation Details Due for Game Notice <i>(From all Regional Councils)</i>	
February	Friday 2 Feb	World Wetland Day/Release of 2024 Habitat Stamp	
		Variance Reports Final Circulation to Managers	
		Draft Game Notice Submission to DOC for comment	
	Tuesday 6 Feb	Waitangi Day	
	Thursday 8 Feb	Regional Managers/CEs Meeting	Online
	Friday 9 Feb	Game Regulation Guide Content Due to NZC Office	
	Monday 19 Feb	Game Notice & Submission to MOC & Gazette Office	
	Friday 16 & Sunday 18 Feb	NZ Council Meeting (Held over 2 days) <i>(Includes Licence Forecast)</i>	Wellington
	Saturday 17 Feb	Governors Forum - Regional Chairs & NZC <i>(Planning & Governance)</i>	Wellington
Friday 23 Feb/or following week	Publish Game Notice in NZ Gazette		

Year: 2024			
Month	Date	Meeting/Activity	Location
March	Thursday 14 Mar	Game Bird Hunting Licences on Sale (2 nd Thursday)	
	Monday 18 Mar	Game Magazine Released	
	Wednesday 20 Mar	Draft Budgets & Contestable Fund Applications Due	
	Thursday 28 Mar	Staff Development Grant Applications Close	
	Friday 29 Mar	Good Friday	
April	Monday 1 Apr	Easter Monday	
	Sunday 7 Apr	Mark-up/Pegging Day (4 weekends before opening)	
	Friday 12 Apr	Budgets, Budget Summaries & Contestable Fund Applications Circulated	
	Thursday 18 Apr	Regional Managers/CEs Meeting	Wellington
	Friday 19 Apr	NZ Council & Regional Managers/CEs Joint Meeting (am)	Wellington
	Saturday 20 Apr	NZ Council Meeting	Wellington
	Thursday 25 Apr	Anzac Day	
May	Saturday 4 May	Game Bird Season Opening	
	Thursday 23 May	Regional Managers/CEs Meeting (Feed into 18 & 19 June NZC Meeting)	Zoom
	Friday 31 May	Regional responses to Licence Fee proposals, Anglers Notice & SFLFFN backcountry/sea run salmon Due to NZC Office	
June	Monday 3 June	King's Birthday	
	Tuesday 18 June Wednesday 19 June	NZ Council Meeting (Held over 2 half days) (Consider Licence Fee, Anglers Notice & SFLFFN)	TBC
	Thursday 20 June	Licence fee, Anglers Notice & SFLFFN submission to MOC	
	Thursday 27 June	GBHT Grant Applications Due	
	Friday 28 June	Matariki	
July	Tuesday 9 July	GBHT Grant Applications Distributed to Board	
	Wednesday 17 July	GBHT Board Meeting (11am)	Zoom
	Thursday 18 July	Anglers Notice Published in NZ Gazette	
August	Thursday 1 Aug	Regional Managers/CEs Meeting	Zoom
	Monday 12 Aug	Fish & Game Election Nominations Open	
	Thursday 8 Aug	Sports Fishing Licences on Sale (2 nd Thursday in August)	
	Thursday 29 Aug	Fish & Game Election Nominations Close	
	Friday 23 Aug Saturday 24 Aug	NZ Council Meeting (Held over 2 days)	Wellington
	Monday 26 Aug	Fishing Magazine Released	
	Saturday 31 Aug	Fish & Game End of Financial Year	
September	Wednesday 11 Sep	Election Roll Closes	
	Friday 6 Sep Saturday 7 Sep	GBHT Board Meeting (Held over 2 days)	TBC
	Thursday 19 Sep	Fish & Game Election Voting Papers Out	
October	Tuesday 1 Oct	Sports Fishing Opening	
	Tuesday 15 Oct	Election Postal Dates Close	
	Wednesday 30 Oct	Elected Members Take Office	
	Monday 28 Oct	Labour Day	

Year: 2024			
Month	Date	Meeting/Activity	Location
November	Friday 1 Nov	High Country Sports Fishing Opening	Otago & Southland
	Saturday 2 Nov	High Country Sport Fishing Opening	Nth Canterbury & CSI
	Thursday 7 Nov	Regional Managers/CEs Meeting (Feed into 13 & 14 Dec NZC Meeting)	Zoom
	Wednesday 20 Nov	New Regional Councils Last Day to hold Inaugural Meeting (3 weeks after taking office)	
December	Friday 13 & Saturday 14 Dec	NZ Council Meeting (Held over 2 days) (2025/26 Strategy)	Wellington
	Friday 20 Dec	All Variance & Reserves Schedules to CFO	
	Tuesday 31 Dec	All Regional Council 2024 Meetings to be complete/held	

NZC Dates.

24 November
 16 February
 19 April
 18 June
 23 Aug
 13 Dec

2024 HBFG Proposed Meeting Dates.

5 Dec ACM
 12 March
 14 May
 9 July
 10 September
 19 November.

Regional meetings should aim to be in alternative month to NZC meetings & at least 3 weeks prior or post NZC meetings.

DRAFT POLICY ON SETTING NATIONAL POLICY

Section	National
Contact/Owner	NZC CEO/NZC
Last Review	2018/19
Next Review	November 2028 (5 years or as appropriate)
Approval	NZC November 2023
Effective Date	[INSERT DATE]

1. PURPOSE

- 1.1 National policy provides guidance, cohesion, coordination and direction to be consistently applied across the organisation. This sets out the process for setting national policy.

2. PRINCIPLES

- 2.1 In setting these functions, Parliament has given the NZ Fish and Game Council (NZ Council) a leadership and coordination role at the centre of the sports fish and game system to ensure that all parts of the system work together as a coherent whole.
- 2.2 **Statutory relevance for FG NZ:**
As noted, a central aspect of the NZ Council's co-ordination purpose is its function to "*develop, in consultation with Fish and Game Councils, national policies for the carrying out of its functions for sports fish and game*" (section 26C(1)(a)).1
- 2.3 This function is accompanied by the requirement that Fish and Game Councils "*implement national policy determined by the New Zealand Fish and Game Council*" (section 26Q(1)(v)).

3. PROCESS

- 3.1. The following provisions shall apply in the preparation and approval of such policy:
- Proposed policy initiatives can be put forward by the NZ Council or any Fish and Game Council for consideration by the NZ Council, or its delegate (which has the delegation from NZ Council to review policies and approve them for consultation with the regions).
 - The initiative will be drafted as policy and submitted to the NZ Council, or its delegate, for its consideration.
 - In determining that the policy warrants becoming national policy, the NZ Council, or its delegate, must agree to it as draft national policy and consult with Fish and Game Councils.
 - Fish and Game Councils are to include rationale for any change/amendment in a letter from the regional chairperson that can be attached to a report to the NZ Council on consultation and feedback.
 - Following a period (~~one of at least two meeting cycles~~) that allows Fish and Game Councils reasonable time to consider and provide feedback on the draft national policy, the NZ

Council can consider and where necessary amend that policy before resolving to adopt it as national policy.

f. Once adopted, the NZ Council must circulate the document to all Fish and Game Councils, recording the date it was approved as National Policy.

3.2 In doing so, there is an expectation that the NZ Council will approach the development of national policies with an open mind to the views of Fish and Game Councils. That said, it does not require that there be complete agreement ~~but a majority decision~~ by all Fish and Game Councils in arriving at that policy. Section 26C(1)(a) Conservation Act 1987 provides that the NZ Council can adopt national policies "in consultation with Fish and Game Councils".

3.3 The NZ Council may at any time prepare an amendment to any National Policy. In doing so it is required to follow the same consultation process of notifying Fish and Game Councils and allowing for feedback on what is proposed and whether the policy is amended.

3.4 All new policies are to be reviewed after a two-year period no longer than 5 years or as appropriate.

4. DOCUMENT MANAGEMENT CONTROL

Prepared by: Corina Jordan, NZC CEO
Owned by: NZC/NZC CEO
Authorised by: Fish and Game New Zealand National Council
Date Issued (for Consultation): 6/09/2023
Next Review: November 2028 (5 years or as appropriate)

Section	NZC Governance
Contact/Owner	NZC CEO/NZC
Last Review	December 2015 (In Governance Policies)
Next Review	August 2026
Approval	NZC November 2023
Effective Date	[INSERT DATE]

1. PURPOSE

- 1.1 The purpose of this policy is to protect the integrity and the reputation of the New Zealand Fish and Game Council and its members.
- 1.2 Council is responsible for ensuring that all actual, perceived or potential conflicts of interest are handled appropriately, and this Policy sets out the procedures for the management of this.
- 1.3 This Policy is binding on all Members of the Council.

