

Hawke's Bay Fish & Game Council

BOARD PACK

for

HBFGC Meeting

Tuesday, 18 March 2025

6:00 pm (NZDT)

Held at:

Hawkes Bay Fish & Game

22a Burness Road Jervoistown Napier

INDEX

Cover Page

Index

Agenda

Attached Documents:

1.5 a	Conflict of Interest Policy.docx.....	7
1.5 b	Material Interests Declaration.docx.....	11
1.6 a	Minutes : HBFC Council Meeting January - 21 Jan 2025.....	12
1.8 a	HBFGC Paper Risk Register.docx.....	20
1.8 b	Hawkes Bay Risk Management Register.pdf.....	24
2.1 a	HBFGC Paper Draft OWP & Budget 2025-26.docx.....	27
2.1 b	01 FY26 Zero-based budget Hawke's Bay - Summary.pdf.....	30
2.1 c	02 FY26 Zero-based budget Hawke's Bay - Project output budget summary.pdf.....	35
2.1 d	03 FY26 Zero-based budget Hawke's Bay - Personnel costs per project cluster.pdf.....	36
2.1 e	04 FY26 Zero-based budget Hawke's Bay Depreciation & Capex.pdf.....	38
2.1 f	2025 2026 OWP Draft.pdf.....	39
3.1 a	HBFGC Operations report Mar 18.docx.....	73
3.2 a	Lakes, Reservoirs and Ponds as potential put and take Trout Fisheries in Hawkes bay .dc	78
3.3 a	Training and Recruitment Options for addition Honorary Rangers-RAC.docx.....	86
3.4 a	Hawkes Bay Finance Report Jan 2025.docx.....	90
3.4 b	Hawke_s_Bay_Fish_and_Game_Council_-_Profit___Loss_-_Management (1).pdf.....	94
3.4 c	Hawke_s_Bay_Fish_and_Game_Council_-_Balance_Sheet.pdf.....	99
3.4 d	Finance Report transactions.docx.....	101
3.5 a	Licence sales.docx.....	103
3.6 a	Action List.....	105

AGENDA

HBFGC MEETING

Name:	Hawke's Bay Fish & Game Council
Date:	Tuesday, 18 March 2025
Time:	6:00 pm to 9:00 pm (NZDT)
Location:	Hawkes Bay Fish & Game , 22a Burness Road Jervoistown Napier
Board Members:	Bruce Bates (Chair), Blair Slavin, Callum Slavin, Dan Jones, Gary Bowcock, Glenn Morgan, Greg Duley, Jeff Niblett, Karl Goodchild, Peter Coles, Steve Evans
Attendees:	Corina Jordan, Kerry Meehan
Apologies:	Henry Melville

1. Opening Meeting 6pm

1.1 Hawke's Bay Fish & Game Council

Bruce Bates

The Chairman welcomed members and those in attendance to the HBFGC meeting and informed members the meeting is being recorded.

1.2 Present & in Attendance

Bruce Bates

For Noting

Record noted of all those who attend meeting in full or in part.

1.3 Apologies

Bruce Bates

For Noting

Confirm apologies notified to Chairman from those Councillors for non-attendance or lateness.

1.4 Confirmation of Agenda & General Business

Bruce Bates

For Discussion

Any items from Council not included in agenda.

1.5 Conflict of interest

Bruce Bates

For Noting

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.

Supporting Documents:

1.5.a	Conflict of Interest Policy.docx	7
1.5.b	Material Interests Declaration.docx	11

1.6 Confirm Minutes

Bruce Bates

For Decision

To review & confirm minutes from council meeting 12 November 2024

Supporting Documents:

1.6.a	Minutes : HBFC Council Meeting January - 21 Jan 2025	12
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1.7 Matters arising from minutes

Bruce Bates

For Discussion

1.8 Hawkes Bay Risk Register

Corina Jordan

For Decision

This report to the Hawkes Bay Fish and Game Council provides an analysis of the risks facing Fish & Game as an organisation.

Supporting Documents:

1.8.a	HBFGC Paper Risk Register.docx	20
1.8.b	Hawkes Bay Risk Management Register.pdf	24

1.9 Health & Safety Report

Corina Jordan

For Decision

Health & Safety Report

2. Discussions & Decisions

2.1 Draft Operational Workplan & Budget 2025-26

For Decision

Supporting Documents:

2.1.a	HBFGC Paper Draft OWP & Budget 2025-26.docx	27
2.1.b	01 FY26 Zero-based budget Hawke's Bay - Summary.pdf	30
2.1.c	02 FY26 Zero-based budget Hawke's Bay - Project output budget summary.pdf	35
2.1.d	03 FY26 Zero-based budget Hawke's Bay - Personnel costs per project cluster.pdf	36
2.1.e	04 FY26 Zero-based budget Hawke's Bay Depreciation & Capex.pdf	38
2.1.f	2025 2026 OWP Draft.pdf	39

3. Regional Business

3.1 Operations Report

Corina Jordan

For Information

Supporting Documents:

3.1.a	HBFGC Operations report Mar 18.docx	73
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3.2 Lake & Reservoir Options

An update on possible lakes or reservoirs stocking options

Supporting Documents:

3.2.a	Lakes, Reservoirs and Ponds as potential put and take Trout Fisheries in Hawkes bay .docx	78
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3.3 Compliance & Ranger Report

Supporting Documents:

3.3.a	Training and Recruitment Options for addition Honorary Rangers-RAC.docx	86
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3.4 Finance Reports

For Decision

Financial reports for year end 31st August 2024

Supporting Documents:

3.4.a	Hawkes Bay Finance Report Jan 2025.docx	90
3.4.b	Hawke_s_Bay_Fish_and_Game_Council_-_Profit___Loss_-_Management (1).pdf	94
3.4.c	Hawke_s_Bay_Fish_and_Game_Council_-_Balance_Sheet.pdf	99
3.4.d	Finance Report transactions.docx	101

3.5 Licence Report

For Information

For Decision

Supporting Documents:

3.5.a	Licence sales.docx	103
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3.6 Action List

For Noting

Supporting Documents:

3.6.a	Action List	105
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4. General Business

4.1 General business

Bruce Bates

For Discussion

Discussion on any matters not included in the agenda

5. Public Excluded

5.1 Public excluded session

Bruce Bates

For Decision

Move session to public excluded to review minutes from January 21st meeting & discuss regional management contract.

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.



CONFLICT OF INTEREST POLICY

Section	HBC Governance
Contact/Owner	HBC CEO
Last Review	December 2015 (In Governance Policies)
Next Review	December 2026
Approval	HBC 10 December 2024
Effective Date	10 Decwember 2024

1. PURPOSE

The purpose of this policy is to protect the integrity and the reputation of the Hawke's Bay Fish and Game Council and its members.

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

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
- l Aspiring office holders will be required to declare any Conflicts of Interest before appointment.

2. POTENTIAL CONFLICT OF INTEREST

- a. For the purposes of these Governance Policies, 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.

3. 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.

When the conflict has been identified, the Council must determine how that conflict

4. 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

May 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)

5. 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 HBC, would be contrary to the Governance Policies and their duties as members)

6. 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 HB 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.

7. 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

Schedule to Conflicts of Interest Policy

Material Interests Declaration

Name: _____

Member of Council

Staff

My current occupation (other than with HBFGC):

Directorships and trusteeships held by me (or my immediate family) which could be considered relevant to HBFGC

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

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

My property interests within Hawke's Bay Fish & Game Region which could be considered relevant to HBFGC activities:

My involvement in community organisations within Hawke's Bay Fish & Game Region, or which could be considered relevant to HBFGC activities:

I declare that the above disclosures are true and complete record of my interest and the interests of my immediate family in accordance with the HBFGC Conflict of Interests Policy

Signature

Date

MINUTES (in Review)

HBFC COUNCIL MEETING JANUARY

Name:	Hawke's Bay Fish & Game Council
Date:	Tuesday, 21 January 2025
Time:	6:00 pm to 9:49 pm (NZDT)
Location:	Hawkes Bay Fish & Game , 22a Burness Road Jervois town Napier
Board Members:	Bruce Bates (Chair), Callum Slavin, Dan Jones, Gary Bowcock, Glenn Morgan, Greg Duley, Henry Melville, Karl Goodchild, Peter Coles, Steve Evans
Attendees:	Corina Jordan, Sam Robinson, John Lumsden, Davey Jones
Apologies:	Blair Slavin, Jeff Niblett

1. Workshops

1.1 Governance Training

1.2 Risk Register

2. Opening Meeting 7pm

2.1 Hawke's Bay Fish & Game Council

2.2 Present & in Attendance

2.3 Apologies

2.4 Confirmation of Agenda & General Business

Discuss recent newspaper article (14th Jan 2025 HB Today) on fishing sexist underbelly and Wahine fishing adventures facebook page.

Correspondance received from Paddy Clark re stocking the Mangaone River

2.5 Confirm Minutes

HBFGC Meeting December 10 Dec 2024, the minutes were confirmed as presented.



Confirm minutes

That the minutes of the previous meeting of the Hawke's Bay Fish & Game Council on the 10th December 2024 are a true and accurate record.

Decision Date: 21 Jan 2025

Mover: Dan Jones

Seconder: Greg Duley

Outcome: Approved

2.6 Matters arising from minutes

Manager to refer to action list and letter to the Minister on the submitted SSP and circulate draft to council before submitting to the Minister. Circulation of HB Standing Orders.

2.7 Conflict of interest

All councilors signed the conflict of interest register.

2.8 Health & Safety Report

Council appreciated the incident report prepared by Mr Jones (incident or near misses between the last council meeting (date) and when the board pack was sent out risks and hazards and the steps taken to avoid, mitigate these risks eg hydration, sustenance, weather. Manager provided an update on summer field work and aerial survey and highlighted potential sustenance, fatigue, air sickness, weather. More details will be provided in next meeting.



Accept Health & Safety Report

The HBFG Council takes the report as read and accepts the Health & Safety report

Decision Date: 21 Jan 2025
Mover: Gary Bowcock
Seconder: Greg Duley
Outcome: Approved

2.9 Hawkes Bay Risk Register



HBFGC accept updated risk register from workshop and want a 10 mi...

HBFGC accept updated risk register from workshop and want a 10 min workshop to review and update update at the next council meeting

Decision Date: 21 Jan 2025
Mover: Gary Bowcock
Seconder: Callum Slavin
Outcome: Approved

2.10 Lake Tutira

Oral discussion. Introduction provided by Davey and handed out 1 page summary summary document. Conflict of interest Bruce. Wife owns maori land. Bruce - had a meeting pre gabrielle to restock lake. Have to get permission to stock the lake. Legally we are allowed to put trout in the lake, but we havent wanted to as prefer to build a relationship so trout restocking was supported.

F&G happy to give the lease back with the proviso that anglers could continue to access lake. Guthrie Lake are we restocking - No (could ask Guthrie Smith to stock lake). Grass carp have impacted on Koura. John undertook a site visit to undertake an ecological assessment of the the stream running into the Lake to look at opportunity for trout spawning. Can access and look but cannot electric fish without notifying wider stakeholders. Could potentially support a small amount of spawning. In discussion with stakeholders to electric fish the stream. Lake Tutira would need grass carp to be removed, establishment of native vegetation, to then support indigenous fish and trout. Perception of HBFGC is coloured by Tutira. F&G blamed for not restocking the fishery. Could look at restoring Sandy Creek - used to be an outstanding habitat for trout supporting trout spawning. But issue with nutrient levels which is why Sandy Stream was diverted away from Tutira.

Release into Hawkeston.



Lake Tutira

Priority for the Council - HB staff to keep building relationships

Update Anglers on what F&G is doing verbally (ask Comms what approach to take)

Investigate getting access to Gutherie smith lake (Lake Orakai) and stocking as a put and take Investigate other Lake options

Keep Lake Tutira update paper on the agenda - even if it is oral.

Due Date: 17 Mar 2025

Owner: Corina Jordan

2.11 HPAI Update



HPAI update

HBFGC receives the report and adopts the NZC recommendations.

Decision Date: 21 Jan 2025

Mover: Callum Slavin

Seconder: Gary Bowcock

Outcome: Approved

2.12 Draft NZC Fatigue Management Policy

Regarding number 5 in policy - What can cause fatigue - should update to include personal reasons ie

- Time, energy & emotional
- Excess alcohol consumption
- Strengthen external factors
- Personal responsibility to make sure you are fit for work.



Fatigue Management Policy

HBFGC support the policy in principle and instruct manager to write back to NZC to state support in principal and providing feedback seeking amendments.

Decision Date: 21 Jan 2025

Mover: Gary Bowcock

Seconder: Callum Slavin

Outcome: Approved

3. Discussions & Decisions

3.1 Proposed Gamebird Regulations 2025



Gamebird season start & end date

That the council confirms and approves the start and end dates for the 2025

Game Bird Hunting Season beginning 3rd May 2025 for all species and ending 29 June 2025 for ducks and swan and 31 August 2025 for Pukeko and upland game.

Decision Date: 21 Jan 2025

Mover: Henry Melville

Seconder: Gary Bowcock
Outcome: Approved



Bag limit increase Swan

That the council confirms and approves increasing the daily bag limit on black swans from 3 to 5 birds per day, for the duration of the 2025 season.

Decision Date: 21 Jan 2025
Mover: Henry Melville
Seconder: Gary Bowcock
Outcome: Approved



Change to shooting hours

That the council confirms and approves shooting hours from 6.15 am to a new end of shooting time of 6.15 pm, (a change from 6.00pm) for the duration of the 2025 season.

Decision Date: 21 Jan 2025
Mover: Henry Melville
Seconder: Gary Bowcock
Outcome: Approved



Other regulations

That the council confirms and approves season length, bag limits and all other season conditions that applied for the 2024 season as set out in Table 1, for the duration of the 2025 season.

Table 1. Proposed Season conditions for the 2025 game season to be voted on, proposed changes to 2024 regulations in red.

Species	2025 Season Duration (dates inclusive)	Daily Bag Limit	Hunting Area
mallard/grey duck	3 May to 29 June 2025	8	All areas
NZ shoveler duck	3 May to 29 June 2025	2	All areas
paradise shelduck	3 May to 29 June 2025	8	All areas
pukeko	3 May to 31 Aug 2025	10	All areas
black swan	3 May to 29 June 2025	5	All areas
brown quail	Closed season	0	All areas
california quail	3 May to 31 Aug 2025	10	All areas
cock pheasant	3 May to 31 Aug 2025	2	All areas

Decision Date: 21 Jan 2025

Mover: Henry Melville
Seconder: Gary Bowcock
Outcome: Approved

Staff presented a summary of their recent aerial paradise shelduck and black swan aerial counts; site visits by light aircraft and foot were completed Friday 17/01/25. Counts were recorded at the time where levels could easily be counted and from high resolution photographs back at the office where there were high concentrations, a summary of annualised totals was presented in graph form for each.