2. POLICY

- a. A Conflict of Interest arises in respect of a Matter when the Member can be shown to have actual bias or apparent bias.

For the purposes of this policy, "Matter" means:

- 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 26B(1) of the Conservation Act; or
 - An arrangement, agreement, or contract made or entered into, or proposed to be entered into, by the Council.
- b. 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), debtor(s) or creditor(s)).
 - c. 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.
 - d. 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.

- e. 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.
- f. Members of the Council are expected to have read and be familiar with the Office of the Auditor General's publication Managing Conflicts of Interest: Guidance for Public Entities (2007).
- g. Each Member of the Council, as soon as practicable after election to the Council, must be provided with a copy of this Policy and must confirm in writing that they have read and understood it and they will comply with its requirements.
- h. Conflicts of Interest will be a standing item on the Council agenda.
- i. Aspiring office holders will be required to declare any Conflicts of Interest before appointment.

3. POTENTIAL CONFLICT OF INTEREST

- a. For the purposes of this Governance Policy, a Potential Conflict of Interest arises when:
 - There is a realistic connection between the Member's private interest(s) and the interest(s) of the Council;
 - The Member's other interest could specifically affect, or be affected by, the actions of the Council in relation to a Matter;
 - 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
 - There is a risk that the situation could undermine public trust and confidence in the Member or the Council.

4. DISCLOSURE PROCESS

- a. A Member with a Conflict of Interest or a Potential Conflict of Interest must identify the conflict and disclose it to the Council in a timely and effective manner. The Member must disclose:
 - The nature of the interest and the monetary value of the interest (if the monetary value can be quantified); and/or
 - The nature and extent of the interest (if a monetary value cannot be quantified).
- b. If a Member is uncertain of whether there is any Conflict of Interest or Potential Conflict of Interest, the Member should disclose it to the Council as a Potential Conflict of Interest for consideration by the Council.
- c. The disclosure of any conflict must be recorded in the minutes and entered in a separate Interests Register.
- d. When the conflict has been identified, the Council must determine how that conflict is to be dealt with.

5. DEALING WITH THE CONFLICT OF INTEREST

- a. When a Conflict of Interest arises in respect of a Matter, the affected Member:
 - Must promptly declare a direct or indirect conflict at the Council meeting, other than any interest that they hold in common with the public
 - Will be excluded from discussions regarding the Matter (including not being in the same

room when the Matter is discussed);

- Will not vote on issues related to the Matter;
 - Will not receive papers or any other information on the Matter; and
 - Will not discuss the Matter with other Members.
- b. Members may be asked at any time to complete and sign a Material Interest Declaration (attached)

6. DEALING WITH A POTENTIAL CONFLICT OF INTEREST

- a. Where there is a Potential Conflict of Interest, the Council (excluding the affected Member) will determine an appropriate course of action, which may include the following:
- Applying some or all of the Actions applied to a Member with a Conflict of Interest (set out at 4);
 - Sending a written explanation to stakeholders, members and licence holders outlining why there is no legal conflict of interest; and/or
 - Monitoring the Matter to determine whether at any point the Matter changes such that there is a Conflict of Interest.
- b. In determining the appropriate course of action, the Council will have regard to:
- The type or size of the Member's other interest;
 - The nature or significance of the relevant Matter; and
 - The extent to which the situation could undermine public trust and confidence in the Member or the Council.
- c. The Member will be given the opportunity to be heard by the Council on the points in 5.a and 5.b and the Member's submissions will be taken into consideration by the Council.
- d. If a Member is concerned that another Member has an actual, perceived or potential conflict of interest:
- the concerned Member must inform the Chair of all material facts at the earliest reasonable opportunity;
 - the Chair will report that concern to the next meeting of the Council;
 - the concern will be recorded in the minutes of the meeting;
 - the Council will determine the appropriate further steps to be taken.

(Members are reminded that invoking this Policy for their own strategic or political purposes, rather than to uphold the integrity of the NZC, would be contrary to the Governance Policies and their duties as Members)

7. PREDETERMINATION

A conflict of interest may arise when a Member has strong views about a matter that create a risk of bias, prejudice, or predetermination that is inconsistent with performing his or her duties to the NZ Council in an impartial, objective and independent manner. Members must not approach NZ Council decisions with a closed mind but rather be willing to consider fairly all relevant information and

arguments.

If the Member's approach to a Matter is likely to be predetermined, they will be excluded from participating in the Matter in the manner set out in 4.

8. REGISTER OF INTERESTS

The Chief Executive is responsible for maintaining a Register of Interests. This must record:

- The date on which the interest is declared or identified;
- The name of the Member of the Council having the relevant interest;
- The relationship between the Member of Council and the person holding the relevant interest (if relevant); and
- A reference to action taken

9. DOCUMENT MANAGEMENT CONTROL

Prepared by: Jane Hutchings, HR Business Partner
Owned by: NZC/NZC CEO
Authorised by: Fish and Game New Zealand National Council
Date Issued (for Consultation): N/A
Next Review: August 2026

Schedule to Conflicts of Interests Policy
Material Interests Declaration

Name: _____

Member of Council Staff Member

My current occupation (other than with NZ Council):

Directorships and trusteeships held by me (or my immediate family) which could be considered relevant to NZ Council activities:

Shareholdings in publicly listed companies held by me (or my immediate family) which council be considered relevant to NZ Council activities:

Shareholdings in private companies (if greater than 5% of issued shares) held by me (or my immediate family) which could be considered relevant to NZ Council activities:

My property interests which could be considered relevant to NZ Council activities:

My involvement in community organisations which could be relevant to NZ Council activities:

My other interests (or other interests of my immediate family) that I consider relevant to declare:

I declare that the above disclosures are a true and complete record of my interests and the interests of my immediate family in accordance with the NZ Council Conflicts of Interests Policy.

.....

(Signature)

.....

(Date)

DRAFT STAFF CODE OF CONDUCT

Section	Operational
Contact/Owner	NZC HR
Last Review	New Policy
Next Review	
Approval	NZC November 2023
Effective Date	

1. PURPOSE

This policy sets out the minimum standards of conduct for all staff, and supports the values of Fish and Game NZ. Reflected in this *Code of Conduct* is the importance of trust and confidence in the relationship between Fish and Game Councils and their employees. The *Code of Conduct* covers all employees of Fish and Game Councils, and, contractors covering employment positions.

2. POLICY

Employees are expected to act reasonably at all times in compliance with their individual conditions of employment and taking into account the interests and welfare of Fish and Game Councils and their colleagues. As an employee, you are expected to maintain the highest integrity, discretion and ethical conduct when performing your duties or representing your Fish and Game Council. All employees are expected to exercise good judgement to determine what action should be taken in any given situation and be able to withstand scrutiny from internal and external parties.

3. EXPECTED BEHAVIOURS

1. Personal Responsibilities:

- act honestly and with integrity in all aspects of your employment;
- respect the rights of others and treat others courteously and without discrimination or harassment;
- be respectful of, and responsive to all cultures, values and beliefs;
- perform and organise your work to the best of your ability and according to specified duties by showing commitment to high quality work, policies, and standards and taking a strategic approach by thinking ahead about ramifications of actions you take;
- carry out any lawful and reasonable instruction from your manager;
- be supportive of your colleagues and accept your responsibilities as part of the team;
- comply with all Fish and Game policies, processes, standards, vision, mission, values, and SOPs
- act in a safe manner to protect your health and safety and that of your colleagues. Follow your Fish and Game Council's Health and Safety policies and procedures and comply with all reasonable and relevant directions.

VALUES

TRUST

We are trusted as consistent and capable providers

INCLUSION

We recognise and respect diverse perspectives and cultural interests

CONNECTION

We are deeply connected with anglers, hunters, regulators and the public

SERVICE

We are enthusiastic, professional, kind and accountable

- do not consume alcohol at work or during work time (including lunch breaks) unless by prior approval from the Chief Executive/Regional Manager
- 2. External Relationships:**
- be courteous, helpful and responsive;
 - respond promptly to requests;
 - act reasonably, honourably and in good faith when working with the fishing and hunting communities
 - create and maintain positive relationships and networks with others.
- 3. Customer Service and Responsiveness:**
- recognise everyone you deal with is a customer;
 - strive to get things done to agreed standards and timeframes;
 - keep others informed of progress or delays; and
 - be responsive and react to situations in a timely manner.
- 4. Confidential Information:**
- be responsible for the security and confidentiality of any personal information that you have acquired;
 - ensure that any information you have acquired through your work is not used for personal advantage; and
 - ensure that financial and non-financial information gathered by Fish and Game and your knowledge of its systems and processes is used solely to perform Fish and Game business.
- 5. Conflict of Interest:**
- obtain your manager's approval before commencing any activity, business interest or employment that has the potential to conflict with Fish and Game business (refer to *Conflicts of Interest Policy*);
 - avoid any financial interest in any undertaking that could be seen to compromise your responsibilities to Fish and Game,
 - do not allow personal relationships with staff or customers to affect or appear to affect the professional relationship with them;
 - ensure that your behaviour in relation to gifts and gratuities and managing contracts and purchasing does not compromise your personal integrity or that of Fish and Game; and
 - when your personal views differ from those of Fish and Game, you must ensure that both your personal integrity and the integrity of Fish and Game are not compromised. If you are likely to find yourself in this situation, then you should discuss the matter with your manager first.
- 6. Uphold the Reputation of Fish and Game:**
- act with integrity at all times;
 - ensure your participation in political matters does not conflict with your duty to your Fish and Game Council and any partnerships with government agencies; and
 - ensure your private activities do not reflect adversely on Fish and Game or key stakeholders.
- 7. Additional Expectations for Managers:**
- guide and motivate employees in accordance with Fish and Game policies, processes, standards and systems that are in place to support you in your role as a manager;
 - lead by example and model the standards of behaviour expected of all employees; and
 - take responsibility for the quality of work performed, the actions and decisions of employees in your team.

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8. Misconduct:

- any form of misconduct will constitute a breach of the Fish and Game Code of Conduct and may lead to disciplinary action;
- it is Fish and Game’s intention that all matters relating to unsatisfactory conduct will be dealt with properly, fairly and consistently.
- following a fair process, as set out in MBIE’s employment website [Fair process » Employment New Zealand](#) if the essential elements of trust and confidence are found to have been breached by employees, Fish and Game may terminate the employment relationship.

4. DOCUMENT MANAGEMENT CONTROL

Prepared by: Jane Hutchings, HR Business Partner
Owned by: NZC/NZC CEO
Authorised by: Fish and Game New Zealand National Council
Date Issued (for Consultation): 6/9/23
Next Review:

DRAFT

VALUES

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Section	Operational
Contact/Owner	NZC CEO/NZC
Last Review	N/A – New Policy
Next Review	August 2025
Approval	NZC 18/19 August 2023
Effective Date	18/19 August 2023

1. PURPOSE

This Policy provides a consistent, transparent and flexible framework for rewarding and recognising the contribution of all Fish and Game Councils by applying a pay for performance-based remuneration model. This enables Fish and Game Councils to attract, retain and motivate the employees it needs to achieve its strategic and operational objectives both now and into the future.

This Policy aims to be consistent with the Good Employer requirements of the Public Service Act 2020, sections 73 and 74.

2. PRINCIPLES

2.1. The Fish and Game Council's remuneration strategy, systems, policies and processes will:

- a. Support the Fish and Game Council's business strategy and goals, organisational capability and focus on service delivery;
- b. Provide enough flexibility to attract and retain the employees needed both now and into the future;
- c. Ensure affordability and sustainability to meet the standards of fiscal prudence required by licence holders and the Councils;
- d. Deliver a remuneration package to employees that reflects both the value of a role to Fish and Game and the contribution and experience of the employee performing the role;
- e. Progress employees demonstrating good performance to the midpoint of the range within three years in role;
- f. Reward employees based on consistent delivery of strong individual performance that includes both the results that are achieved and how they are achieved;
- g. Demonstrate equity, openness and transparency; and
- h. Ensure consistency and pay parity across the regions for similar roles.

2.2. Decisions made by Councils on the allocation of any funds towards annual remuneration reviews will be based on a combination of factors including:

- a. Fish and Game Council's remuneration strategy and framework;
- b. Individual performance as assessed in performance reviews, and employee contribution to national level projects;

- c. Relevant market pay rates (average of General Market and Local Government benchmarks) to inform salary ranges; and
 - d. Affordability.
- 2.3. A reputable and proven job evaluation system will be used to size roles at Fish and Game.
- 2.4. Job descriptions will be reviewed at least 3 yearly to assess any growth or reduction in complexity and value
- 2.5. As part of any annual remuneration process, employees will be informed of the remuneration range for their role.
- 2.6. All employees will be paid at least the minimum of the range (85%) for the position they hold.
- 2.7. Employees will have the opportunity to progress through the remuneration range to a level commensurate with their assessed performance and experience.
- 2.8. All employees will be remunerated above the annually published national living wage of New Zealand.

3. SCOPE

- 3.1. This policy is applicable to all permanent employees (employed under contracts of service) of all Fish and Game Councils.
- 3.2. Contractors are excluded from this Policy and this Policy does not limit any Fish and Game Council's ability to determine the terms of any contractor.
- 3.3. To be eligible for a remuneration review, employees must have commenced permanent employment with Fish and Game prior to 1 July of the current review year.
- 3.4. Permanent employees who commence employment with Fish and Game on or after 1 July will have their remuneration reviewed in the following review year.
- 3.5. Any employee who has worked for less than three months in their role of the performance year is not eligible for a remuneration review.
- 3.6. Casual employees are not eligible for a remuneration review.
- 3.7. Fixed Term employees (of one year or less duration) are not eligible for a remuneration review.
- 3.8. Fixed Term employees greater than one year duration may be eligible for a remuneration review at the Council or manager's sole discretion, which will be covered within the Fixed Term Agreement between both parties.

4. ANNUAL REMUNERATION REVIEW BUDGET

The NZ Council, with support and advice from the NZ Chief Executive, will determine the total budget available for increases from the Contestable Fund and allocation for the annual organisation remuneration review based on submissions from the Regional Managers/Chief Executives. Final budgets are subject to the Minister of Conservation decision on licence fees.

5. MARKET POSITIONING

Subject to affordability and sustainability, Fish and Game Councils aim to position themselves competitively against the 'Industry and Service' median (Fixed Remuneration¹), to be able to attract, retain and reward suitably qualified/experienced people. The fixed package includes use of vehicles, additional leave and Kiwisaver contributions over 3%.

¹ Fixed remuneration is defined as annualised base salary plus any fixed benefits such as extra leave, a vehicle, extra kiwisaver etc.

6. SALARY RANGES

The salary ranges are reviewed once a year against market data supplied by Strategic Pay or other 3rd party provider, and may change to maintain alignment with comparable roles in the market:

- a. While salary ranges may be adjusted, there is no automatic change to any individual's remuneration;
- b. The salary ranges extend from 85% to 115% of the midpoint (100%); and
- c. All individual remuneration increases will be based on progression to midpoint plus the outcome of the performance review process.

If a review of the job size of a particular role is considered necessary, this will be done in consultation with the employee.

7. CONSUMER PRICE INDEX (CPI) ADJUSTMENTS

There are no adjustments for CPI (Consumer Price Index). CPI is incorporated within the market data considered by Fish and Game.

8. KIWISAVER

8.1. Fish and Game encourages employees to make provision for their retirement, and encourages participation in KiwiSaver or other personal superannuation schemes at the discretion of the employee:

- a. Fish and Game is not affiliated with any specific KiwiSaver provider, and encourages employees to seek independent advice regarding their personal choice to join or opt-out of KiwiSaver; and
- b. As required by law, Fish and Game provides employer contributions to KiwiSaver participants of 3 percent. This contribution may not be converted into salary.

9. TIMELINE FOR REMUNERATION REVIEW

9.1. Regional Managers/CEOs submit applications as one of the Contestable Fund submissions, by 31 March each year for funding for remuneration increase in the next financial year, based on advice from a third-party provider regarding market movements.

9.2. The budgets including any contestable fund bids for salary budget increases are approved by the NZ Council in April.

9.3. In July/August managers conduct performance appraisals of staff and determine increases for performance.

9.4. Guidelines and eligibility criteria are provided to Regional Managers/Chief Executives prior to the review to ensure consistency across Fish and Game and to support sound, appropriate decision making that is linked to performance in each role.