The most recent, unusually low count for black swan on Lake Poukawa was discussed, and that the dry conditions and lack of fresh pasture and fodder crops surrounding the lake is a likely explanation. The lake was low, with no ephemeral water surrounding it, and most paddocks surrounding are planted in maize and squash, following autumn harvesting, these paddocks will be replanted in grass and fodder crops, and are likely to host large number of black swan again at that time.

Council believes the swan population is likely to move within the east coast region; potentially between Fish and Game regions, and on request were advised the Wellington swan limit was 5 per day last season and likely to be the same for the 2025 season. Staff have undertaken to increase monitoring of the swan population in central Hawkes Bay, particularly around lake Poukawa to better understand seasonal variations

3.2 Twin Lakes Fishing Competition

High indigenous values. Biosecurity challenge given its pristine nature (alpine lake)

John noted that the permit specifies biosecurity measures - and you would discuss with meeting organisers on what steps they are required to undertake eg wash gear before competition (wash station manned)

Council recommends HB FG staff attend to ensure compliance with biosecurity measures, and also take photos and do a social posts.



HBGC support this fishing competition with updated Biosecurity me...

HBGC support this fishing competition with updated Biosecurity measures

Decision Date: 21 Jan 2025
Mover: Glenn Morgan
Seconder: Karl Goodchild
Outcome: Approved



Fishing Competition Policy

Update fishing competition policy to strengthen biosecurity considerations and actions

Due Date: 18 Mar 2025
Owner: John Lumsden



Fishing Competition Policy

HBFGC adopts amended Competition Policy with the additional amendments to ensure biosecurity measures (pest plant and organism risk) are identify and implemented. Moved Greg, seconded Glen table, all approved.

Council delegates HBFGC Manager the ability to issue Fishing Competition Permits where it meets the competition policy, condition is that the council must be notified in writing prior to the competition

Decision Date: 21 Jan 2025
Mover: Callum Slavin
Seconder: Dan Jones

Outcome: Approved

4. Regional Business

4.1 Operations Report

Discussion on ranging 1511 page 98. Complaint on Makahu access. Private land both sides of the river and no Kings chain, so ownership is to the middle of the river. Anglers can only fish if they have permission from the land owners. Cncr Duly suggested contacting Tim Deneen first to discuss further.

Chairman Bates have been contacted by local nursery who have plants that they would like to donate.

Staff heading up to Glenfalls hut next week. Reports are hut is fine. Check toilet and interior of the hut smoke alarms etc.



Operations Report

HBFGC receive the information

Decision Date: 21 Jan 2025
Mover: Gary Bowcock
Seconder: Henry Melville
Outcome: Approved

4.2 Licence Report



Licence sales

HBFGC receive information

Decision Date: 21 Jan 2025
Mover: Dan Jones
Seconder: Steve Evans
Outcome: Approved

4.3 Finance Reports



That the payments for 1st November to 30th November 2024 totaling...

That the payments for 1st November to 30th November 2024 totaling \$140,970.16 be approved.

Current Account – November 2024 \$139,701.64

Credit Card (KM) – November 2024 \$1,268.52

Total \$140,970.16

Decision Date: 21 Jan 2025
Mover: Glenn Morgan
Seconder: Peter Coles
Outcome: Approved



Eyede payment

Why is there a delay in payments from Eyede Solutions for licence monies.

Due Date: 18 Mar 2025
Owner: Corina Jordan

4.4 Action List

Due Date	Action Title	Owner(s)
29 Nov 2024	Provide Feedback Status: Completed on 9 Jan 2025	Bruce Bates
10 Dec 2024	2025 Gamebird Regulations Status: Completed on 18 Feb 2025	John Lumsden
10 Dec 2024	Staff Follow Ups Status: In Progress	Corina Jordan
10 Dec 2024	Huia loan Status: In Progress	Kerry Meehan
21 Jan 2025	R3 Strategy Status: Completed on 4 Mar 2025	Corina Jordan
21 Jan 2025	Update risk register Status: Completed on 4 Mar 2025	Corina Jordan
21 Jan 2025	Councillors complete declaration Status: In Progress	Bruce Bates, Corina Jordan
21 Jan 2025	Hawkes Bay Standing Orders Status: Completed on 18 Feb 2025	Corina Jordan, Kerry Meehan
21 Jan 2025	.410 steel shot option Status: In Progress	John Lumsden
21 Jan 2025	Valuation policy Status: In Progress	Corina Jordan
17 Feb 2025	Electoral Roll Status: In Progress	Corina Jordan
18 Mar 2025	HB Chair to NZ Chair Status: In Progress	Bruce Bates
18 Mar 2025	Security measures Status: In Progress	Corina Jordan, Kerry Meehan

4.5 Correspondance

5. General Business

5.1 General business

- Fishing sexist underbelly article (HB Today Jan 14th 2025). General discussion. Fish and Game actively promotes the inclusion of all members of society in enjoying the wealth of benefits associated with fishing and hunting in our great outdoors. Practical fly-fishing courses run by women, for women, along with events to help young people to take up and enjoy fishing and hunting is a significant part of our work. We would encourage hunters and anglers to treat the people they meet on the river with the same courtesy and respect they expect themselves.
- Correspondence received from Paddy Clark re stocking the Mangaone River. General Council discussion. Action Develop a research brief for ecological assessment Esk, Tutaekuri, Mangaone and trout fishery restoration. Consider negotiating access, and the release of trout if it meets with NZC Policy. Could consider no fish take regulations. \$350 per 100 fish.



Response to HB Today article

HBFGC committed to equal opportunities and the right to pursue your sport without intimidation or harassment. Please respect your fellow fisherperson and hunters.

Decision Date: 21 Jan 2025

Mover: Dan Jones
Seconder: Steve Evans
Outcome: Approved



Fish release into Mangaone

Manager to send written response to Paddy Clark.

Manager to look at national policy, Crawthron institute report and possible river investigation with Dr Death.

Due Date: 18 Mar 2025
Owner: Corina Jordan

6. Close Meeting

6.1 Close the meeting

Next meeting: HBFGC Meeting - 18 Mar 2025, 6:00 pm

New Actions raised in this meeting

Item	Action Title	Owner(s)
2.10	Lake Tutira Due Date: 17 Mar 2025	Corina Jordan
3.2	Fishing Competition Policy Due Date: 18 Mar 2025	John Lumsden
4.3	Eyede payment Due Date: 18 Mar 2025	Corina Jordan
5.1	Fish release into Mangaone Due Date: 18 Mar 2025	Corina Jordan

Signature: _____

Date: _____

Risk Register

Hawkes Bay Fish and Game Council Meeting Tuesday 18th March 2025

Prepared by: Corina Jordan, Kerry Meehan

Kōrero taunaki - Summary of considerations

Purpose

1. This report to the Hawkes Bay Fish and Game Council provides an analysis of the risks facing Fish & Game as an organisation.

Financial considerations

Nil Budgetary provision Unbudgeted

Risk

Low Medium High Extreme

Ngā taunaki – HBFGC Manager Recommendations

2. The HBFGC Manager recommends that the Hawkes Bay Fish and Game Council:
 1. Receive the information.
 2. Review and discuss the risk assessment
 3. Accept as amended through discussion.

Whakarāpopoto - Executive Summary

- 3 The Risk Register report provides an analysis of the organisational and Hawkes Bay Fish & Game Council (HBC) risks associated with achievement of the Councils Strategic Objectives. These risks if not appropriately managed, could impede the achievement of the New Zealand Fish & Game Councils strategic priorities and effective implementation of the Organisational Strategy.
- 4 The main areas highlighted as high (2) or very high (1) center mainly around: organisational culture, cohesion, and resilience; social licence; recruitment, retention, and reactivation (R³); and environmental management.
- 5 The Risk Register Report summarises mitigation approaches to effectively manage the majority of risks. However, some identified risks may be outside of the direct control of the Hawkes Bay Fish & Game Council, such as organisational culture and cohesion and wider fiscal management and efficiency.

Takenga mai - Background

- 6 Risk assessment is the identification and analysis of relevant risks to achieving the councils' objectives and forms a basis for determining how the risk should be managed (accept, reject, manage).
- 7 Fish & Game faces a variety of risks from both external and internal sources. Appendix 1 to this report outlines these risks across key categories:
 - a) Operational/ assets;
 - b) Financial;
 - c) Human resources;
 - d) Governance;
 - e) Strategic;
 - f) Reputational;
 - g) Social/ demographic;
 - h) Species/ population;
 - i) Compliance and prosecutions
 - j) Environmental
 - k) Contractors/ third party risks
 - l) Health and safety; and
 - m) Produce quality/ value.
- 8 Risk assessments should inform the development of annual operational work programs and budgets, and should be undertaken before introducing new processes or activities, before introducing changes to existing processes or activities, when embarking on organisational change, or when a new risk becomes apparent.
- 9 The goal of the Risk Register (Appendix 1) is to assist the HBC to identify the relative risks to the organisation and to assist the council prepare for and manage risk. The assessment should be considered as the council reviews and considers for approval the HBC annual operating work plan, and final budgets. Risks are identified as low (4), moderate (3), high (orange), or very high (red).

		Impact			
		Minor	Moderate	Major	Critical
Likelihood		Little or No Effect	Effects are Felt but Not Critical	Effects are significant	Effects are critical
Improbable	Unlikely to Occur	4	4	3	2
Possible	May Occur	4	3	2	1
Probable	Will Likely Occur	3	2	1	1
		Risk Key			
		4	Low		
		3	Moderate		
		2	High		
		1	Very High		

Kōrerorero - Discussion

- 8 Appendix 1 Risk Register sets out the relative risks to the Hawkes Bay Fish & Game Council (HBC), and the wider Fish & Game organisation. The Risk Register also summarises mitigation approaches to effectively manage risk to a desirable level.
- 9 Priorities for the Hawkes Bay Fish & Game Council team for 2024/25, based on the Risk Register and assessment for 2024/25, in addition to the teams well established and historical focus areas and projects, include:
 - a) Communications and engagement which continue to build off the “Rewild” campaign, and increased focus on internal and external communications
 - b) Building strong and enduring relationships across key stakeholders and local government. Ongoing connection to hunting and angling influencers including clubs;
 - c) Finalising, consultation and implementation of the 10 year Sports Fish & Gamebird Management Plan.
 - d) Consultation with NZC and regions on establishing population monitoring systems and procedures.
 - e) Developing more opportunities for licence holders to access to fishing & gamebird hunting resources.
 - f) Development of an extension program and resources to support R3, and build stronger licence holder engagement and value add;
 - g) Building relationships with Mana Whenua and implementation of Fish & Games Section 4 Te Tiriti o Waitangi obligations.

Ngā kōwhiringa - Options

- 10 The Council may
 - a. Adopt the risk assessment; or

- b. Adopt the risk assessment with X amendments; or
- c. Agree to not adopt the risk assessment.

Whai whakaaro ki ngā whakataunga - Considerations for decision-making

Financial Implications

- 11 The financial implications of the risk assessment should be considered. The annual operational work program and budget has been developed to specifically manage the majority of the risks identified.
- 12 Legislative change for Fish & Game, or/and cross organisational governance support for change may be required to effectively manage these risks.

Legislative Implications

- 13 Some identified risks require legislative changes for the organisation or/ and cross organisational collaboration in order to effectively manage the risk.

Section 4 Treaty Responsibilities

- 14 The paper includes risks associated with Fish & Games implementation of its section 4 obligations under Te Tiriti o Waitangi.

Policy Implications

- 15 The risk assessment considers implementation of the Organisational Strategy, and the long term viability of Fish & Game.

Risks and mitigations

- 16 The paper provides a risk assessment for Fish & Game as an organisation and the New Zealand Fish & Game Council.

Consultation

- 17 Council to consider if they would like NZ Council feedback on any matters discussed in the report.

Ngā mahinga e whai ake nei - Next actions

- 18 The council will consider the Annual Operational Work Plan, and budget, in light of the discussion around organisational risks, with a particular focus on those risks identified as high (2) or very high (1).

Risk Register Hawkes Bay Fish & Game		as at 6 September 2024	
Risk Type	Description	Risk Code	Mitigation
Operational/assets		1 to 4	
	Flood,fire, theft, earthquake	3	Insurance, alarms, theft prevention, key codes changed
	Internet, files storgae and security	4	Security software up to date, Internet supplier agreement in place
	Physical files	3	Security software up to date, Internet supplier agreement in place
Financial			
	Reliance on licence income	3	Secure other sources of income
	Ongoing or new pandemic impact on Non residents	2	Use of reserves
	Investment income weak	2	Reduced reliance on interest revenue
	Depleted reserves	4	
	Fraud	4	Fraud prevention measures in place and audited
	Declining licence sales	1	R3 programme
	Licencing system failure	3	Contracts in place and being monitored
	Agent commission increase	2	Progressive movement to online sales
	NZC levies	3	Proposed changes to NZC levy payments be based on actual sales rather than budgeted sales.
Human resource			
	Pay and conditions of staff	3	Retain good working conditions, provide JD's & job sizing with Strategic Pay and test against market.
	Loss of key staff and recruitment of required skills	2	Promote professional development opportunities, incorporate resilience and cultural support and address capacity and capability gaps.
	Succession planning	2	CE to have succession plans in place to ensure transition of institutional knowledge.
	Staff stress and wellbeing	3	Monitoring in place and regular contact through one on one meetings. Development of individualised My Plans linked to strategic priorities. Encourage staff to take time off. Provide stable management structure & consistency for staff.
	HB Team Culture	4	Maintain positive and transparent workplace culture
	Inter-office staff culture	2	Cultural challenges across organisation continue. The current organisational structure and budgetting approach creates conflict. Minister of Hunting and Fishing legislation changes for F&G will foundational for cultural change. Past regional conflicts between staff and council have created some barriers to relationship building between regional staff.
	HBC Governor/staff culture	3	Training on culture, reestablishing boundaries, building trust and cohesion, creating culture of kindness.
Governance			
	Governance and Cr skill level	2	Governance and chair training, coopting specialist skills and education
	Councillor behaviour	3	Use and knowledge of standing orders and governance policies. Minister of Hunting and Fishing legislative review for F&G will be foundational in addressing challenges around policy implementation and enforcement.
	Representation	2	Encouragement of diversity (and gender) at elections, encourage diverse appointments to HBC
	Councillor safety	4	No addresses, limited personal info
	H&	2	Ongoing training for governors on culture and governance. Induction for new councils in 2024.
	Disconnect between customers and governors	4	Increase awareness of process of NZC and opportunities for public engagement. Be more engaged with public and Hunting /Fishing Sales Shops, keep up social media contact
Strategic			
	Lack of organisation strategy	4	Organisational strategy built collectively across the organisation, and socialised.
	Lack of organisational strategic implementation plans	1	Build annual operational work plans to ensure these are linked to the NZC organisational strategy, and annual SSP. Contribute to consolidated annual reporting which links to organisational strategy.