9.5. Staff are advised in writing of the results of the remuneration review and changes are made effective from 1 September each year.

10. RESPONSIBILITIES

10.1. Regional Managers/Chief Executives and Councils

Regional leaders have a key responsibility to effectively communicate with their employees throughout the annual performance and remuneration review processes, setting expectations, providing constructive, meaningful feedback, guidance, and support, and communicating review outcomes.

Additionally, Regional leaders have a responsibility to:

- a. Communicate review outcomes to their people;
- b. Model appropriate behaviours, leading by example; and
- c. Seek advice and assistance as appropriate.

10.2. NZC Human Resources

Human Resources will:

- a. Provide support and guidance to Regional Leaders to facilitate the smooth, timely completion of the performance and remuneration processes;
- b. Provide advice to regional managers and CEOs during moderation and approvals discussions;
- c. Maintain and update remuneration policies and processes ensuring employees are kept up to date; and
- d. Liaise with remuneration providers with respect to job evaluation and remuneration market data.
- e. Ensure regional employee salary information is only retained for the purposes of the review and is destroyed when that review is completed.

11. DOCUMENT MANAGEMENT CONTROL

Prepared by: Jane Hutchings, HR Business Partner
Owned by: NZC/NZC CEO
Authorised by: Fish and Game New Zealand National Council
Date Issued: 18/19 August 2023
Next Review: August 2025

Remuneration Policy

NZ Fish and Game Council Meeting 165 – 18 August 2023

Prepared by: Jane Hutchings, HR Business Partner, NZ Fish and Game Council

Kōrero taunaki - Summary of considerations

Purpose

This report seeks final approval from the New Zealand Fish and Game Council (NZC) for the draft Remuneration Policy.

Financial considerations

Nil Budgetary provision Unbudgeted

Risk

Low Medium High Extreme

Ngā taunaki - Staff Recommendations

NZC Staff recommend the following motion:

That the New Zealand Fish and Game Council:

1. Receive the information; and
2. Approves the draft Remuneration Policy.

Whakarāpopoto - Summary

1. The NZC viewed and commented on the draft Remuneration Policy at its April 2023 meeting. The draft policy was then sent to Regional Managers in order that they could consult with their staff and Councils. The responses are summarised in the table below.

Takenga mai – Background

2. Section 26C(1)(a) of the Conservation Act provides that the NZ Council shall:

“Develop, in consultation with Fish and Game Councils, national policies for the carrying out of **its** functions for sports and game”.

3. While it could be argued that means that this only applied to policies for the NZC and not to Regional Councils, the Minister for Conservation in September 2002 formally advised the NZ Council:

“I require the New Zealand Council to coordinate the management, enhancement and maintenance of sports fish and game by regional Fish and Game Councils, including the development of any relevant national policies to achieve its coordination purpose.”

4. The organisation asked NZC to establish a cohesive remuneration framework. Over the last three years, work has been done to achieve this by several remuneration committees with the final result being the new remuneration framework that was agreed at the April NZC meeting. The attached Remuneration Policy supports that framework, along with the Performance Review Policy, which is currently out for consultation.

Consultation

5. Regional feedback is set out below:

Region	Remuneration Policy	Comment
Northland	✓	Northland Fish & Game Council supports the draft remuneration policy.
Auckland/Waikato	✓	Feedback was around definition of roles and salary bands rather than on the Policy itself, except to say that their Policy on Policies from NZC states that policy consideration should go through 2 rounds of regional council meetings. Time has been allowed for this, but no further feedback has been received
Eastern	✓	Supports in principle the intent to create a framework that brings a national policy over the process for all regions but retains room for regional input. The policy should also include a broad framework for the CEO/Managers in the Remuneration Policy process.
Hawke's Bay	✓	Supports the policy and that it was a good and straight forward policy that had been well prepared. It was noted that without the numbers it was a bit meaningless and more detail on this was required.
Taranaki	✓	Policy only sent to staff for feedback, general support and no specific comments.
Wellington	✓	Supports policy for internal consistency of remuneration and to ensure that we remain competitive following market assessments. Assessments must be made during the budgeting process to ensure F&G can afford recommendations and are aware of potential budget constraints. However, the view was that the policy purpose should confirm that either this should be a policy to be followed by the regions by agreement or that it is a guideline for regions to follow. A number of changes to the text were recommended. Some of these have been made and highlighted in green. The full response is attached as 2.14 b.

Region	Remuneration Policy	Comment
Nelson/Marlborough	✓	The Council unanimously supported the Draft Remuneration Policy.
West Coast	✓	Supported the Policy as circulated.
North Canterbury	✓	North Canterbury Fish & Game Council, and its CEO, support any initiatives or national policy/process work that is beneficial to the organisation as a whole, and helps demonstrate that Fish & Game Councils are following good employer practices and standards. However, the Council feels that the Policy should be renamed Guideline, as Council Governors were ultimately responsible as the employer and not the CEO according to a recent legal interpretation on employment matters from McPhail Gibson and Zwart Ltd.
CSI	X	Concern Policy has not considered the Commerce Act in its development. Based on F&G structure, national rem policy may be in effect "price fixing" on one of our major inputs. Legal opinion on this is attached 3.5 Legal Opinion PE Appendices.
Otago	X	Otago expressed their gratitude for the review of the salary bands, but questioned whether it was appropriate for NZC to promote national policy development for matters which are not part of their statutory mandate. However, they suggested a number of amendments to the policy, most of which have been incorporated into the attached policy.
Southland	✓	Council supported the remuneration policy proposed by NZC.

Discussion on feedback

6. The feedback in general has been supportive and only CSI, Otago and North Canterbury have questioned NZC's ability to make national policy.
7. We have sought legal opinion on this and it is the view of Elana Geddis, that:

"the draft Remuneration Policy complements rather than conflicts with the Regional Fish and Game Council's statutory employment power. It is drafted in terms of guiding principles rather than directives. The Regional Fish and Game Councils' 'good employer' obligations include recognition of the importance of pay equity and of decisions about remuneration being free from bias. The principles of the Remuneration Policy are consistent with, and could assist Regional Councils in discharging those obligation." Letter attached in 3.5 Legal Opinion PE Appendices.
8. With regards to CSI's view that the policy contravenes the Commerce Act, the legal opinion on this was that it doesn't contravene the Commerce Act, as long as it is just restricted to employees not contractors (**letter attached 3.5 Legal Opinion PE Appendices**). The policy has been amended to clarify this (blue highlights).
9. With regards to Otago's submission, despite their view that NZC couldn't promote national policy development they have provided suggested amendments, most of which are minor wording changes and they have been incorporated into the attached policy. The changes have been highlighted in green.
10. The only major issue relates to Section 4, which they consider to be out of line with the process for budget setting, as distribution of funds is the responsibility of each Council and therefore Section 4 should be removed. This section is highlighted in yellow.
11. However, Section 4 doesn't say anything about how regional councils distribute their budget, so this section has been left in.

Ngā mahinga e whai ake nei - Next actions

12. If approved, the policy will be published and circulated to Regional Councils

Management Report

Game Farm

We had a team of 3 helpers for a week to help regain control of the grounds, with a focus on spraying, weed eating and mulching the plantings on west side of pond. 2 of these helpers will continue to help out over the next few months. PD are also doing various jobs around the grounds, removing old fencing, releasing plants etc. PD and Volunteers are now liaising with Davey so we have more control of what work is being done.

We have concerns with the lake overheating in summer and oxygen levels not being sufficient for the fish. After an algal bloom recently, we have been advised to implement weekly water testing to ensure nutrient levels are maintained to an acceptable level.

Sustainability HB are requesting access to our Hatchery for raising native fish for release into the Ngararoro and then other local waterways. We are working on what that arrangement will look like. Te Ngarhere are also using the old avery for raising native plants that will be used with their work on the Billion Trees projects. We are also focusing on predator trapping with Tipene re-setting and managing all the predator traps and listing with Trap NZ.

Draft Curriculum

A draft curriculum has been supplied by Nicky who is also sending out to schools for feedback. See attached.

School Visits

We have had a couple of small school visits from Te Mata Primary and Eskview holiday program. Hastings Boys High are bringing 20 boys for a fishing day on the 18th. We are in need of an experienced angler to teach the fishing activity as it is the main activity schools enjoy visiting, with the Eel feeding coming a close second.