Risk Register Hawkes Bay Fish & Game		as at 6 September 2024	
Risk Type	Description	Risk Code	Mitigation
Reputational			
	Social Licence	2	Gather insights on what licence holders, wider stakeholders and public think and feel of Fish and Game to inform social licence campaign, increasing social media profile of organisation, commissioning analysis report summarising last decade of environmental activities undertaken by Fish and Game
	Public perceptions of Fish and Game	1	Broaden awareness and respect for Fish and Game through social licence campaign, including comms and advocacy
	Perceptions of trout	2	Promote value of trout- commercial, recreational, tablefare.
	Catch and release	2	Promote sustainable harvest
	Perceptions around hunting	2	Promote sustainable harvest and ethical shooting.
	Diversity of membership and Council	2	Recruitment at elections, encouragement of diversity through R3 planning.
	Seen as adversarial and litigious	3	Comms strategy to better articulate reasons of objections and legal actions
Social/demographic			
	Perceived value of introduced trout and ducks diminishing?	2	Value to be promoted through communications plan
	Population is diversifying and increasingly urban	1	R3 programme to target specific audiences
	Older population (baby boomers) aging out of sport	2	R3 programme
	Rural community trust in F&G low	2	Regain trust via regular contact on positive projects - Catchment groups, wetland enhancement projects (strategic priority 20-23)
	Game Park Educational program	3	Changes to council or regional management may see change to priority to maintain the development of the educational program
Species/Population			
	Sedimentation of waterways	2	Govt intervention should slow the pace of inputs. Removal may be challenging. promotiona of wetlands and native plantings
	Species interactions - natives V introduced	2	Engage and support research on this. Collaborate with manawhenua on research projects to build understanding of values & joint ownership of solutions.
	Ducks as pests/contributor to ecoli levels	3	Research and social messaging
	New incursions of pest fish species	3	Monitoring
	Increase in gamebird populations/increased crop predation.	3	Population monitoring for Mallards, Pukekos and Parries in place
	Cultural Harvest	3	Facilitate and encourage engagement with iwi & consideration to support legislative changes
Political			
	DOC advocacy positions	3	Strategic priority 22 - 27 to engage and support stakeholder groups and build relationships
	RMA review	2	Govt announced review of RMA, NES FW, and NPS FW. Continue to work closely with the government on environmental legislative reform, along with key stakeholders (such as GAC, EDS, F&B, Hunting and Fishing Influencers, Clubs etc), and Ministries (DOC, MPI, MfE).
	Wildlife Act Review	2	Engagement with DOC and GAC. Consider legislative changes, and build policy positions.
	Conservation Act Review	2	Engagement with DOC, GAC, and eNGO's
	F&G Legislative Review	3	Details to come. Will be essential to address cultural challenges across the organisation and to effectively implement F&G Organisational Strategy
	NPS -FM/NES implementation for wetlands and maimai's	3	Propose regulatory changes to enable the protection, enhancement, and establishment of wetlands in supporting the work of F&G, GBHT, and Hunters
	Relationship with DOC	3	Continue to build strong relationships with DOC.
	Treaty of Waitangi and our obligations	2	Strategic priority 22 - 27 to engage with iwi more regularly and meaningfully
Compliance and prosecutions			
	Perceptions about F&G prosecutions	2	Prosecution guidelines in place and regularly reviewed. Public interest test considered. Build and implement an infringement system.

Risk Register Hawkes Bay Fish & Game		as at 6 September 2024	
Risk Type	Description	Risk Code	Mitigation
Environmental			
	Didymo, lake snow etc more pests	2	Assisting Biosecurity with messaging. Promotion of Check, clean,dry through our own publications
	Climate change - heat/flooding	1	Climate change research? Return of flows to rivers through plan changes
	Declining water quality and quantity	1	Pressure on regional councils plans and recording of complaints encourage water care groups and communities
	Biosecurity - fish and bird diseases	3	Monitoring and reporting of incidents and observations to BNZ
	Intensive land use/ urban sprawl - reduced access	2	Pressure on regional councils to monitor. Reporting on issues
	Gravel extraction/ river straightening/ willow problems	4	Regional councils global consent for river works up for renewal. F&G input with other stakeholders.
	Carbon Farming - Forestry in headwaters	2	National advocacy, supporting regional engagement with district plans
Contractors/third party risks			
	Contractors	4	Check values align. Annual work programmes from FOBC
	Rangers and Volunteers	2	NZCE working with National Compliance Coordinator to review current systems.
Health & Safety			
	Mental stability, stress, personal conflicts	2	Open door policy with Manager for raising issues. H&S manual covers identification of risk factors
	Fire and emergency	3	Regular fire drills, emergency contacts on list at office.
	Ranger Safety And staff interaction with membes of public	1	Vetting and approval process
Product quality/value			
	Decreasing perception of value of trout and ducks	2	Trout/Ducks promoted as highly valued species through comms channels
	Reducing perception of value for money in licence	2	Communications plan to sell benefits. R3 plan to make people more successful. Ranging to check licences.
	Licence category choices	4	Review of licence categories initiated.
	Reduced access availability	2	Identification of public access points. Improved relationships with landowners

		Impact			
		Minor	Moderate	Major	Critical
Likelihood		Little or No Effect	Effects are Felt but Not Critical	Effects are significant	Effects are critical
Improbable	Unlikely to Occur	4	4	3	2
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		Risk Key			
		4	Low		
		3	Moderate		
		2	High		
		1	Very High		

Operational Work Plan & Budget 2025-26

Hawkes Bay Fish and Game Council Meeting
Tuesday 18th March 2025

Prepared by: Kerry Meehan

Kōrero taunaki - Summary of considerations

Purpose

This report to the Hawkes Bay Fish and Game Council seeks approval for for the draft operational work plan and budget for the 2025-2026 year

Financial considerations

Nil Budgetary provision Unbudgeted

Risk

Low Medium High Extreme

Ngā taunaki – HBFGC Manager Recommendations

The HBFGC Manager recommends that the Hawkes Bay Fish and Game Council:

1. Receive the information.
2. Approve the draft operational work plan and budget for the 2025-2026 year
3. Delegate authority to the HBFGC Manager to make necessary adjustments and finalizations based on feedback received.
4. Note that further consultation will be undertaken prior to finalising the 2025-26 OWP & Budget.

Whakarāpopoto - Executive Summary

- 1 This paper outlines the proposed draft operational work plan and budget for the 2025-2026 year, focusing on the ongoing management, conservation, and enhancement of fish and game resources in the Hawkes Bay region. The work plan prioritizes habitat restoration, monitoring, research, and community engagement efforts to support the long-term health of the region's fish and game populations. The draft budget reflects the necessary investments in these initiatives to ensure effective resource management and conservation.

Takenga mai - Background

- 2 The Hawkes Bay Fish and Game Council is committed to the sustainable management of fish and game species in the region. The draft operational work plan and budget for 2025-2026 are integral to ensuring that conservation and management efforts continue to address the needs of the local fish and game populations. These initiatives have been identified based on the priorities outlined by HBGFC.

Kōrerorero - Discussion

- 3 Monitoring and Research

Continued monitoring of fish and game populations is essential to understanding trends in species health and informing management decisions. The plan includes funding for research to assess environmental impacts and species sustainability, particularly on the Tukituki and Esk river system.

- 4 Community Outreach and Education

The work plan includes educational programs, public events, and collaborations with stakeholders to raise awareness and foster involvement in fish and game management.

- 5 Budget Allocation

The proposed budget provides a detailed breakdown of funding for each of these priority initiatives. The allocation is designed to ensure efficient use of resources while delivering on key objectives for habitat restoration, population monitoring, and community engagement.

Ngā kōwhiringa - Options

- 6 The Council may
 - a. Agree to approve the draft operational work plan and budget for the 2025-2026 year.
 - b. Agree to amend certain elements of the work plan or budget before approval.
 - c. Decide to delay approval pending further review or consultation.
- 7 The Council will have a further opportunity to consider any adjustments or refinements to the plan following any feedback obtained during the consultation process.

Whai whakaaro ki ngā whakataunga - Considerations for decision-making

Financial Implications

- 8 The financial implications of the proposed work plan and budget are outlined in the draft budget. Funding is allocated to habitat restoration, monitoring, research, and community outreach programs. No additional funding is requested at this time, though the Council will be consulted if further funding is required.

Legislative Implications

- 9 There are no immediate legislative requirements to approve this operational plan or budget, as the actions proposed are within the scope of the Fish and Game Council's existing authority.

Section 4 Treaty Responsibilities

- 10 The proposal is consistent with the Fish and Game Council's obligations under Section 4 of the Conservation Act. No aspects of the plan are inconsistent with our Treaty responsibilities, as the proposed initiatives align with the principles of the Treaty, including the sustainable management and protection of natural resources.

Policy Implications

- 11 The proposed work plan and budget align with the Council's current policies and strategies, including those relating to resource management, conservation, and community engagement.

Risks and mitigations

- 12 One of the key risks associated with this plan is the potential for insufficient funding to fully implement the proposed initiatives. To mitigate this risk, the budget has been carefully designed to prioritize essential actions and ensure efficient use of available resources.

Consultation

- 13 Consultation with stakeholders, including local iwi, landowners, and the public, will be undertaken following approval of the draft plan. Any necessary adjustments will be made based on the feedback received during this consultation.

Ngā mahinga e whai ake nei - Next actions

If agreed, the HBFGC Manager will finalise the work plan and budget for consultation with stakeholders. After receiving feedback, any required adjustments will be made, and the final plan and budget will be presented for approval at the next Council meeting.



Region GL Codes & Account Names: **HawkesBay**

NZFGC will advise the Net Fish and Game Licence Income as well as Grant Income if applicable in rows 15 to 17 after all budgets are submitted and reviewed.
 Enter your forecast Interest Income and Other Revenue items
 As part of a Zero-based budget, Other Annual Recurring Revenue with a high probability/confidence level should be budgeted for each year. Enter this Revenue for each GL Code used in Xero
 Depreciation will populate from the Capital Expenditure worksheet into the Overheads Expenditure section at the bottom of the worksheet.
 NZFGC will advise the Levies expense if applicable.

FY24 Actual Cost	FY25 Budgeted Cost	GL Code	GL Account Name	Sept-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Total FY26 Budget External Costs
			REVENUE													
			Net Fish Licence Income - to be advised by NZFGC & LWP LEQs													\$0
			Net Game Licence Income - to be advised by NZFGC & LWP LEQs													\$0
			New Zealand Fish and Game Grant - to be advised by NZFGC													\$0
			Interest, Dividends and other Investment Revenue	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$36,000
			New Zealand Fish and Game Grant													\$0
			Rent Received	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$26,400
			Resource Management Act Cost Reimbursement (if not offset in Expenses)													\$0
			Sundry Income													\$0
			Sponsorship													\$0
			Angler/Hunter training programs	\$1,400		\$1,400			\$1,400		\$1,400		\$1,400			\$7,000
			School visits to facility	\$500		\$500			\$500		\$500		\$500		\$500	\$3,000
			Meeting room hire	\$250				\$250				\$250		\$250		\$1,000
			Wetland Plants	\$150						\$150			\$150			\$450
			Gelnfalls Hut	\$100	\$200	\$200	\$200	\$240	\$200	\$100	\$100	\$100	\$80	\$40	\$40	\$1,600
\$0	\$0	1110	TOTAL REVENUE	\$7,600	\$5,400	\$7,300	\$5,400	\$5,690	\$7,300	\$5,300	\$7,350	\$5,550	\$7,180	\$5,640	\$5,740	\$75,450

			EXTERNAL OUTPUT, PERSONNEL & OVERHEADS EXPENDITURE													
		1100	SPECIES MANAGEMENT													
		1110	SPECIES MONITORING													
			1111 - River fisheries investigations	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
			1112 - Data watch	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			1114 - Lake Tutira	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			1115 - Upland/Headwater Fisheries	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			1116 - Game Bird Trend Counts	\$0	\$0	\$0	\$0	\$5,000	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$10,000
			1117 - Research	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			1118 - Waterfowl monitoring programme	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			1119 - Predator Control	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1110	TOTAL SPECIES MONITORING COSTS	\$0	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$15,000
		1120	HARVEST ASSESSMENT													
			1121 - River fisheries creel surveys	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			1122 - Game Bird Hunter Survey	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1120	TOTAL HARVEST ASSESSMENT COSTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1160	RELEASES/LIBERATIONS													
			1161 - Fish Liberations & Purchases	\$1,200	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,200
			1162 - Liberations - contract	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1160	TOTAL RELEASE/LIBERATION COSTS	\$1,200	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,200
		1170	REGULATIONS													
			1171 - Sports Fish Regulations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
			1172 - Sports Game Regulations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1170	TOTAL REGULATIONS COSTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1180	CONTROL													
			1181 - Game Bird Predator Control	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1180	TOTAL CONTROL COSTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$28,000	1100	TOTAL SPECIES MANAGEMENT EXTERNAL OUTPUT COSTS	\$1,200	\$0	\$2,000	\$0	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$18,200

		1823 - SSP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1820 TOTAL ANNUAL OPERATIONAL WORKPLAN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1830 REPORTING/AUDIT													
		1831 - Performance Report	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1832 - Audit	\$0	\$0	\$7,675	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,675
		1833 - Work Programme Monitoring	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1834 - Annual Meeting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1835 - Monthly Financial Reporting	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1830 TOTAL REPORTING/AUDIT	\$0	\$0	\$7,675	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,675
		1840 NATIONAL LIAISON													
		1841 - NZ F & G Liaison	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1842 - Liaison & Travel	\$300	\$0	\$300	\$0	\$300	\$0	\$300	\$4	\$300	\$0	\$300	\$0	\$1,804
		1843 - National Conference	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1844 - Marketing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$0	1840 TOTAL NATIONAL LIAISON	\$300	\$0	\$300	\$0	\$300	\$0	\$300	\$4	\$300	\$0	\$300	\$0	\$1,804
\$0	\$8,100	1800 TOTAL PLANNING/REPORTING EXTERNAL OUTPUT COSTS	\$300	\$0	\$7,975	\$0	\$300	\$0	\$300	\$4	\$300	\$0	\$300	\$0	\$9,479
		1900 OVERHEADS (PERSONNEL COSTS, DEPRECIATION AND OTHER EXPENDITURE)													
		1910 PERSONNEL EXPENSES													
	\$320,000	1910.01 Salaries (including Fixed Term and Casual Employees)	\$25,341	\$26,492	\$23,036	\$26,492	\$25,341	\$23,036	\$25,341	\$25,341	\$24,188	\$25,341	\$26,492	\$24,188	\$300,629
		1910.02 Annual Leave/Holiday Pay	\$2,214	\$2,315	\$2,014	\$2,315	\$2,214	\$2,014	\$2,214	\$2,214	\$2,115	\$2,214	\$2,315	\$2,115	\$26,273
	\$8,090	1910.03 Kiwisaver Employer Contribution	\$829	\$867	\$754	\$867	\$829	\$754	\$829	\$829	\$790	\$829	\$867	\$790	\$9,834
		1910.04 Home office or other allowances	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1910.05 Bonus and/or Retirement Gratuity provision if applicable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$1,500	1910.06 Fringe Benefit Tax (directly attributable to an individual)	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$1,417	\$17,000
	\$685	1910.07 ACC Levies	\$51	\$55	\$48	\$55	\$51	\$48	\$51	\$51	\$49	\$51	\$55	\$49	\$614
	\$1,315	1910.08 Staff Development & Training directly attributable to an individual	\$500	\$250	\$250	\$0	\$0	\$0	\$250	\$250	\$250	\$250	\$0	\$0	\$2,000
		1910.09 Other Personnel Costs (directly attributable to an individual employee)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1910.10 Personnel Expenses funded by Reserves	-\$3,204	-\$3,349	-\$2,912	-\$3,349	-\$3,204	-\$2,912	-\$3,204	-\$3,204	-\$3,058	-\$3,204	-\$3,349	-\$3,058	-\$38,007
	\$17,000	1910.11 Contractors and Consultants	\$8,522	\$8,134	\$7,748	\$3,987	\$4,430	\$4,208	\$4,873	\$4,208	\$4,651	\$4,651	\$4,873	\$4,651	\$64,936
		1910.12 Contractors and Consultants funded by Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$348,590	1910 TOTAL PERSONNEL EXPENSES	\$35,670	\$36,181	\$32,355	\$31,784	\$31,078	\$28,565	\$31,771	\$31,106	\$30,402	\$31,549	\$32,670	\$30,152	\$383,279
		1920 STAFF EXPENSES													
	\$1,500	1922 - Fringe Benefit Tax	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$1,315	1923 - Staff Training	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$2,000
	\$4,000	1924 - Staff expenses	\$300	\$300	\$200	\$500	\$200	\$200	\$300	\$200	\$200	\$200	\$200	\$200	\$3,000
	\$1,000	1925 - Employment Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$1,000	1926 - Health & Safety	\$280	\$80	\$580	\$80	\$80	\$865	\$80	\$180	\$80	\$180	\$80	\$80	\$2,645
\$0	\$8,815	1920 TOTAL STAFF EXPENSES	\$1,580	\$380	\$780	\$580	\$280	\$1,065	\$380	\$1,380	\$280	\$380	\$280	\$280	\$7,645
		1930 STAFF HOUSES													
	\$700	1931 - Rates	\$0	\$280	\$0	\$0	\$280	\$0	\$0	\$280	\$0	\$0	\$280	\$0	\$1,120
	\$5,000	1932 - Maintenance	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000
	\$2,000	1933 - Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000	\$4,000
		1934 - Staff Quarters Electricity	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1935 - Staff Quarters Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$7,700	1930 TOTAL STAFF HOUSES	\$500	\$780	\$500	\$500	\$780	\$500	\$500	\$780	\$500	\$500	\$780	\$4,500	\$11,120
		1940 OFFICE PREMISES													
		1940.1 - Office Premises Depreciation	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$ 866	\$10,391
		1941 - Rent	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$2,500	1942 - Rates	\$0	\$1,220	\$0	\$0	\$1,220	\$0	\$0	\$1,220	\$0	\$0	\$1,200	\$600	\$5,460
	\$1,943	1943 - Maintenance	\$100	\$0	\$100	\$0	\$100	\$0	\$100	\$0	\$100	\$0	\$100	\$0	\$600
	\$1,944	1944 - Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$1,945	1945 - Power	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$4,800
		1946 - Cleaning	\$50	\$0	\$0	\$50	\$0	\$0	\$50	\$0	\$50	\$0	\$0	\$50	\$250
		1947 - Meeting room	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$8,332	1940 TOTAL OFFICE PREMISES	\$1,416	\$2,486	\$1,366	\$1,316	\$2,586	\$1,266	\$1,416	\$2,486	\$1,416	\$1,266	\$2,566	\$1,916	\$21,501
		1950 OFFICE EQUIPMENT													
		1950.1 - Office Equipment Depreciation	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$ 237	\$2,846
	\$5,000	1951 - Purchases (Under \$2,000)	\$200	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$600
	\$200	1954 - Eqpmt Maintenance	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$200
		1955 - Eqpmt Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	\$1,500	1956 - Eqpmt Rental/lease	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$147	\$1,764
		1957 - Software	\$0	\$180	\$0	\$550	\$0	\$0	\$0	\$0	\$0	\$540	\$0	\$0	\$1,270
\$0	\$6,700	1950 TOTAL OFFICE EQUIPMENT	\$584	\$664	\$384	\$934	\$584	\$384	\$384	\$484	\$584	\$924	\$384	\$384	\$6,680
		1960 COMMUNICATIONS/CONSUMABLES													
	\$4,000	1961 - Telephone/wifi	\$390	\$390	\$390	\$390	\$390	\$390	\$390	\$390	\$390	\$390	\$390	\$390	\$4,680
	\$500	1962 - Postage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$500	1963 - Courier	\$120	\$0	\$120	\$0	\$120	\$0	\$120	\$0	\$120	\$0	\$120	\$0	\$720
	\$1,000	1964 - Stationery	\$100	\$100	\$100	\$0	\$100	\$100	\$100	\$100	\$0	\$100	\$100	\$100	\$1,000
	\$2,500	1965 - Computer Expenses	\$74	\$74	\$74	\$74	\$74	\$74	\$74	\$74	\$74	\$74	\$74	\$74	\$891
	\$1,200	1966 - Photocopying	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,200
		1967 - Communications	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$9,700	1960 TOTAL COMMUNICATIONS/CONSUMABLES	\$784	\$664	\$784	\$564	\$784	\$664	\$784	\$664	\$684	\$664	\$784	\$664	\$8,491
		1970 GENERAL													
	\$2,000	1971 - Advertising	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$1,000
	\$500	1972 - Subscriptions	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1973 - Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$300	1974 - Office General - Petty Cash	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300
		1975 - Insurance - General	\$9,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500	\$14,000
		1976 - Legal General	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500
		1977 - Valuation Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$400	1978 - Bank Charges	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$480
\$0	\$3,200	1970 TOTAL GENERAL	\$12,840	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$540	\$40	\$40	\$40	\$18,280
		1980 GENERAL EQUIPMENT													
		1980.1 General Equipment Depreciation	\$338	\$338	\$338	\$338	\$338	\$338	\$338	\$338	\$338	\$338	\$338	\$338	\$4,052
	\$1,500	1981 - Purchases (Under \$2,000)	\$700	\$0	\$700	\$0	\$700	\$0	\$700	\$0	\$700	\$0	\$700	\$0	\$4,200
	\$1,600	1983 - Equipment Maintenance/MSA	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$2,400
		1984 - Equipment Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1985 - Equipment Hire/rental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1986 - Equipment Fuel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
		1987 - Photos	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
\$0	\$3,100	1980 TOTAL GENERAL EQUIPMENT	\$1,238	\$538	\$1,238	\$538	\$1,238	\$538	\$1,238	\$538	\$1,238	\$538	\$1,238	\$538	\$10,652
		1990 VEHICLES													
		1990.1 - Vehicle Depreciation	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$ 802	\$9,624
		1991 - Purchases (Under \$2,000)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$2,600	1993 - Vehicle Maintenance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$2,500	1994 - Vehicle Insurance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,500
	\$2,000	1995 - Vehicle Registration	\$0	\$205	\$0	\$0	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$455
	\$7,000	1996 - Vehicle Fuel & RUC	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$8,400
\$0	\$14,100	1990 TOTAL VEHICLES	\$1,502	\$1,707	\$1,502	\$1,502	\$1,752	\$1,502	\$1,502	\$1,502	\$1,502	\$1,502	\$1,502	\$4,002	\$20,979
\$0	\$420,690	1900 TOTAL PERSONNEL, DEPRECIATION AND OTHER EXPENDITURE	\$56,114	\$43,440	\$38,949	\$37,758	\$39,122	\$34,524	\$38,015	\$39,480	\$36,646	\$37,363	\$40,244	\$46,976	\$488,626
\$0	\$599,890	TOTAL EXTERNAL OUTPUT, PERSONNEL & OVERHEADS EXPENDITURE	\$60,024	\$42,050	\$47,054	\$35,468	\$44,232	\$32,884	\$43,965	\$45,194	\$37,206	\$35,473	\$39,754	\$43,186	\$506,485
		New Zealand Fish and Game Levy - to be advised by NZFGC													\$0
		Other Extraordinary Expenses or (Revenue)													\$0
\$0	\$599,890	TOTAL EXPENDITURE	\$60,024	\$42,050	\$47,054	\$35,468	\$44,232	\$32,884	\$43,965	\$45,194	\$37,206	\$35,473	\$39,754	\$43,186	\$506,485
\$0	-\$599,890	NET SURPLUS/(DEFICIT)	-\$52,424	-\$36,650	-\$39,754	-\$30,068	-\$38,542	-\$25,584	-\$38,665	-\$37,844	-\$31,656	-\$28,293	-\$34,114	-\$37,446	-\$431,035



REGION: **Hawkes Bay**

FY24 Actual Cost	FY25 Budgeted Cost	GL Code	GL Account Name	Sept-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Total FY26 Budget External Costs
			OUTPUT EXPENDITURE (INCLUSIVE OF OVERHEAD COST ALLOCATIONS)													
\$15,479	\$31,500	1100	TOTAL SPECIES MANAGEMENT EXTERNAL OUTPUT COSTS	\$ 15,296	\$ 10,433	\$ 9,104	\$ 12,266	\$ 19,348	\$ 9,733	\$ 15,894	\$ 16,373	\$ 6,132	\$ 10,416	\$ 7,239	\$ 14,199	\$ 146,433
\$30,317	\$50,300	1200	TOTAL SPORTS FISH AND GAME HABITAT EXTERNAL OUTPUT COSTS	\$ 203	-\$ 3,277	-\$ 2,191	-\$ 2,336	-\$ 1,172	-\$ 934	\$ 2,026	\$ 850	\$ 1,221	-\$ 177	\$ 1,603	-\$ 5,417	-\$ 9,602
\$13,709	\$9,936	1300	TOTAL PARTICIPATION EXTERNAL OUTPUT COSTS	\$ 11,038	\$ 4,136	\$ 3,615	\$ 5,146	\$ 6,420	\$ 4,308	\$ 4,124	\$ 6,078	\$ 4,165	\$ 4,661	\$ 7,360	\$ 6,434	\$ 67,486
\$40,566	\$68,000	1400	TOTAL PUBLIC INTERFACE EXTERNAL OUTPUT COSTS	\$ 10,495	\$ 10,908	\$ 7,618	\$ 7,517	\$ 8,950	\$ 7,030	\$ 9,479	\$ 9,099	\$ 10,081	\$ 7,392	\$ 9,380	\$ 13,832	\$ 111,782
\$3,500	\$1,753	1500	TOTAL COMPLIANCE EXTERNAL OUTPUT COSTS	\$ 5,526	\$ 5,058	\$ 4,606	\$ 3,628	\$ 2,303	\$ 2,878	\$ 3,905	\$ 3,152	\$ 7,119	\$ 4,942	\$ 6,104	\$ 1,874	\$ 51,096
\$3,734	\$100	1600	TOTAL LICENCING EXTERNAL OUTPUT COSTS	\$ 1,245	\$ 1,350	\$ 583	\$ 926	\$ 580	\$ 784	\$ 553	\$ 1,552	\$ 1,804	\$ 1,098	\$ 997	\$ 1,491	\$ 12,963
\$4,994	\$1,500	1700	TOTAL COUNCIL EXTERNAL OUTPUT COSTS	\$ 4,862	\$ 2,841	\$ 3,591	\$ 2,220	\$ 3,837	\$ 1,211	\$ 2,639	\$ 1,941	\$ 3,408	\$ 1,542	\$ 4,656	\$ 3,894	\$ 36,642
\$9,787	\$8,100	1800	TOTAL PLANNING/REPORTING EXTERNAL OUTPUT COSTS	\$ 11,990	\$ 10,996	\$ 19,788	\$ 6,343	\$ 3,877	\$ 7,834	\$ 5,520	\$ 5,640	\$ 3,549	\$ 5,937	\$ 2,818	\$ 5,674	\$ 89,966
\$122,086	\$171,189	1000	TOTAL COST OF OUTPUTS PRODUCED	\$ 60,655	\$ 42,444	\$ 46,715	\$ 35,710	\$ 44,144	\$ 32,845	\$ 44,141	\$ 44,686	\$ 37,479	\$ 35,811	\$ 40,157	\$ 41,981	\$ 506,767

RECONCILIATION TO TOTAL EXPENSES AS PER STATEMENT OF FINANCIAL PERFORMANCE

FY24 Actual Cost	FY25 Budgeted Cost		Sept-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Total FY26 Budget External Costs
\$0	\$0	N/A	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
\$0	\$0	N/A	-	-	-	-	-	-	-	-	-	-	-	-	\$ -
\$0	\$0	N/A	\$ 631	\$ 395	-\$ 339	\$ 242	-\$ 87	-\$ 39	\$ 176	-\$ 508	\$ 273	\$ 338	\$ 404	-\$ 1,205	\$ 282
\$122,086	\$171,189	TOTAL EXPENDITURE AS PER STATEMENT OF FINANCIAL PERFORMANCE	\$60,024	\$42,839	\$46,376	\$35,952	\$44,057	\$32,806	\$44,317	\$44,178	\$37,751	\$36,149	\$40,561	\$40,777	\$507,049



REGION: **Hawkes Bay**

This sheet automatically calculates from the input in worksheets 2. & 3. The only user input required is the FY24 Actual and FY25 Budgeted Costs in columns E and F for comparative and analysis purposes