Open Days

The open days have proved popular with license holders with an average of 60+ attending each day. We will look to have regular days of Friday and Saturday mornings running as a trial until December, then reassess whether to continue. Anglers can take 1 fish home as the 300 Turangi Trout were also released into the pond as the stress of moving them anywhere else would have killed them.

Access Mapping Project

NZFG are undertaking a project to develop an online mapping tool showing icons where there are access points, then you click on the icon and it will pop out with info on the access point. Feedback from license holders and anglers clubs is that our access point information is very outdated with some access points inaccessible due to damage or mostly locked gates because farmers have had issues with people on their land. We have gone out to Facebook, Napier anglers club and I'll put in the next newsletter for people to provide feedback on areas they have had issues with access so we can make an assessment of the problem and either resolve or remove that access point from our database. This will be a major project over the next few months as we work through where the issues are and if they can be resolved.

Upland Game Project

Feedback from license holders is that they would like to see upland game bird hunting

reinstated around the Pan Pac forests. Is there a way we can work with Pan Pac to reinstate upland game hunting?

Pukeko Permits

We have had numerous requests for extensions to disturb Pukeko this year. We need to work on an assessment of the extent of the problem and numbers of birds causing damage to crops, planting etc. Can this be partnered with DOC, HBRC? Implement a program with some farms next Game Bird season to get numbers under control?

Wetland Visits

The GBHT held their annual meeting at the Game Farm and I joined the field trip on Friday to see the wetlands at Gerrald Wilson & Ben Wilsons properties. We also visited a new development at Waimarama that has now been granted funded in this years allocation.

We have some follow up work to do with other landowners who have been allocated grants, but not had follow up referee visits to access their developments so are still waiting on the funds to be released. David Kirk's Wetland at Ocean beach is one that is being treated with some urgency as he is very disgruntled with the way the process has been handled. John Cheyne will now also be helping with referee visits to get projects signed off and funding paid.

Conference

The Fish & Game staff conference was held in Rotorua mid September. There was a big focus on regions working more closely together as opposed to the insular dynamics of the past. There is a lot of work going on around SOPs for Bird & Trout management with regions working together to establish best practice systems. Collaboration with other organisations in the hunting sector was also a big focus. The National Party are also establishing a Hunting & Fishing Minister who spoke about protecting the rights for hunters & fishers who make up a significant number of the population.

Promotion

I am working on a promotional idea for those who may have lost or damaged gear from the cyclone. We will fund the licence and possibly Hunting & Fishing will provide the prize with the Police Rural Cyclone Recovery Team doing the draw.

Restock • Restore • Reconnect

If your fishing gear was lost or damaged in Cyclone Gabrielle we want to help get you back on the rivers by Restocking your kit, Restoring some of your mental health by Reconnecting you back with the joy of being on our rivers.

Enter the draw for one of 3 prizes including a Full Season Family Fishing License & \$500 worth of Fishing Gear from Hunting & Fishing

Licenses are open to those who were affected in Cyclone Gabrielle. Enter yourself or someone else's name on in store at Super Hunting & Fishing. Entries close 6th November 2024. Winner drawn by the NZ Police Cyclone Recovery Unit on Monday 25th November 2024 at The Game Farm, 22 Southern Road, Napier.

Fish & Game
HUNTING & FISHING

Glennfalls Hut

A water tank that was beside the hut has disappeared. It needs to be replaced to provide water (non-potable) to those staying in the hut. A new longdrop also needs to be dug. DOC are undertaking to relocate the camping ground toilets further up the bank towards the hut so that there is less risk to damage in the event of future floods. No date is set for work and the camping ground will most likely stay closed over summer. There has been some evidence of people still entering the camping ground with signs of fires & bottles left behind. Licence holders renting the hut are being advised to be cautious in the case of any undesirable visitors.

License Sales

Hawke's Bay	2022 - 2023	Sales Chan	Fish Total	Game Tot	Total	Fish LEQ	Game LEQ	Fish \$	Game \$	Total Value
		Public	2163	561	2724	1,257.32	433.71	\$204,004.00	\$47,043.00	\$251,047.00
		Agency	1462	1444	2906	978.52	1,316.14	\$152,503.00	\$141,466.00	\$293,969.00
		Total	3625	2005	5630	2,235.84	1,749.84	\$356,507.00	\$188,509.00	\$545,016.00

YTD

region	seasonName	salesChan	fishTotal	gameTota	total	fishLeq	gameLeq	fishCost	gameCost	totalValue
Hawke's Bay	Fishing 2023/24	Public	306	0	306	241.07	0	\$36,884.00	\$0.00	\$36,884.00
Hawke's Bay	Fishing 2023/24	Agency	346	0	346	289.83	0	\$44,414.00	\$0.00	\$44,414.00
Hawke's Bay	Fishing 2023/24	Total	652	0	652	530.9	0	\$81,298.00	\$0.00	\$81,298.00

Table 2a Profit and Loss with YTD Variance

Hawke's Bay Fish and Game Council
For the year ended 31 August 2023

Account	YTD ACTUAL	YTD BUDGET	VARIANCE YTD	VARIANCE YTD %	Total BUDGET	May-Aug 2022
Income						
Licence Income						
Fish Licence Income	289,729	319,275	(29,546)	-9%	319,275	12,660
Game Licence Income	155,017	163,998	(8,981)	-5%	163,998	79,725
Non Resident Licence Revenue	26,738	0	26,738	0%	0	307
Total Licence Income	471,484	483,273	(11,789)	-2%	483,273	92,693
Other Income	51,291	27,797	23,494	85%	27,797	15,195
Total Income	522,775	511,070	11,705	2%	511,070	107,888
Operating Expenses						
Depreciation	22,271	22,271	(0)	0%	22,271	7,572
1100 SPECIES MANAGEMENT						
1110 Population Monitoring	6,310	6,800	(490)	-7%	6,800	5,603
1120 Harvest Assessment	0	0	0	0%	0	3,500
1160 Releases	0	2,000	(2,000)	-100%	2,000	3,266
Total 1100 SPECIES MANAGEMENT	6,310	8,800	(2,490)	-28%	8,800	12,368
1200 HABITAT PROTECTION MANAGEMENT						
1210 Resource Management Act	0	2,198	(2,198)	-100%	2,198	10,000
1220 Works & Management	1,021	1,000	21	2%	1,000	1,185
1230 Assisted Habitat	188	5,000	(4,812)	-96%	5,000	2,700
Total 1200 HABITAT PROTECTION MANA	1,208	8,198	(6,990)	-85%	8,198	13,885
1300 PARTICIPATION						
1310 Access	1,099	2,500	(1,401)	-56%	2,500	502
1320 Satisfaction Survey	0	500	(500)	-100%	500	470
1330 Newsletters	295	1,500	(1,205)	-80%	1,500	394
1340 Informational Publications	0	500	(500)	-100%	500	0
1350 Angler & Hunter Training	472	6,500	(6,028)	-93%	6,500	1,059
1360 Club Relations	78	100	(22)	-22%	100	0
1370 Fish & Game Huts	0	2,000	(2,000)	-100%	2,000	235
Total 1300 PARTICIPATION	1,944	13,600	(11,656)	-86%	13,600	2,660
1400 PUBLIC INTERFACE						
1440 Public Promotions	142	0	142	0%	0	0
1450 Visitor Facility	3,391	2,000	1,391	70%	2,000	11,278
Total 1400 PUBLIC INTERFACE	3,533	2,000	1,533	77%	2,000	11,278
1500 COMPLIANCE						
1510 Ranging	106	2,000	(1,894)	-95%	2,000	1,727
1520 Ranger Training	77	1,000	(923)	-92%	1,000	0
1530 Compliance/Prosecutions	0	1,800	(1,800)	-100%	1,800	0
Total 1500 COMPLIANCE	183	4,800	(4,618)	-96%	4,800	1,727
1600 LICENSING						
1620 Agent Servicing	0	300	(300)	-100%	300	102
1630 Commission	18,502	21,747	(3,245)	-15%	21,747	4,093
Total 1600 LICENSING	18,502	22,047	(3,545)	-16%	22,047	4,194
1700 COUNCILS						
1720 Council Meetings						
Council Meeting Expenses	1,703	2,000	(297)	-15%	2,000	404
Other Council Expenses	1,269	800	469	59%	800	300
Total 1720 Council Meetings	2,972	2,800	172	6%	2,800	704
Total 1700 COUNCILS	2,972	2,800	172	6%	2,800	704
1800 PLANNING/REPORTING						
1830 Reporting/Audit	6,950	7,800	(850)	-11%	7,800	3,092
1840 National Liaison	75	175	(100)	-57%	175	0
Total 1800 PLANNING/REPORTING	7,025	7,975	(950)	-12%	7,975	3,092
1900 ADMINISTRATION						
1910 Salaries	244,152	245,061	(909)	0%	245,061	96,547
1920 Staff Expenses	8,821	11,500	(2,679)	-23%	11,500	3,099
1930 Staff Houses	1,103	5,700	(4,597)	-81%	5,700	1,310
1940 Office Premises	11,909	9,444	2,465	26%	9,444	4,400
1950 Office Equipment	1,698	2,900	(1,202)	-41%	2,900	1,685
1960 Communications/Consumables	9,995	12,200	(2,205)	-18%	12,200	5,272
1970 General	14,303	7,600	6,703	88%	7,600	4,646
1980 General Equipment	4,840	4,639	201	4%	4,639	497
1990 Vehicles	8,176	16,800	(8,624)	-51%	16,800	6,083
Total 1900 ADMINISTRATION	304,997	315,844	(10,847)	-3%	315,844	123,540
NZ F&G Levy	93,227	93,227	0	0%	93,227	12,160
Field Equipment Fuel	9	0	9	0%	0	0
Game Farm Development	11,189	15,500	(4,311)	-28%	15,500	0
Maintain Game Farm	7,567	7,500	67	1%	7,500	0
Game Farm Operations	4,456	3,500	956	27%	3,500	0
Total Operating Expenses	485,392	528,062	(42,670)	-8%	528,062	193,180
Net Profit	37,383	(16,992)	54,375	-320%	(16,992)	(85,292)