GL Code	Output Category and Sub-categories	Staff Member	Hourly Rate	Sept-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Total FY26 Personnel Allocated Costs
1100	SPECIES MANAGEMENT															
1110	TOTAL SPECIES MONITORING COSTS			\$ 8,555	\$ 7,272	\$ 4,010	\$ 8,662	\$ 10,150	\$ 7,582	\$ 7,061	\$ 6,734	\$ 2,711	\$ 6,306	\$ 4,641	\$ 5,261	\$ 78,946
1120	TOTAL HARVEST ASSESSMENT COSTS			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 849	\$ 896	\$ 848	\$ 841	\$ 3,434
1160	TOTAL RELEASE/LIBERATION COSTS			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,764	\$ 1,764
1170	TOTAL REGULATIONS COSTS			\$ -	\$ 992	\$ 1,424	\$ 1,424	\$ 544	\$ -	\$ 1,200	\$ 864	\$ 1,550	\$ 881	\$ 385	\$ 642	\$ 9,907
1180	TOTAL CONTROL COSTS			\$ 385	\$ 385	\$ 385	\$ 128	\$ 128	\$ 385	\$ 385	\$ 706	\$ -	\$ 642	\$ -	\$ -	\$ 3,529
1100	TOTAL SPECIES MANAGEMENT INTERNAL OUTPUT COSTS			\$ 8,940	\$ 8,649	\$ 5,819	\$ 10,214	\$ 10,823	\$ 7,967	\$ 8,646	\$ 8,304	\$ 5,110	\$ 8,725	\$ 5,874	\$ 8,509	\$ 97,580
1200	SPORTS FISH AND GAME HABITAT															
1210	TOTAL RESOURCE MANAGEMENT ACT COSTS			\$ 1,789	\$ 193	\$ -	\$ 578	\$ 1,117	\$ 193	\$ 1,062	\$ 471	\$ 513	\$ 385	\$ 2,515	\$ 193	\$ 9,007
1220	TOTAL WORKS & MANAGEMENT ACT COSTS			\$ 688	\$ -	\$ 241	\$ 224	\$ 144	\$ 96	\$ 592	\$ 577	\$ 144	\$ 688	\$ 144	\$ -	\$ 3,538
1230	TOTAL ASSISTED HABITAT COSTS			\$ 96	\$ 337	\$ 96	\$ 193	\$ 96	\$ 385	\$ 674	\$ 914	\$ 738	\$ 609	\$ 802	\$ -	\$ 4,940
1240	TOTAL ASSESSING & MONITORING			\$ 561	\$ 754	\$ 561	\$ 561	\$ 784	\$ 561	\$ 673	\$ 728	\$ 1,122	\$ 1,169	\$ 840	\$ 561	\$ 8,877
1200	TOTAL SPORTS FISH AND GAME HABITAT INTERNAL OUTPUT COSTS			\$ 3,134	\$ 1,283	\$ 898	\$ 1,555	\$ 2,142	\$ 1,235	\$ 3,000	\$ 2,691	\$ 2,517	\$ 2,851	\$ 4,301	\$ 754	\$ 26,361
1300	PARTICIPATION															
1310	TOTAL ACCESS COSTS			\$ 289	\$ 479	\$ 289	\$ 641	\$ 593	\$ 582	\$ 289	\$ 904	\$ 545	\$ 672	\$ 1,827	\$ 321	\$ 7,430
1320	TOTAL SATISFACTION SURVEY COSTS			\$ 223	\$ -	\$ -	\$ -	\$ 557	\$ -	\$ 557	\$ -	\$ -	\$ -	\$ 668	\$ -	\$ 2,004
1330	TOTAL NEWSLETTER COSTS			\$ 916	\$ 972	\$ 916	\$ 1,027	\$ 1,460	\$ 1,139	\$ 916	\$ 1,237	\$ 1,027	\$ 693	\$ 1,669	\$ 1,083	\$ 13,056
1340	TOTAL OTHER PUBLICATIONS			\$ 167	\$ 111	\$ -	\$ 223	\$ 167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167	\$ 835
1350	TOTAL TRAINING COSTS			\$ 2,628	\$ 1,555	\$ 1,140	\$ 1,555	\$ 1,362	\$ 1,195	\$ 1,140	\$ 1,342	\$ 1,250	\$ 1,222	\$ 1,808	\$ 1,596	\$ 17,793
1360	TOTAL CLUB RELATIONS COSTS			\$ 128	\$ -	\$ -	\$ 128	\$ -	\$ -	\$ 128	\$ -	\$ -	\$ 576	\$ -	\$ 128	\$ 1,089
1370	TOTAL HUTS COSTS			\$ 1,266	\$ 111	\$ 560	\$ 111	\$ 111	\$ 560	\$ 111	\$ 56	\$ 449	\$ 642	\$ -	\$ 560	\$ 4,539
1300	TOTAL PARTICIPATION INTERNAL OUTPUT COSTS			\$ 5,617	\$ 3,229	\$ 2,905	\$ 3,685	\$ 4,250	\$ 3,477	\$ 3,141	\$ 3,539	\$ 3,271	\$ 3,804	\$ 5,972	\$ 3,856	\$ 46,746
1400	PUBLIC INTERFACE															
1410	TOTAL LIAISON COSTS			\$ -	\$ 576	\$ 128	\$ 447	\$ 335	\$ 240	\$ 559	\$ 240	\$ 447	\$ 686	\$ 167	\$ 928	\$ 4,752
1420	TOTAL COMMUNICATION COSTS			\$ 223	\$ 445	\$ 111	\$ 111	\$ 111	\$ 111	\$ 111	\$ 111	\$ 111	\$ 111	\$ 223	\$ 334	\$ 2,115
1430	TOTAL ADVOCACY COSTS			\$ 240	\$ 687	\$ 687	\$ 687	\$ 687	\$ 687	\$ 687	\$ 687	\$ 687	\$ 687	\$ 687	\$ 687	\$ 7,796

1440	TOTAL PUBLIC PROMOTIONS			\$ 1,004	\$ 557	\$ 893	\$ 557	\$ 557	\$ 445	\$ 1,004	\$ 1,004	\$ 1,004	\$ 278	\$ 278	\$ 1,004	\$ 8,584
1450	TOTAL VISITOR FACILITIES/EDUCATION/INTEPREATION			\$ 4,462	\$ 5,148	\$ 4,193	\$ 4,427	\$ 3,899	\$ 4,242	\$ 4,748	\$ 4,322	\$ 5,022	\$ 4,399	\$ 4,226	\$ 5,307	\$ 54,395
1400	TOTAL PUBLIC INTERFACE INTERNAL OUTPUT COSTS			\$ 5,928	\$ 7,412	\$ 6,013	\$ 6,230	\$ 5,589	\$ 5,725	\$ 7,108	\$ 6,364	\$ 7,271	\$ 6,162	\$ 5,581	\$ 8,259	\$ 77,642
1500	COMPLIANCE (OUTPUT)															
1510	TOTAL RANGING COSTS			\$ -	\$ 3,672	\$ 3,635	\$ 3,021	\$ 1,883	\$ 2,256	\$ 3,353	\$ 2,562	\$ 5,041	\$ 3,319	\$ 4,311	\$ 1,123	\$ 34,177
1520	TOTAL RANGER TRAINING COSTS			\$ 1,163	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,163
1530	TOTAL COMPLIANCE (ACTIVITES) COSTS			\$ -	\$ 321	\$ 321	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 642	\$ 321	\$ 642	\$ -	\$ 2,246
1500	TOTAL COMPLIANCE INTERNAL OUTPUT COSTS			\$ 1,163	\$ 3,993	\$ 3,956	\$ 3,021	\$ 1,883	\$ 2,256	\$ 3,353	\$ 2,562	\$ 5,683	\$ 3,640	\$ 4,953	\$ 1,123	\$ 37,586
1600	LICENCING															
1610	TOTAL LICENCE PRODUCTION & DISTRIBUTION			\$ 697	\$ 891	\$ 501	\$ 671	\$ 475	\$ 642	\$ 475	\$ 586	\$ 671	\$ 920	\$ 809	\$ 894	\$ 8,230
1620	TOTAL AGENT SERVICING			\$ 128	\$ 128	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 576	\$ 832	\$ -	\$ -	\$ -	\$ 1,665
1600	TOTAL LICENCING INTERNAL OUTPUT COSTS			\$ 826	\$ 1,019	\$ 501	\$ 671	\$ 475	\$ 642	\$ 475	\$ 1,162	\$ 1,503	\$ 920	\$ 809	\$ 894	\$ 9,894
1700	COUNCIL															
1720	TOTAL COUNCIL MEETINGS COSTS			\$ 3,043	\$ 1,875	\$ 2,904	\$ 1,368	\$ 2,958	\$ 812	\$ 1,785	\$ 1,398	\$ 2,660	\$ 812	\$ 3,598	\$ 2,153	\$ 25,367
1700	TOTAL COUNCIL INTERNAL OUTPUT COSTS			\$ 3,043	\$ 1,875	\$ 2,904	\$ 1,368	\$ 2,958	\$ 812	\$ 1,785	\$ 1,398	\$ 2,660	\$ 812	\$ 3,598	\$ 2,153	\$ 25,367
1800	PLANNING/REPORTING															
1810	TOTAL MANAGEMENT/STRATEGIC PLANNING COSTS			\$ 668	\$ 779	\$ 334	\$ 781	\$ 334	\$ 1,562	\$ 668	\$ 1,115	\$ 668	\$ 1,451	\$ 668	\$ 1,562	\$ 10,591
1820	TOTAL ANNUAL OPERATIONAL WORKPLAN			\$ 1,619	\$ 2,176	\$ 1,563	\$ -	\$ 1,974	\$ 4,372	\$ 2,875	\$ 2,263	\$ 1,038	\$ 170	\$ 255	\$ 445	\$ 18,751
1830	TOTAL REPORTING/AUDIT			\$ 5,362	\$ 6,160	\$ 7,122	\$ 4,501	\$ 563	\$ 478	\$ 897	\$ 1,201	\$ 952	\$ 2,904	\$ 1,064	\$ 1,392	\$ 32,595
1840	TOTAL NATIONAL LIAISON			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 447	\$ -	\$ -	\$ 447
1800	TOTAL PLANNING/REPORTING INTERNAL OUTPUT COSTS			\$ 7,648	\$ 9,115	\$ 9,020	\$ 5,282	\$ 2,871	\$ 6,413	\$ 4,440	\$ 4,579	\$ 2,658	\$ 4,973	\$ 1,987	\$ 3,400	\$ 62,385
1900	OVERHEADS & ADMINISTRATION ==> SALARIES - PERSONNEL ADMININSTRATION ==> TO BE ALLOCATED PROPORTIONALLY OVER DIRECT COSTS															
1910	HR ADMIN TIME (LEAVE, PUBLIC HOLIDAYS etc....)															
1910	TOTAL COSTS FOR HR ADMIN TIME			\$ 4,079	\$ 4,432	\$ 4,471	\$ 4,570	\$ 4,896	\$ 4,311	\$ 4,561	\$ 4,935	\$ 4,131	\$ 4,513	\$ 4,784	\$ 5,880	\$ 55,562
1900	TOTAL OVERHEADS & ADMINISTRATION INTERNAL COSTS			\$ 4,079	\$ 4,432	\$ 4,471	\$ 4,570	\$ 4,896	\$ 4,311	\$ 4,561	\$ 4,935	\$ 4,131	\$ 4,513	\$ 4,784	\$ 5,880	\$ 55,562
1000	TOTAL INTERNAL COSTS	EXCLUDES HR ADMIN TIME ROWS		\$ 36,301	\$ 36,576	\$ 32,016	\$ 32,026	\$ 30,990	\$ 28,526	\$ 31,947	\$ 30,598	\$ 30,675	\$ 31,887	\$ 33,073	\$ 28,947	\$ 383,561



Region GL Codes & Account Names: **HawkesBay**

Enter Monthly Depreciation for existing Fixed Assets as loaded in Xero.																			
Ensure that the monthly depreciation expense ends once the asset has been fully depreciated. First month of depreciation = month of purchase.																			
Enter depreciation for any new purchases for assets over \$2,000 during the year.																			
Office Buildings are depreciated, but not Land.																			
				COPY CELLS K13 to V13 (CTRL+C) and then PASTE CELLS (CTRL+V) over desired rows in															
				0															
Existing or New?	Purchase Price excl. GST (Only for New Assets) [Enter \$0 for existing assets]	Purchase Month for New Assets (or put Sept-25 for existing assets)	Disposal OR End of Life Month for Depreciation	GL Code for Asset Depreciation	Fixed Asset Name & Reference	Sept-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Total FY26 Budget External Costs	
Existing		Sept-25	Aug-26	1950.1 - Office Equipment Depreciation	FA-0060	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$571	
Existing		Sept-25	Aug-26	1950.1 - Office Equipment Depreciation	FA-0064	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$223	
Existing		Sept-25	Aug-26	1950.1 - Office Equipment Depreciation	FA-0059	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$48	\$571	
Existing		Sept-25	Aug-26	1950.1 - Office Equipment Depreciation	FA-0038	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$62	\$745	
Existing		Sept-25	Aug-26	1950.1 - Office Equipment Depreciation	FA-002	\$61	\$61	\$61	\$61	\$61	\$61	\$61	\$61	\$61	\$61	\$61	\$61	\$737	
Existing		Sept-25	Aug-26	1990.1 - Vehicle Depreciation	FA-0076	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$13	\$158	
Existing		Sept-25	Aug-26	1990.1 - Vehicle Depreciation	FA-0025	\$361	\$361	\$361	\$361	\$361	\$361	\$361	\$361	\$361	\$361	\$361	\$361	\$4,335	
Existing		Sept-25	Aug-26	1990.1 - Vehicle Depreciation	FA-0074	\$428	\$428	\$428	\$428	\$428	\$428	\$428	\$428	\$428	\$428	\$428	\$428	\$5,131	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0041	\$47	\$47	\$47	\$47	\$47	\$47	\$47	\$47	\$47	\$47	\$47	\$47	\$565	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0070	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$237	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0065	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$101	\$1,217	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0069	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$237	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0066	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$215	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0068	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$237	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0071	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$237	
Existing		Sept-25	Aug-26	1980.1 General Equipment Depreciation	FA-0072	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$92	\$1,106	
Existing		Sept-25	Aug-26	1940.1 - Office Premises Depreciation	FA-0018	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$249	
Existing		Sept-25	Aug-26	1940.1 - Office Premises Depreciation	FA-1004	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$63	\$758	
Existing		Sept-25	Aug-26	1940.1 - Office Premises Depreciation	FA-1002	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$120	
Existing		Sept-25	Aug-26	1940.1 - Office Premises Depreciation	FA-1002	\$567	\$567	\$567	\$567	\$567	\$567	\$567	\$567	\$567	\$567	\$567	\$567	\$6,807	
Existing		Sept-25	Aug-26	1940.1 - Office Premises Depreciation	FA-1004.1	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$138	
Existing		Sept-25	Aug-26	1940.1 - Office Premises Depreciation	FA1001	\$193	\$193	\$193	\$193	\$193	\$193	\$193	\$193	\$193	\$193	\$193	\$193	\$2,318	
	\$0			TOTAL DEPRECIATION EXPENSE		\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$2,243	\$26,912	



HAWKE'S BAY FISH AND GAME COUNCIL

OPERATIONAL WORK PLAN 2025-2026

ANNUAL OPERATIONAL WORK PLAN

1 September 2025 - 31 August 2026

GENERAL INFORMATION

Hawke's Bay Region
Office and Game Park
Street Address: 22a Burness Road, Jervoistown, Napier
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TABLE OF CONTENTS

		Page
Introduction		
1	Mission Statement	1
1.2	Priorities for the 2025-2026 Year	1
1.3	Comparative Licence Sales	2
Output 1	Species Management	4
Output 2	Sports Fish and Game Bird Habitat Protection and Maintenance	9
Output 3	Angler and Hunter Participation and Services	12
Output 4	Public Interface	18
Output 5	Compliance	21
Output 6	Licensing	23
Output 7	Councils	25
Output 8	Planning and Reporting	26
Inputs	Administration	29

INTRODUCTION

1. Mission Statement

To manage, maintain and enhance the sports fish and game resource in the interest of anglers and hunters.