Balance Sheet

Hawke's Bay Fish and Game Council
As at 10 October 2023

<u>Account</u>	<u>10 Oct 2023</u>
Assets	
Bank	
Petty Cash	107.27
Westpac Call Account	82,580.07
Westpac Current Account	31,842.60
Westpac Donation Account	1,646.59
Total Bank	116,176.53
Current Assets	
Accounts Receivable	3,288.90
Farmlands Shares	1,835.00
Petty Cash & Licence Float	30.00
Westpac Term Deposit - 022a/c	55,400.29
Westpac Term Deposit - 024 a/c	63,595.08
Westpac Term Deposit - 18ac	64,510.22
Westpac Term Deposit - River Quality Donation	66,958.67
Westpac Term Deposit 016	53,210.82
Westpac Term Deposit -019ac	115,858.61
Westpac Term Deposit 023	44,232.76
Westpac Term Deposit 025	107,821.46
Westpac Term Deposit 17ac	25,866.20
Total Current Assets	602,608.01
Fixed Assets	
Accum Dep Land & Buildings	(178,926.48)
Accum Dep Motor Vehicles	(38,961.46)
Accum Dep Office Equipment	(14,371.64)
Accum Dep Plant & Equipment	(29,771.95)
Land & Buildings	506,169.19
Motor Vehicles	82,257.98
Office Equipment	28,182.85
Plant & Equipment	40,791.63
Total Fixed Assets	395,370.12
Total Assets	1,114,154.66
Liabilities	
Current Liabilities	
Accounts Payable	3,370.43
Accrued Expenses	7,356.40
Credit Card Clearing Account	(66.00)
GST	(1,904.66)
Income in Advance	35,419.00
PAYE Clearing	6,473.14
Rounding	(0.11)
Salmon Card	8.32
Wages Payable - Payroll	3,706.03
Westpac Mastercard - CN	1,332.36
Westpac Mastercard - CT	99.00
Total Current Liabilities	55,793.91
Total Liabilities	55,793.91
Net Assets	1,058,360.75
Equity	
Accumulated Funds	842,926.92
Asset Replacement Reserve	51,802.00
Back Country Fisheries Reserve	59,777.94
Current Year Earnings	(28,755.45)
Hawke's Bay Pheasants Unlimited	1,615.17
Retained Earnings	66,559.35
River/Water Quality Donations	64,434.82
Total Equity	1,058,360.75



Department of
Conservation
Te Papa Atawhai

Our ref: R255142

19 September 2023

The Chair
Hawke's Bay Fish & Game Council
PO Box 7345 Taradale
NAPIER 4141

By email: hawkesbay@fishandgame.org.nz

Subject: Consultation with the Council on publicly notifying an application to be exempt from the marginal strip provisions of the Conservation Act 1987.

Background

In May 2023 the Department received an application from The Property Group, on behalf of Waka Kotahi NZ Transport Agency (Waka Kotahi), under Section 24B Conservation Act 1987, seeking an exemption to the requirement for a marginal strip along part of the Raupare Stream, if it sells the land.

Waka Kotahi NZ Transport Agency (Waka Kotahi) owns a parcel of land, located between the Hawke's Bay Expressway and Ormond Road, that includes part of the Raupare Stream (Subject Land). The Subject Land was taken as severance for the Napier to Hastings Motorway, pursuant to section 199 (1) of the Public Works Act 1981. It is described as Section 16 SO 11013 and is 3877m².

The Subject Land is now surplus to Waka Kotahi requirements. The Hawke's Bay Regional Council is interested in acquiring it for soil conservation and river control purposes. It would manage it as part of the Heretaunga Plains Flood Control scheme.

Statutory Provisions

Section 24B Conservation Act 1987 provides that the Minister may, before the disposition by the Crown of land extending along and abutting the bed of any river or stream over 3 metres wide, declare by a notice in the Gazette that section 24 will not apply to the proposed disposition.

An exemption declaration can only be made if the land that would be marginal strip is of little or no value as a marginal strip or if any value it may have as a marginal strip can be protected effectively by another means.

Department of Conservation *Te Papa Atawhai*
Dunedin Shared Service Centre
Otepoti/Dunedin Office
PO Box 5244, Moray Place, Dunedin 9058
www.doc.govt.nz

When considering such proposals, the Minister is required to consult with the relevant Conservation Board and Fish and Game Council, as outlined in Section 24BA of the Act. The Board and Council are to consider whether it is reasonable to publicly notify the proposal and in determining this shall have regard to:

- a) the purposes specified in section 24C (attached) and
- b) the interests of the public in marginal strips; and
- c) the potential costs of notification (including the costs of public notification) that are likely to be incurred by the seller and purchaser of the land.

Discussion

The applicant believes that the conservation values marginal strips are established to protect can be effectively protected by the Council managing the land for soil conservation and river control purposes.

It believes public access and public recreational use of this land is not suitable because;

- The Council regularly undertake physical works within and alongside the stream using a tractor with bucket/lawnmower
- Even prior to Cyclone Gabrielle the water monitoring revealed levels of *E. Coli* and Phosphorous present, and since the cyclone, Council has warned people from accessing the stream entirely.
- There is grazing and cropping on the adjoining land which public access might conflict with.
- Although there are long-term plans for riparian planting, the stream is also used for irrigation, so access is controlled given the infrastructure present.

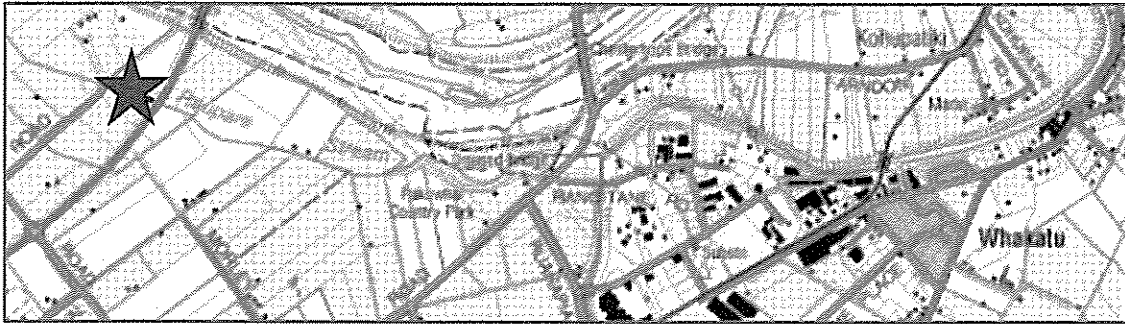
Recommendation:

- (a) That the Hawke's Bay Fish & Game Council agrees to consider the material provided for the exemption of the proposed disposal from the marginal strip provisions of the Conservation Act 1987, and give its advice in accordance with Section 24BA of the Conservation Act 1987 on the reasonableness, or not, of public notification of the proposal.