The functions of Fish and Game New Zealand, as described by the *Conservation Act 1987*, include:

- monitoring sports fish and game bird populations;
- monitoring the success and satisfaction of users;
- monitoring the condition and trend of ecosystems as habitats for sports fish and game;
- maintaining and improving access;
- maintaining and enhancing the habitat of sports fish and game;
- formulating and establishing regulations and policies which ensure the maintenance of sports fish and game populations and the recreational experience;
- securing compliance with sports fish and game regulations;
- promoting recreational angling and game bird hunting;
- representing the interests of anglers and hunters in the statutory planning process;
- keeping anglers and hunters informed.

Whilst being mindful of these functions, the emphasis of the OWP in any one year must reflect the current requirements or priorities of Council. Council does not have the capacity to spread resources equally across each function or output category. The OWP takes into consideration the current operational state of the Hawkes Bay Region.

1.2 Priorities for the 2025-2026 Year

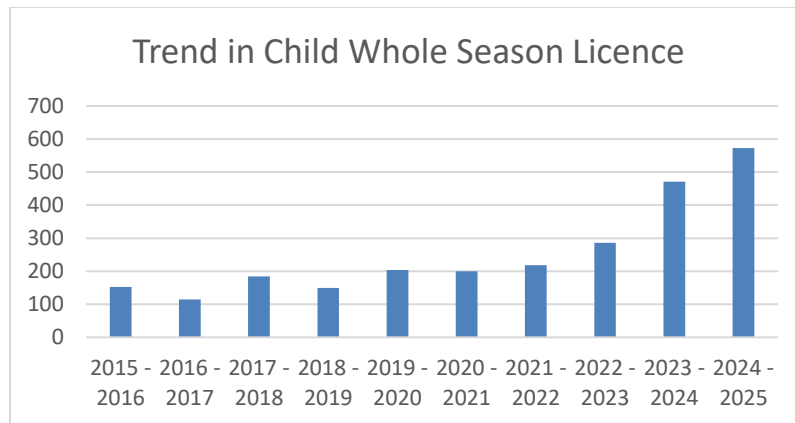
- Focusing on core activities of monitoring fish & game populations, licence holder participation & compliance with regulations.
- Developing and refining the programmes for the Hawkes Bay Fish and Game educational facility.
- Improving & building better relationships with rural communities, Iwi, Mana Whenua/Hapu
- Promotion of sports fishing and gamebird hunting to new licence holders
- Investigate the funding of a comprehensive study of the Manganuku stream as part of the Tukituki river system to gather empirical data on invertebrates, the effects of ground water extraction and level of resilience for future droughts.
- Investigate the funding of a study on the Esk river following the effects of cyclone Gabrielle.

- Prioritise the retention of current access for anglers and hunters to the regions rivers and work to establish more where possible.

1.3 Comparative Licence Sales

FISHING LICENCES	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Adult Whole Season	1020	1037	1236	1156	932	863	980
Non-Resident Whole Season	321	252	35	30	239	217	282
Loyal Senior Whole Season	197	202	233	253	237	219	244
Local Area Whole Season	211	177	230	227	150	138	183
Family Fishing	398	387	442	424	380	308	329
Adult Day	572	606	698	618	448	593	451
Non-Resident Day	457	361	45	29	527	718	575
Adult Winter	169	153	153	147	78	127	0
Adult Short Break	172	157	196	183	127	184	151
Adult Long Break	16	16	10	10	15	8	19
Junior Whole Season	149	173	228	233	182	239	348
Junior Non-Resident Whole Season	3	5	2	0	5	8	8
Junior Day	139	93	132	127	50	125	112
Junior Non-Resident Day	12	9	0	1	8	9	6
Child Non-Resident Whole Season	3	5	2	0	7	2	2
Child Non-Resident Day	4	1	0	0	4	3	6
Total Fish Licences	3853	3634	3644	3443	3389	3761	3696
Whole Season Licence Equivalent	2583	2463	2567	2449	2291	2404	2609

Worth noting is the trend in the number of Child Whole Season licences issued, even though not charged there is a growing trend in young people taking up the sport.



GAME LICENCES	2019	2020	2021	2022	2023	2024
Adult Whole Season	1825	1591	1793	1864	1700	1829
Adult Day	108	85	104	74	79	97
Junior Whole Season	179	141	168	185	165	207
Junior Day	2	11	6	6	0	6
Child Whole Season	57	60	69	69	59	75
Total Game Licences	2171	1888	2140	2198	2003	2214
Whole Season Licence Equivalent	1884	1637	1848	1916	1748	1888

OUTPUT 1

SPECIES MANAGEMENT

Output area 1 represents 21% of overall effort, and accounts for 23% of budgeted operational expenses.

Population Monitoring

Population monitoring is a core function of our statutory role as the managers of sports fish and game birds. Population levels are indicators of healthy (or unhealthy) habitats. To successfully and justifiably make decisions associated with these species we must first understand population dynamics and contributing environmental factors. Projects defined above achieve these outcomes by providing a robust dataset for interrogation, analysis, and subsequent management recommendations. Population monitoring results can be analysed alongside our angler satisfaction surveys to guide our communications and management strategies.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(a) to assess and monitor—

(i) sports fish and game populations; and

Objective	To monitor species population to aid management practices
Objective	Mitigate any adverse impacts of these species
Objective	Mitigate any adverse impacts on these species

Species Management Project Clusters

Management Project	Management Action	When	Description
1111 River Fisheries Investigations	Trout Spawning Surveys	Jul-Aug	Spawning surveys on Tukituki, Ngaruroro rivers
	Drift Diving Surveys	Feb-April	Drift dive Mohaka, Ngauroro, Tuki Tuki rivers
	Electric Fish Surveys	Oct-Dec	Electric fish survey Tuki Tuki, Tutaekuri, Esk rivers & Lake Tutira
	Spawning Tributaries Study	May-June	Investigate when fish are moving to spawn & whether tributaries should be closed earlier than 30 th June.
1114 Lake Tutira	Work with relevant agencies, Iwi and landowners on Lake Tutira.	Aug-Sept	Increase engagement with local hapu around the lake and work with HBRC & DOC to build a 5 year strategy for the lake.

1116 Gamebird trend counts	Black swan and paradise shelduck monitoring.	Jan-Feb	Work with Wellington to conduct aerial surveys to monitor population numbers. Further develop Swan Egg harvest project with local Iwi at Lake Poukawa
	Pukeko Monitoring	Sept-July	Continue development monitoring program to assess pukeko population.
1117 Research	Student Summership	Dec-Feb	Engage a student to assist in population monitoring, river investigations & surveying.
1118 Waterfowl Monitoring Program	Waterfowl Monitoring	April	Collaboratively monitor waterfowl populations within proposed Duck Management Units with adjoining Fish & Game regions.
	Shoveler Duck Survey	Aug	Participate in the national Shoveler Duck survey
	Review of game bird monitoring efforts and programme	Oct-May	Assessment of historical survey designs and data to determine if they are still fit for purpose. Report to outline recommended changes to monitoring and management of game bird populations in the HB region.
1119 Predator Control	Landowner Assistance	Sept-Aug	Provide advice & assistance to landowners on trapping methods.
	Predator Traps	Sept-Aug	Provide materials for DOC200 traps to volunteer groups to build traps and offer to wetland landowners at cost.

Harvest Assessment

Harvest assessment projects give a quantifiable measure of harvested fish and gamebirds and when considered alongside our population monitoring datasets (1.1.1.0) and angler satisfaction survey datasets (1.3.1.0) we are able to make assessments as to how harvest affects both angler satisfaction and overall population levels.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular, —

(a) to assess and monitor—

(ii) the success rate and degree of satisfaction of users of the sports fish and game resource; and

Objective	To carry out harvest assessments of sport fish and game bird species to ensure levels are adequate to meet user satisfaction goals.
Objective	Understand levels of harvest required to ensure user satisfaction is maintained.
Objective	Mitigate any adverse impacts of these species
Objective	Mitigate any adverse impacts on these species

Management Project	Management Action	When	Description
1121 River Fisheries Creel Surveys	Online Angler Diary	Oct-July	Utilise and review the online angling diary programme to assess angler catch, harvest and satisfaction
	Summer satisfaction survey	Feb	Use Survey monkey via email to understand angler satisfaction of the summer season.
1122 Game Bird Harvest Survey	Hunter Survey	May-Aug	Use phone and email survey to assess the harvest of game birds by hunters and hunter effort during the 2025 season.
	Hunter satisfaction survey	May-Aug	Use Survey monkey via email to understand hunter satisfaction and harvest numbers for season.

Management Project	Management Action	When	Description
1161 Fish Liberations & Purchases	Lake Tutira	July-Aug	Continue to discuss and work towards an agreement regarding the release of trout in Tūtira with Maungaharuru Tangitu and other interested parties.
	Lake Hawkston	Aug	Liberate 50 yearling trout into Lake Hawkston near Patoka to increase lake fishing opportunities within the Hawkes Bay Region.
	Other Opportunities	Aug-Sept	Investigate other local lake options for liberation options and angler access.
	Game Farm	Aug	Release 100 Trout into Game Park ponds for angler training. Establish base line population for ponds.
1162 Liberations	Upland Game Release	Sept	Source Pheasants from local preserve at the end of the season to release to other areas around HB.

Regulations

Regulation setting occurs on a yearly basis and is a critical operational tool to facilitate and encourage participation, enable and support good compliance and manage harvest and

population levels. Regulation setting process provides for staff input, public input and input from regulatory bodies and land management agencies.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(b) to maintain and improve the sports fish and game resource—

(iii) by formulating and recommending to the New Zealand Fish and Game Council conditions for fishing and game seasons; and

Objective	To recommend conditions for angling and hunting to Council and the Minister.
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Management Project	Management Action	When	Description
1171 Angling regulations review	Sports Fish Regulations	Feb	Recommendations to Council for consideration for 2026-27 season
		Mar-Apr	Council recommendations to licence holders & stakeholders for feedback
		May-June	Final Council signoff for 2026-27 regulation
		June	Recommend fishing season conditions for the 2026-27 Anglers Notice by 30 June 2026.
1172 Hunting regulations review	Regulations Review	Nov-Dec	Recommend game season conditions for the 2026 season to the NZ Council by 31 Jan 2026.
		Dec-Jan	Council recommendations to licence holders & stakeholders for feedback
		Jan	Assess regulations against survey data and alter if necessary. Final Council signoff.
		Jan	Recommend gamebird season regulations for the 2026 season to NZC by 31 st Jan 2026.

Species Management and Control

Projects within the species management and control objectives cover a range of activities which support the processes associated with controlling game birds and sport fish where they are causing damage or nuisance to the public. These projects cover the administration involved with issuing permits for gamebird control, research, electric fishing. When required this will also allow time for staff to carry out control.

Objective	To manage the adverse impacts of sports fish and game bird species on other user groups.
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Management Project	Management Action	When	Description
1181 Game bird Control	Permitting of game bird control	Aug-May	Permitting of game bird control permits where gamebirds are causing nuisance or damage to farming activities. Includes writing and issuing of permits, site assessments and post reporting requirements.
	Avian Botulism	Sept-Aug	Minimise avian botulism outbreaks through dispersal or collection.
1182 Sport fish control	Permitting of Electric Fishing	Sept-Aug	As per fisheries regulations, permitting of electric fishing requires permissions from both Department of Conservation and Fish and Game council.

Total Species Management Output, Personnel & Overheads Expenditure

Direct Costs \$18200	Internal Costs \$97580	Hours 1650	Total Costs \$115780
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OUTPUT 2

SPORTS FISH AND GAME BIRD HABITAT PROTECTION AND MAINTENANCE

Output area 2 represents 5% of overall effort, and accounts for 13% of budgeted operational expenses.

Goal	Protect and increase suitable habitat for sports fish and game birds to the extent necessary to provide for the recreational interests of anglers and hunters.
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The maintenance, enhancement and management of habitat remain the number one national priority for Fish and Game New Zealand and this region. The Hawkes Bay is a highly modified landscape and has a significantly lower number of wetland areas compared with many regions. Only 3% of Hawkes Bay original wetland area remains. In order to protect what remains and enhance what is possible, the following tools are considered:

- Protection of habitat values through statutory processes
- Creation or enhancement of habitat on private land
- Increasing capacity in the region to respond to requests for assistance in freshwater habitat projects

The Council's main habitat priorities have been for some years and remain:

- Increasing waterfowl numbers through activities that enhance wetland habitats
- Protecting free flowing water resources from inappropriate resource consent proposals
- Encourage enhancement of water quality and reduction in water abstraction

The Hawkes Bay region continues to create enhance and restore habitat. The programme is in conjunction with Game Bird Habitat Trust Board and is to encourage the enhancement of wetlands on private land.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(e) in relation to planning,—

(i) to represent the interests and aspirations of anglers and hunters in the statutory planning process; and

Objective	To increase and ensure adherence with levels of protection afforded to game bird and sports fish habitats, through engagement and participation in regulatory processes.
Objective	Act as the advocates and gatekeepers for habitats which support recreational fisheries and gamebird populations through the statutory planning process.

Management Project	Management Action	When	Description
1211 Resource Management Planning		Sept-Aug	Review resource management submissions and respond accordingly.
1211 Resource Management Planning	Tukituki Water Storage scheme	Sept-Aug	Monitor progress of the scheme through fast-track legislation and respond accordingly.
1212 Resource Consents		Sept-Aug	Review of resource consent applications and submissions where required.

1220: Works and Management: Wildlife Management and Other Wetland Reserves

Management Project	Management Action	When	Description
1221 Lake Pirimu		Sept-Aug	Engage with Porongahou Catchment group, land owners & Iwi on restoration & maintenance of the lake.
1222 Railroad Wetland		Sept-Aug	Manage water levels and habitat in wildlife management reserves, advocate and maintain optimum conditions for waterfowl.
1223 HBRC Reserves		Sept-Aug	Manage water levels and habitat in wildlife management reserves, advocate and maintain optimum conditions for waterfowl. Liaise with HBRC on Peka Peka Wetland status.
1224 Lake Rununga		Sept-Aug	Co-ordinate with HBRC, landowners & Iwi on lake management, water levels & weir management.