Ngā mihi



Dinah Wakelin
Senior Statutory Land Management Advisor
Dunedin Service Centre
Otepoti/Dunedin Office
DDI: 03-474-6921; Email: djwakelin@doc.govt.nz



Location of subject land



Appendix One -Legislative guidance

Part 4A Conservation Act 1987 – Marginal Strips

Section 24 of the Act provides for marginal strips to be reserved from sale or other disposition of land by the Crown. A marginal strip being a strip of land 20 metres wide which extends along and abuts the landward margin of any foreshore; or the normal level of the bed of any lake not subject to control by artificial means; or the bed of any river or stream, being a bed that has an average width of 3 metres or more.

A qualifying waterway is one where the bed of the stream exceeds 3 metres in width at its fullest flow without overtopping its bank.

On being notified of any forthcoming Crown agency disposition of land, DOC provides advice to the disposing agent on whether or not a 20-metre wide (or wider) marginal strip would meet the requirements of the Act.

Marginal strips when created are managed by DOC as conservation areas; however, there are provisions for other parties such as a neighbour to be appointed to manage a marginal strip.

Purposes of a marginal strip

The purposes of marginal strips (section 24C the Act) provide that all marginal strips shall be held under the Conservation Act 1987:

- (a) for conservation purposes, in particular-
 - (i) the maintenance of adjacent watercourses or bodies of water; and
 - (ii) the maintenance of water quality; and
 - (iii) the maintenance of aquatic life and the control of harmful species of aquatic life; and
 - (iv) the protection of the marginal strips and their natural values; and
- (b) to enable public access to any adjacent watercourse or bodies of water; and
- (c) for public recreational use of the marginal strips and adjacent watercourses or bodies of water.

Notes: Conservation purposes means “the preservation and protection of natural and historic resources for the purpose of maintaining their intrinsic values, providing for the appreciation and recreational enjoyment by the public, and safeguarding the options of future generations”.

Public Notification

Section 49 of the Act provides for a public notice to be placed in a newspaper circulating in the area; ...objections or submissions received not less than 40 working days (2 months approx) following the notice...; a Hearing is held if requested by an objector; a summary of submissions is prepared for the decision maker with a recommendation as to whether the submissions or objections are accepted or not accepted.



Vision Thinking

For: Hawke's Bay Fish and Game Council 20th September 2023

Background

Cyclone Gabrielle caused flood damage to Hawke's Bay streams, rivers and their catchments, including extensive land movement. Flood flows and heavy siltation and debris have negatively impacted instream ecology, including sports fish populations. Some of the worst affected rivers were the Ngaruroro, Tutaekuri, Esk, and Mangaone. Since the cyclone, the Tutaekuri has had near continuous poor water quality due to siltation from existing slips following rainfall. A HBFGC survey of angler's catches suggests all river systems have been adversely affected, with the Tukituki and Waipawa being the least affected, but fish are in poor condition.

Riparian margins that typically provide habitat for pheasant and quail were submerged and, in some places, destroyed. Stopbanks designed to channelise rivers and protect valuable agricultural land and housing were breached damaging housing, farmland, vineyards, and orchards. Orchards and vineyards also provided additional food sources for gamebird populations. Anecdotal evidence suggests the past upland game bird season has been poor compared to recent years. Waterfowl populations appeared unaffected by the cyclone.

Flood flows are predicted to become more frequent in the future. Under the current model, funding for HBFGC comes from the sale of sports fish and gamebird licences. Sports fish licence sales provide the majority of income.

Problem

The rate at which sports fish populations recover in Hawke's Bay rivers will vary. Some estimate the Esk and Tutaekuri will take 5-10 years, depending on future weather events. Perceptions of poor prospects may cause both existing and prospective anglers to forego purchasing a licence, especially those less able to travel to alternative sites. Angler efforts may also concentrate more on less affected rivers, pressuring stocks and reducing the experience. Although the HBFGC has undertaken initiatives to utilise its captive fish stocks, its ability to offer anglers value outside productive fisheries is limited. The situation regarding upland game species is discussed less, at least in F&G publications, and seems more difficult to assess. Ultimately, reduced licence sales impact HBFGC's ability to fund its statutory responsibilities.

Aim

To quantify angler and gamebird hunter perceptions of their recreational prospects post-flood and contrast these with the ecological recovery of Hawke's Bay rivers.

Contribution

Insights from this study should help guide efforts to engage, support, and retain licensees following future flood events. It should help guide the post-flood narrative among anglers and game bird hunters and be relevant to all regional councils.

Humphrey Walker PhD





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Humphrey Walker PhD





Hawke's Bay Fish & Game Curriculum For Years 4-10



*"Tūrangawaewae"
A place to stand,
to be connected*

Vision & Purpose:

To engage and foster students' curiosity, awareness and understanding so they contribute actively as citizens of Aotearoa and the world, in the best interests of present and future generations.

*A collaboration between Fish & Game, Ahuriri Kāhui Ako, Hapū, Iwi, Regional Council, MOE
& EIT Te Pūkenga*

Mātauranga Māori

Te Tiriti o Waitangi - te reo Māori me ōna tikanga; Tangata whenuatanga; Kaitiakitanga; Ngāti Kahungunutanga; Pūrākau; Atua; Whakatauki; Mauri; Taiao; Rongoa; Tikanga; Kiwaha.

Contexts for Learning

- ◇ Mana Whenua - local tikanga
- ◇ Ngāhere
- ◇ Wai
- ◇ Species/Habitat
- ◇ Kai
- ◇ Pathways



Rich Questions

Why is this important?

What is my connection to...?

What are the origin stories of mana whenua?

What adaptations did early Māori make to enable them to survive and thrive in a new environment? How did these differ across Aotearoa New Zealand?

How did mana whenua, early resource seekers, and settlers impact on the natural environment?

What are my responsibilities? as rangatahi? as tangata whenua? as...?

How did Māori express their kinship with and custodianship of the environment?

How have the use of waterways changed over time?

What efforts have been made over time to conserve and regenerate the land and waterways? At this facility?

In the local area? Throughout Aotearoa?

What are some of the main historical examples of collective action in response to damage to the environment?

What might the future look like for...?

What can we learn from the past?

What action can I take? Can we take?

How might we...so that...?

Inquiry Learning

Inquiry Learning is an active, student-centred pedagogy that enables children to experience the process of knowledge creation. – Lipson, 2017

An inquiry based approach is driven by students' curiosity about the world around them. It encourages connection, co-operation, and collaboration by allowing students to pose and solve problems together and with their communities in shared, authentic learning experiences.

Tuning-in Tasks

- ◇ What is Tūrangawaewae?
- ◇ What do you know about Fish & Game?
- ◇ Learning local river and stream names, eg Purimu Stream
- ◇ Learn about Tuna - important to Māori, survival skills etc
- ◇ Learn about plants and then identify them
- ◇ Wetlands and life cycles
- ◇ Kaitiaki
- ◇ Atua
- ◇ Linking with Matariki and Waiti

- ◇ Listening to, telling, reading and writing purakau
- ◇ Te Whare Tapa Whā
- ◇ Weta Hotels
- ◇ Know how to document the visit—photos, key words/phrases etc
- ◇ Design elements in the environment
- ◇ Predator control
- ◇ kaitiaki=protection/conservation
- ◇ Encouraging growth of native species
- ◇ Wai issues—local, national and global
- ◇ Importance of Wetlands
- ◇ Learn waiata/Karakia
- ◇ E tu Kahikatea
- ◇ Te pepeha o Tamatea-Pokai-Whenua
- ◇ Future of water
- ◇ Climate change
- ◇ Key vocabulary



On-site Activities

Facilitated by Fish & Game staff

Fishing

Learn how to catch a fish and the importance of gathering kai in the past, present and in the future.

Water Testing

Explore what lives in the freshwater habitats. Learn about the importance of clean healthy water and the impacts on the food chain.

Eel Feeding

See the eels up close and learn about these fascinating creatures are a taonga.

Biodiversity Study

Learn about biodiversity and why it is important for our environment's health and future.