Assisted Habitat: Assist habitat creation and enhancement by individuals and organisations

Management Project	Management Action	When	Description
1231 Maintain and Enhance Game Bird Habitat	Gamebird Habitat Trust Grants	Sept-June	Make at least two applications for external funding for an enhancement project.
	Landowner Engagement	Sept-Aug	Respond to all landowners' requests for advice and contribute to the development and/or enhancement of habitat that enhances waterfowl productivity.
	Promotion	Sept-Aug	Use social and traditional media to promote projects & encourage the creation and enhancement of wetland and riparian habitats.
1232 Nursery		Sept-Aug	Liaise with Te Ngahere on nursery development
		Mar-Aug	Provide plants to landowners developing wetlands on cost recovery basis.
1241 Research	Esk River Study	Jan-Sept	Engage scientist to conduct a comprehensive study of the Esk river to establish recovery since Cyclone Gabrielle.
	Tukituki River Study	Aug-Sept	Engage scientist to work alongside staff & volunteers from Hastings Anglers Club to conduct a comprehensive study of the Tukituki river system to establish the systems overall health and level of resilience to climate change.

Total Habitat Management Output, Personnel & Overheads Expenditure

Direct cost \$40860 \$40k Funded from reserves	Internal Cost \$26361	Hours 367	Total \$67221
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OUTPUT 3

ANGLER AND HUNTER PARTICIPATION AND SERVICES

Output area 3 represents 15% of overall effort, and accounts for 10% of budgeted operational expenses.

Goal	To ensure angling and hunting opportunities are available to the entire spectrum of users, increase levels of new angler and hunter participation while maintaining the quality of existing angler/hunter experiences
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The Hawkes Bay Fish and Game Council has a statutory responsibility to keep anglers and hunters informed on matters affecting their interests. It is in the Fish and Game Council's interests to encourage potential anglers and hunters to take up angling and hunting as recreational activities. It is equally important that current anglers and hunters enjoy these activities, and that factors that may limit participation are minimised. At the same time, the Council must ensure that increased use of the sports fish and game resource does not compromise their sustainability or the quality of the experience. Licence holders purchase the opportunity to hunt and fish and it is important that these licence holders can see the value in the cost to do so. Guidance, assistance, and on-going satisfaction for licence holders is part of ensuring continued participation and satisfaction in sports fish angling and game bird hunting. Hawkes Bay Fish and Game are committed to promoting all aspects of angling and hunting, the sale of licences, and communicating with licence holders to access the sports fish and game opportunities in the region.

New participants from various demographics continue to be provided with various learning opportunities to enable them to progress from being an interested observer through to an active participant. There needs to be an array of experiences and contacts made over time so that participants can become mentored into fishing and hunting. Hawkes Bay Fish and Game needs to continue to help build pathways create lifelong participation and help the next generation complete that journey.

Hawkes Bay Fish and Game are working with other stakeholders to offer the participants different levels of engagement along the recruitment pathway. Expertise and resources can be shared with other fishing and hunting clubs and licence agents to help connect potential participants to a variety of opportunities and move them through the necessary stages needed to become lifelong participants. Recruitment and retention are long term processes and although single events or activities don't always lead to recruitment, they can be a spark that ignites a lifelong passion in hunting and or fishing.

Encouraging young and novice anglers and hunters is an area that the Council will continue to focus on. This should also involve educating families where possible, so that they can collectively learn and coach each other while undertaking these activities as a family. Partnering with local

anglers to provide courses using the Game Farm facilities continues to be a good way of providing opportunities for youth/novice anglers and develop a relationship with local clubs.

Access

Access advocacy is critical to reassure the public that we are active in the process associated with negotiating and securing access to sport fishing and hunting resources.

Access signage and an appropriate maintenance programme is critical. Our network of signs is what give our brand presence across the resources we are managing. A lot of our network of signs is in a state of disrepair and requires significant maintenance or review. This should align with the development of a comprehensive access signage strategy.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(b) to maintain and improve the sports fish and game resource—

(i) by maintaining and improving access; and

Objective	To provide opportunities to participate in sports fishing and game bird hunting
Objective	To secure and increase access opportunities through formalised access arrangements with landowners and managers.

Management Project	Management Action	When	Description
1311 Maintain & Enhance Access	River Access Information Update	Sept-Dec	Undertake assessment of all F&G river access points. Update online information where necessary. Remove access signage where no longer applicable. Establish new access points where possible.
			Engage clubs & licence holders to provide feedback on access point issues for staff to investigate and update information where necessary.
1312 Signage		Sept-Dec	Replace worn signage where necessary replace with Rewild branded bi-lingual signs.

1313 Hunter Ballots	Sept-May	Investigate opportunities for hunters to have more access to private wetlands and establish balloted maimai system. Increase opportunities for hunting public/Doc/HBRC areas.
1314 Walking Access	Sept-Aug	Maintain working relationship with Walking Access Commission on public access points.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(c) to promote and educate—

(i) by defining and promoting ethical standards of behaviour to be followed by anglers and hunters; and

(ii) by promoting recreation based on sports fish and game; and

Objective	To ensure freshwater fishing and gamebird hunting is easily accessible through facilitated access and improved awareness.
Objective	Conduct social science activities to understand factors which provide for angler and hunter satisfaction

Satisfaction Surveys

Management Project	Management Action	When	Description
1321 Satisfaction Survey	Angler Survey	July-Sept	Create and circulate a satisfaction survey to all licence holders to understand season satisfaction & identify licence holders expectations for following season.
	Hunter Surveys	Aug-Sept	Create and circulate a satisfaction survey to all licence holders to understand season satisfaction & identify licence holders expectations for following season.

Newsletters

The aim of our communications strategy is to build beneficial relationships between our organisation and the public. Our communication tools play a vital role in effective public relations and maintaining our social licence to operate. HBFG need to improve their understanding of how our users and the public perceive our organisation and our sport. We must ensure we provide avenues for the public to engage with our work and our sport. Our messaging that is being presented to the public should effectively impact the behaviour of the customers so that they remain loyal to the brand.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

to promote and educate—

(iii) by keeping anglers and hunters informed on matters affecting their interests:

Objective	To promote angling and hunting as participation sports to present and potential licence holders
Objective	To publicise and celebrate the results through traditional and social media outlets.

Management Project	Management Action	When	Description
1331 Newsletters Electronic	Reel life, Both Barrels & local emails	Due 20 th each month	Complete content for Reel Life and Both Barrels magazines. Engage with licence holders local events/news where necessary between national newsletters.
1332 Fish and Game Magazine supplements		May & Jan	Provide regional articles for the F&G magazine publications.
1333 Online content	Website & Social Media	Sept-Aug	Ensure HBFG website content is current and engaging to users. Update where necessary. Maintain social media profiles on Facebook & Instagram. Use paid content to extend reach on social media.
1340 Information pamphlets		Sept-Aug	As updated river access information is confirmed update existing pamphlets where necessary.

Training

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

to promote and educate—

(i) by defining and promoting ethical standards of behaviour to be followed by anglers and hunters; and

(ii) by promoting recreation based on sports fish and game; and

Objective	Provide opportunities to increase participation through facilitated skills development programmes
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Management Project	Management Activity	When	Description
1351 Take Me Fishing	Children's Fishing Event	Sept	Hold one Kids Take Me Fishing event
1352 Angler/Hunter Training	Young Adult Fishing Course	Sept & Feb	Run a 6 week beginner & intermediate Fly Fishing Courses for students
	Women's Fly Fishing Course	Sept & Mar	Run a 6 week beginner & intermediate Fly Fishing Courses for women.
	Men's Fly Fishing Course	Sept & Mar	Run a 6 week beginner & intermediate Fly Fishing Courses for men.
	Student Club	Sept-Aug	Open game farm one afternoon a week for students to come along to fish and connect with others. Provide a free monthly skills workshop for members.
	Gamebird Hunting Course	April	Run one 4 week gamebird hunting course for beginners. Incorporate Firearms licencing & safety.
	Student Gamebird Hunting Course	March	Run one 4 week gamebird hunting course for year 9-13 students. Incorporate firearms licencing & safety.
	NZC Hosted junior gamebird shoot	June	Assist NZC with a national promotion with 3 HB wetland to host a junior shoot in the 26 Gamebird season.

	Driven Pheasant Hunt	August	Co-ordinate a driven pheasant hunt on preserves aimed at Juniors & Women hunters
	Junior Clay Shoot	April	Co-ordinate a junior clay shoot pre-game season
	Workshops	Aug-Sept	Run workshops during the seasons to upskill & educate anglers & hunters.
1353 Angler/Hunter Enquires		Sept-Aug	Respond to enquiries for information from anglers & hunters.
1354 Fishing Competitions		Sept-Aug	Review applications to hold fishing competitions & grant permits where appropriate. Field officer to attend and ensure hygiene practices are being observed.

Client Relations

Objective	To maintain effective relationships with user groups whom we advocate for.
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Management Project	Management Action	When	Description
Club Relations	Club Meetings	Oct Dec Jan	Attendance at club meetings/facilitation of meetings at HBFG office.

Fish and Game Hut:

Management Project	Management Action	When	Description
1371 Fish & Game Hut		Aug-Sept	Maintain hut at Glen falls, Mohaka River. Manage bookings. Promote through social media & publications

Total Participation Management Output, Personnel & Overheads Expenditure

Direct cost \$5850	Internal Cost \$46746	Hours 1197	Total \$52596	Income \$8600
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OUTPUT 4

2024-2025 Operational Work Plan

PUBLIC INTERFACE

Output area 4 represents 22% of overall effort, and accounts for 17% of budgeted operational expenses.

Goal	To gain and maintain the acceptance of sport fishing and game bird hunting in the wider community and ensure the continued community support for Fish and Game Council management of these resources.
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Public awareness is an increasingly significant component of Fish & Game activities. How effectively we work with other agencies and how well we communicate our messages to both our clients and the general public has ramifications for the future viability and acceptance of our sports. In addition, providing Fish & Game focused educational experiences for children is important if the acceptance of sports fishing and game bird hunting is to be maintained and the awareness of environmental issues increased. The Game Park has significant potential to contribute to Fish & Game related education and awareness programmes.

Hawke's Bay Fish and Game continues to seek better performance from agencies that have key environmental responsibilities such as regional and district councils and the Department of Conservation. This region has now established strong and direct relationships with key agencies that influence areas of significance to sports fish and game bird populations. Staff and Council will continue to develop these relationships.

A key focus will be working with Iwi partners to identify pathways forward to build authentic relationships, understand engagement expectations, and explore co-management opportunities.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

in relation to planning,—

(vi) to liaise with local Conservation Boards; and

Objective	To liaise with statutory organisations, the media and the public on fish and game matters.
Objective	To provide a voice for the angling and hunting communities to address statutory and fish and game matters

Objective	To provide a face to the media and public in relation to fish and game matters
Objective	Ensure Hawke's Bay Fish and Game is fulfilling obligations under S.4 of the Conservation Act 1987

Management Project	Management Action	Hours	Description
1411 Statutory Liaison	Regional Council & Department of Conservation	Sept-Aug	Regularly engage with Regional Councils and the Department of Conservation & Government to seek improved biodiversity and habitat protection by these agencies in the Hawkes Bay region.
	Iwi Engagement	Sept-Aug	Engage with Uēha Environmental to assist with Iwi & Hāpu to build relationships.
	Public Liaison	Sept-Aug	Use online & media channels to engage the public & licence holders in regional activities.
		Sept-Aug	Liaise with landowners to create more opportunities for licence holders
		Sept-Aug	Establish closer relationships with local catchment groups to enhance habitat.

Communication

Management Project	Management Action	When	Description
1421 Public Communications		Sept-Aug	Use media to communicate with licence holders & general public, including media releases

Advocacy

Management Project	Management Action	When	Description
1431 Angler & Hunter Interest		Sept-Aug	Represent the interest of anglers & hunters at forums of significance to Fish & Game New Zealand.

Public Promotions

Management Project	Management Action	When	Description
1441 Public Promotions	Licence Holder Engagement	Sept-Aug	Run social media promotions to engage licence holders and encourage licence sales & promote events & educations at the Game Park
	Take a Mate Hunting	May-July	Run 'Take a Mate Hunting' promotion.

The Game Park Facility

Management Project	Management Action	When	Description
1451 Education Centre visitor & education	Education Program	Sept-Aug	To encourage schools & groups to visit the Game Park educational facility. Continue to develop the education program focusing on fishing, hunting, wetlands and environmental sustainability.
	Game Park Facility	Sept-Aug	Encourage visitors to the Game Park for recreational enjoyment. Develop tourism opportunities for Fly Fishing at the facility ie Cruise ship tourists. Encourage groups to hire the venue to private functions, team building exercises etc.
1452 Game Park Operations		Sept-Aug	Monitor & maintain Game Park water take consents. Maintain buildings & grounds to a high standard including mowing, weed control, garden maintenance & pond maintenance.
1454 Game Park Development		Sept-Aug	Continue development of ephemeral wetland on east side of facility. Establish Koura population on site

		<p>Te Maunga-iti Whare. Build an authentic whare on mound behind large pond.</p> <p>Develop area below as possible camp site for groups.</p> <p>Storyboard signage around the facility and along bike path fence line.</p> <p>Explore opportunities to attract more tourists to the facility.</p> <p>Seek legal advice on setting up an educational trust for the education program to be able to access outside funding.</p>
1455 Hatchery Building	Sept-Aug	Maintain the hatchery building for educational purposes.

Total Participation Management Output, Personnel & Overheads Expenditure

Direct cost \$10260	Internal Cost \$77642	Hours 1737	Total \$87902	Income \$4000
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OUTPUT 5

**2024-2025
Operational Work Plan**

COMPLIANCE

Output area 5 represents 10% of overall effort, and accounts for 8% of budgeted operational expenses.