Scavenger Hunt

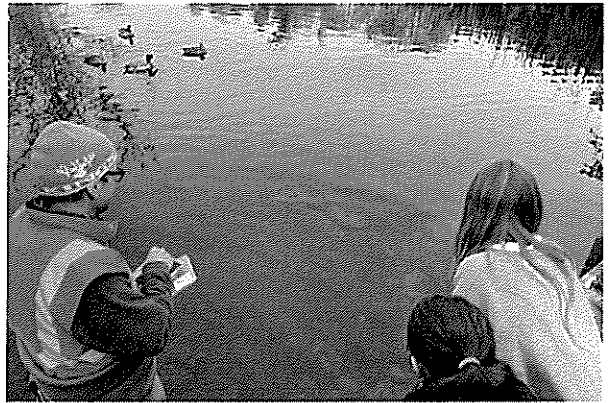
Identify plants and animals living around the lakes. Learn about the different varieties of plants and trees and species of living things.

Planting & Maintenance

Learn about environmental sustainability by planting native trees and the connections between plants and animals.

Trout Quest

Learn about the challenges young trout face to reach maturity.





Post-visit Activities

Mana Whenua

- Pūrākau
- Waiata
- Karakia

EXAMPLES:

Ngāti Kahungunu karakia: Tutawa mai,
Waiata: Te Kāroro, E tu kahikatea
Pūrākau: How Maui bought fire to the
world: Mahoe tree, the Tōtara, the Patete,
the Pukatea, and the Kaikōmako trees.

Ngāhere

- Planting
- Harvesting
- Collecting seeds
- Tree species
- Use of plants
- Rongoa
- Harakeke

EXAMPLES:

The changing seasons/ngā tohu o te taiao, e.g.
Pīpīwharau call, a sign of spring.
Growing seedlings through to planting a ngāhere.

Species/Habitat

- Manu population
- Life cycles (e.g. tuna)
- Migration
- Food webs

EXAMPLES:

Tuna is both a taonga species and an indicator species – their presence, size and condition can provide an indication of the health of the environment and the life-supporting capacity of our wai (water). What does the size and condition of the tuna tell us about this environment? Tuna are taonga

From the perspective of tuna (longfin eel), examine the challenges they face throughout their lives as they travel ki uta ki tai (from the mountains to the sea). Life Cycle of Tuna

What challenges have humans created for tuna migration and what efforts to mitigate these challenges have/are being made? Challenges faced by Tuna

An ecosystem consists of all of the organisms living within an area and the interactions between them and the physical environment. What relationships occur between plants and animals in these different ecosystems? Birds role in ecosystems

Describe the relationship between particular organisms within the freshwater ecosystem. Show the interdependence of organisms in this ecosystem. Making a foodweb



Wai

- Te Whanganui-Ā-Orotū
- Awa/Koawa Names
- Water sources
- Water testing
- Importance of wai

EXAMPLE:

Waitī is a whetū in the Matariki cluster. It is the star connected to freshwater: springs, streams, rivers, lakes, wetlands and the plants and animals that live in freshwater. What is the significance in te ao Māori of freshwater? Waitī

Explore the issues related to water quality in your area. Interview key people, e.g. Local hapū, Regional Council, Fish & Game, farmers, recreational users. What are the different views?

Kai

- Growing
- Food gathering
- Preparing
- Sharing/Hospitality

EXAMPLES:

Share pūrākau of Māui's wife who was scared by a tuna. Explore different ways that tuna were caught. te hopu tuna

Design hīnaki Hīnaki - creating eel traps

Puha: planting puha if it isn't already growing. Gathering and using to make kai: boil up/ scones/ kai on a fire. Puha

Bush kai: leaves/ seeds that can be eaten. Brew kawakawa tea using fresh leaves. Kawakawa tea

Rongoa Māori: kawakawa/ karamu balm. Kawakawa balm



Pathways

- Study opportunities (Tertiary)
- Product development
- Entrepreneurship
- Business start-ups
- Marketing

EXAMPLE:

Explore different study options and opportunities.

What future pathways are available ?

Solving environmental issues.

Innovative approaches to current and future issues.

Design a product for stakeholders that solves a problem, addresses a need, provides information.



NZ Curriculum Links

Te ao Tangata—Social Sciences Including Aotearoa New Zealand Histories

UNDERSTAND

Māori history is the foundational and continuous history of Aotearoa New Zealand. Māori have been settling, storying, shaping, and have been shaped by these lands and waters for centuries. Māori history forms a continuous thread, directly linking the contemporary world to the past. It is characterised by diverse experiences for individuals, hapū, and iwi within underlying and enduring cultural similarities.

Phase 2—Years 4-6

Phase 3—Years 7-8

Phase 4—Years 9-10

KNOW

Te tūrangawaewae me te taiao | Place and environment

- ⇒ People interact with places, resources, and environments for personal, social, cultural, economic, and spiritual reasons.
 - ⇒ People's actions can have long-term positive and negative environmental impacts on places, the people who live in them, and the wider world.
- Within Aotearoa New Zealand's histories
- ⇒ People adapted their technologies and tools to the new environment of Aotearoa New Zealand

Te tūrangawaewae me te taiao | Place and environment

- ⇒ People's connections to places, resources, and environments can generate cooperation or lead to disputes over rights and responsibilities, with differing consequences.
- Within Aotearoa New Zealand's histories
- ⇒ Māori cared for and transformed te taiao, and expressed their connection to place by naming the land and its features.

Te tūrangawaewae me te taiao | Place and environment

- ⇒ The liveability of places is influenced by natural and cultural factors. The ways in which people and communities enhance or damage this liveability is influenced by the resources they have available to them and by their values and perspectives.
 - ⇒ Climate change and environmental degradation are impacting inequitably on different communities. Groups are responding locally and internationally as they work towards environmental justice.
- Within Aotearoa New Zealand's histories
- ⇒ Settlers transformed and later cared for the natural world, and renamed places and features to reflect their own cultural origins.
 - ⇒ Widespread public awareness and collective action about damage to the environment became most strongly evident in the late twentieth century (e.g., through Manapouri dam protests and the Māori-initiated Manukau Harbour claim).

DO

I can:

- ask a range of appropriate questions to help focus an investigation on social issues and ideas that impact on the environment.
- use appropriate, relevant sources (e.g., oral stories and written research)
- use historical sources, giving deliberate attention to mātauranga Māori sources, to gather evidence to answer my questions about how Māori interacted with the taiao.
- use literacy and numeracy tools (e.g., graphic organisers) to sort and group findings.

I can:

- ask a range of questions that support meaningful investigations into social issues and ideas that impact on the environment.
- gather information from primary and secondary sources, considering their reliability and identifying their limitations
- use historical sources with differing perspectives on the past, giving deliberate attention to mātauranga Māori sources about how Māori interacted with the taiao and their impact.
- use literacy and numeracy tools (e.g., graphic organisers) to sort and group findings.

I can:

- ask challenging or provocative questions about social issues and ideas, that impact on the environment, that I can investigate with others.
- consider whether my sources are valid and reliable, identify gaps in them, and reflect on limitations and biases in representing the people and groups involved
- engage with sources and people in the community ethically and with generosity and care
- use historical sources with differing perspectives and contrary views (including those that challenge my own interpretation), giving deliberate attention to mātauranga Māori sources about people's interaction with the taiao and their impact.

<p>I can:</p> <ul style="list-style-type: none"> • identify the attitudes and values that motivated people to protect and/or harm the taiao in the past and compare them with attitudes and values of today. • work with others to generate a range of ideas to solve an environmental problem 	<p>I can:</p> <ul style="list-style-type: none"> • make informed ethical judgements about people's actions in the past to protect and/or harm the taiao, basing them on historical evidence and taking account of the attitudes and values of the times, the challenges people faced, and the information available to them. • generate ideas with others for possible social actions to protect the taiao using a range of decision-making processes 	<p>I can:</p> <ul style="list-style-type: none"> • process information, using social science conventions and literacy and numeracy tools to help organise my research. • make informed ethical judgements about people's actions in the past to protect and/or harm the taiao, basing them on historical evidence and giving careful consideration to the complex predicaments people faced, what they knew and expected, the attitudes and values of the times, and my own attitudes and values. • generate a wide range of solutions for societal environmental issues and communicate these using social science conventions (e.g., graphs and maps, comparing and contrasting, sorting).
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Key Competencies

Thinking

Ask questions, be curious, make connections, reflect on learning

Relating to Others

Listen to others point of view, negotiate, respect differences, share ideas, collaborate with others

Using language, symbols and texts

Communicate ideas in different ways, use technologies to access and share information

Managing Self

Show integrity, be resourceful, reliable and resilient, lead, follow and act independently