Goal	To gain and maintain the acceptance of sport fishing and game bird hunting in the wider community and ensure the continued community support for Fish and Game Council management of these resources.
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Ranging

Enforcement is necessary for two main reasons. It is important to ensure that all anglers and hunters purchase a licence, thereby contributing to the costs of fish and game management. Secondly, illegal poaching activities and non-compliance with regulations such as bag limits may compromise the sustainable management of the sports fish and game resource.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular;—

(b) to maintain and improve the sports fish and game resource—

(iv) by ensuring that there are sufficient resources to enforce fishing and hunting season conditions;

Objective	To achieve an annual 10% coverage of licence holders and seek a 95% rate of compliance with legislation in the interests of anglers and hunters.
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Management Project	Management Action	When	Description
1511 Staff led compliance	Staff ranging	Oct-Dec	Once per week ranging/compliance monitoring local rivers with focus on high use areas ie Tukituki/Waipawa.
		Dec-April	Twice per month ranging/compliance monitoring local rivers.
		April-July	Once per month ranging/compliance monitoring rivers
		May-June	GB Opening weekend, min 2 teams working with Police & Closing
		July-Aug	

		May-June June-Aug	weekend min 1 team compliance operation. Minimum one per month gamebird ranging operation (x2 ranger team) Upland ranging public land
1521 Honorary Rangers	New Rangers	Sept-Jan	Develop a strategy to recruit & train more honorary rangers
	Honorary Ranger Program Management	Sept-Aug	Ranger co-ordination, contact reports, interviewing new rangers, warrant renewals, national meetings
	Ranger Training	Aug	Participate in Cert ranger training

Management Project	Management Action	When	Description
1531 Prosecutions/Enforcement		Sept-Aug	Follow Council Prosecution and Reparation Policies to prosecute individuals found unlicensed or in non-compliance with season regulations without just cause.

Total Compliance Management Output, Personnel & Overheads Expenditure

Direct cost \$3550	Internal Cost \$37586	Hours 787	Total \$41136
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OUTPUT 6

LICENCING

Output area 6 represents 2% of overall effort, and accounts for 2% of budgeted operational expenses.

Goal	To maximise the sale of angling and hunting licences, provide good service and ensure agents and licence sellers are providing service to expected quality levels.
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1.6.1.0 Licence production/distribution

Funding for sports fish and game management is obtained almost solely from the sale of fishing and hunting licences. The North Canterbury Fish and Game Council has functions under the Conservation Act 1987 to assess the costs attributable to managing sports fish and game and recommend licence fees to the New Zealand Fish and Game Council to recover these costs. North Canterbury Fish and Game Council also has legislated functions to issue licences for game bird hunting and sports fishing and does so through an efficient nationally coordinated licensing programme.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(f) to issue—

(i) licences to hunt or kill game, and game bird habitat stamps, in accordance with the Wildlife Act 1953 and any regulations made under it; and

(ii) licences to take sports fish, in accordance with this Part and any regulations made under this Act; and

(iii) game hunting guide licences in accordance with the Wildlife Act 1953 and sports fishing guide licences in accordance with this Act:

(g) to sell or arrange the sale of, in New Zealand or outside New Zealand, game bird habitat stamps and associated products:

(h) to recommend to the New Zealand Fish and Game Council the form of game bird habitat stamps.

Objective	To perform the tasks requested to assist NZC's aim to operate an effective and efficient licensing system.
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Management Project	Management Action	Hours	Description
1611 Licence Production/ Distribution		Sept	To have available fish licences and regulation guides for the 2025-2026 season by 1 September 2025.
		Mar	To have available game licences and regulation guides for the 2026 season by 31 March 2026.
1612 Analysis of Licence information		Sept-Aug	Evaluate licence sales information during the year and identify targeted marketing opportunities. Monthly reconciliation of licence sales
1613 National Licence Database Management		Sept-Aug	Database management for postal accuracy & reporting
1614 Marketing, Promoting sales		Sept-Aug	Actively promote Fish and Game licences to the public and contribute to the national sales targets.

1620 Agent Servicing

Management Project	Management Action	When	Description
1621 Agent Meetings & Promotion		Oct, Mar, Jul	Complete at least three visits to all significant licence resellers.
1622 Agents Information		Sept – Aug	Provide agents with support on licence database, pamphlets and general enquiries.

Total Licencing Management Output, Personnel & Overheads Expenditure

Direct cost \$300	Internal Cost \$9894	Hours 157	Total \$10194
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OUTPUT 7

COUNCILS

Output area 7 represents 4% of overall effort, and accounts for 5% of budgeted operational expenses.

Goal	To provide for the democratic governance of the fish and game system by fish and game licence holders.
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A council elected by licence holders for a three-year term manages the fish and game resource on a regional basis. Fish and Game Councils are required to meet at least six times a year to consider issues affecting sports fish, game birds and approve an Operational Work Plan and budget which establishes staff activities and priorities for the coming year. This output involves the servicing of Council, including preparation of agenda, meeting reports and minutes.

Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(e) in relation to planning,—

(vii) to advocate the interests of the Council, including its interests in habitats:

Council Management Project	Management Action	Description
Council	1721 Council meetings	Hold at least 6 meetings of the Hawke's Bay Fish & Game Council
		Provide effective direction and support to the management of Council's business.
		Administrative/Management support during meetings
	Council workshops	Administrative/Management support for strategy workshops & governance training
	Governance Advisor	Governance advisor to attend meetings when requested and provide advice as necessary

Total Council Management Output, Personnel & Overheads Expenditure

Direct cost \$3360	Internal Cost \$25367	Hours 337	Total \$28727
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OUTPUT 8

PLANNING AND REPORTING

Output area 8 represents 4% of overall effort, and accounts for 5% of budgeted operational expenses.

Goal	To ensure cost efficient and appropriate management of fish and game resources.
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Section 26Q Functions of Fish and Game Councils

(1) The functions of each Fish and Game Council shall be to manage, maintain, and enhance the sports fish and game resource in the recreational interests of anglers and hunters, and, in particular,—

(d) in relation to costs,—

(i) to assess the costs attributable to the management of sports fish and game; and

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

(iii) to represent the region's interests with the New Zealand Fish and Game Council in the determination and distribution of levies on licences:

(e) in relation to planning,—

(i) to represent the interests and aspirations of anglers and hunters in the statutory planning process; and

(ii) to formulate and adopt an annual operational work plan; and

(iii) to prepare draft sports fish and game management plans in accordance with this Act; and

(iv) to identify and recommend to the New Zealand Fish and Game Council the region's sports fish and game requirements for research

(v) to implement national policy determined by the New Zealand Fish and Game Council; and

Objective	To prepare and complete external and internal plans and reports as required by Council and management.
Objective	Work with New Zealand Fish & Game Council, and other regional Fish & Game Councils, on matters of national and regional importance

Objective	Ensure effective communication both within our own Council and between Councils.		
Management Project	When	Description	
1811 Management Implementation	Sept-Aug	Regular monitoring of the work plan to ensure planning & execution of project clusters are met & on budget.	
1821 Annual Operational Work Plan	Feb-July	Develop an operational work plan for the 2025-2026 year for Council approval	
1822 Annual Budget	Feb-July	Develop budget for 2025-2026 year for Council approval	
1823 Statement Service Performance	Sept	Prepare the Statement of Service Performance for the 2024-25 year.	

1830 Reporting/Audit

Management Project	Management Action	When	Description
1831 Annual Reporting		Oct-Nov	To complete the Performance (annual) Report for the 2024-25 year.
1832 Audit		Nov-Dec	To have the Performance Report for the 2024-25 year audited in accordance with the Public Audit Act 2001.
1833 Work Programme Monitoring		Sept-Aug	Monitor of staff time to projects
1835 Annual Meeting		Dec	Adoption of the audited 2024-25 annual report by Council, and presentation to a public annual general meeting not later than 31 December 2025, as well as to the Minister for Hunting & Fishing.

National Liaison

Management Project	Management Action	When	Description
1841 NZ Fish & Game Liaison		Sept-Aug	The maintenance of effective liaison with New Zealand Fish & Game to meet all statutory requirements. Contribute to the efficient management of Fish & Game nationally through participation with working parties, networks and national research and monitoring.

Total Planning/Reporting Management Output, Personnel & Overheads Expenditure

Direct cost \$9479	Internal Cost \$62385	Hours 827	Total \$71864
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Input Area 9

ADMINISTRATION

Goal	To ensure cost efficient and appropriate management of fish and game resources.
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1.9.1.0 Administration

Objective	Provide effective and efficient administration, management, and financial services
Objective	Evaluate the financial requirements needed to manage and maintain the fish and game resource and ensure sufficient financial resources exist
Objective	Maintain Council properties and buildings.

Administration is effectively made up of all the non-specific activities that are required for the general function of Hawkes Bay Fish and Game Council. In determining the actual costs of output areas or projects, administration costs are apportioned at an hourly rate so that all input costs are shared between the projects.

Administration Project Clusters

Management Project	Management Action	When	Description
1911 Staff salaries & payroll		Sept-Aug	Staff paid per contract and on time. Provide financial report to each meeting of Council.

1920 Staff Co-ordination and Training

Management Project	When	Description
1921 ACC Levy	Sept-Aug	
1923 Staff Training	Sept-Aug	Organise specific training opportunities to suit the individual requirements of staff.
1925 Employment	Sept-Aug	Carry out employment procedures as required

1926 Health & Safety	Sept-Aug	Ensure that Fish & Game operations meet the Health and Safety at Work Act 2015.
		PLB tracking through Track Me for all staff conducting field work.
		Utilise the current H&S plan for the Hawkes Bay Region and make it a practical and living document.
		Ensure staff undertake mandatory “Toolbox” talks while working with F&G staff, external agencies and groups in the field.
		Ensure that Fish & Game makes ongoing progress on the development and implementation of a health and safety conscious culture.

1930 Onsite House

Management Project	Description
1932 Onsite House	Carry out any maintenance required on the onsite house to meet New Zealand standards for rental accommodation.

1940: Office Premises

Management Project	Description
1942-6 Office Premises	Report in finance report expenses relating to rates, maintenance, insurance and power
	Carry out maintenance and cleaning to ensure that the Fish and Game office premises provide a suitable and safe work environment.
1947 Meeting Room	Ensure Meeting room is maintained at a high standard for those using and renting it.

Office Equipment

Management Project	Description
1951-5 Office Equipment	Maintain register of office equipment including asset schedule. Carry out maintenance or replacement schedule as required and pay photocopying lease.

1960 Communications and Consumables

Management Project	Description
1961 Communications	Maintain effective office and field communications. Review communications requirements.
1962-6 Consumables	Ensure adequate supply of office materials available for staff operations.

1970 General

Management Project	Description
1971-8 Administration	Continue to carry out the wide range of general office administration and management tasks in an efficient manner.

1980 Equipment

Management Project	Description
1981 Equipment Purchases	Purchase equipment under \$2000
1983 Equipment Maintenance	Maintain register of Hawkes Bay Fish & Game equipment, purchase new equipment as required.

Management Project	Description
1991-6 Vehicle Maintenance	Ensure that vehicles are maintained in an effective condition and adequate provision is made for their replacement.

Total Administration Management Output, Personnel & Overheads Expenditure

Direct cost \$488626	Internal Cost \$55562	Hours 787	Total \$544188 Income \$26400
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Operations report

Hawkes Bay Fish and Game Council Meeting Tuesday 18th March

Prepared by: Kerry Meehan

Kōrero taunaki - Summary of considerations

Purpose

1. To provide an update to the Hawkes Bay Fish & Game Council (HBFGC) of staff activities since the last council meeting.

Financial considerations

Nil Budgetary provision Unbudgeted

Risk

Low Medium High Extreme

Ngā taunaki – HBFGC Manager Recommendations

2. The HBFGC Manager recommends that the HBFGC:
 - a. Receive the information

Whakarāpopoto - Executive Summary

3. The Operations Report is provided at each HBFGC meeting in order to keep the Council updated on the activities of the operational team over the period since the last council meeting.
4. The Operations Report provides an opportunity for Council to discuss any matters arising through the implementation of the annual operational work program, including delivery of key project, and the development of key relationships between staff and our wider communities including any collaborative initiatives and opportunities.

Takenga mai – Background

5. The HBFGC annual operational work program is split into project clusters, that have staff and direct costs apportioned against, staff hours are recorded against these project clusters. The aim of this report is to provide a summary of staff

activities, so councillors are kept informed and have the opportunity to seek further information and where necessary to provide input.

Kōrerorero – Discussion

6. The following Operations Report is a summary of staff activities since the last council meeting up to 21 January 2025.

Species Management		
Code	Project	Discussion
1111	River Investigations	<p>Drift Diving Upper Mohaka & Ngaruroro. Planning well under way, planning on expanding number of sites to include some additional sites nearer coast.</p> <p>Davey and John have had 2 days training with the Wellington team, awaiting safety equipment that's on order.</p> <p>We finally have approval back from DOC for One-off Landing permit for fish survey for Fish and Game, Kaweka Forest Park. Need to complete by end of March.</p> <p>We are still Awaiting reply from representatives of East Taupo lands to access 1x upper Mohaka site under their control.</p>
		<p>Tukituki Drift dive – Davey and John undertook drift dive and clarity investigations at several sites on 25/02/25. Upper river of Tukituki road 28/02/25 – clarity was Ok – but not great.</p> <p>Below Tukipo Confluence– Clarity very marginal and quickly deteriorated to unacceptable once in water.</p> <p>At Walker Road - Clarity very marginal, but large quantities of fines sediment held in shingle would have made clarity unacceptable as soon as we were in the water.</p>
1118	Waterfowl Monitoring	<p>Aerial survey of Paradise and Swan completed 16/02/25 – Completed in one very big day with assistance from Wellington staff. Plane hire shared with Wellington, counts are manually recorded on day and complimented with high resolution photographs of large bird concentrations for counting later.</p> <p>Final counts completed within a week and at a considerable saving compared to last year when counts done under contract by Eastern FnG. Unfortunately, Eastern didn't complete their east coast Paradise duck and Black Swan counts this year due to budget constraints, so an indication of total east coast populations won't be possible.</p>
1119	Predator Control	<p>Staff have pricing for Menzshed to build another 50 trap boxes, as current stocks are low, aim for volunteer group-built trap boxes and FnG supply trap mechanisms.</p>
1172	Gamebird Regulations	<p>2025 Gamebird regulations submitted to NZC on 31st Jan</p>
1161	Fish Liberations & Purchases	<p>Staff have opportunity to obtain additional rainbow trout fingerlings to stock local lakes or reservoirs.</p> <p>Investigating possible sites prior to commitment. See attached report.</p>
1181	Gamebird Control	<p>7 consent to disturb permits issued for Pūkeko to growers & orchardists. One expired return received reporting 12 birds culled.</p>

Habitat Protection & Maintenance		
1212	Consent Applications	Weekly reports received from HBRC on consent applications, reviewed by staff
1231	Maintain & Enhance Gamebird Habitat	Two potential sites under investigation with the help of John Cheyne.
Participation		
1311	Maintain & enhance access	HBFG office have keys for Smalls access to Tukituki River, anglers have been advised via Reel life, fishing reports. JI investigated 27/02 – Cyclone has wiped out track from just past stock yards and the track that ran beside river for some distance, so unfortunately a reasonable walk is still require, and “drive to access opportunities” are significantly reduced. Walker Road access has been open for several weeks and advised via Reel life, fishing reports.
1314	Walking Access	Two specific issues have come to our attention – ongoing.
1321	Satisfaction Survey	Summer fishing survey sent to database via email through survey monkey. 42 responses received to date. Staff analysing data. Survey closes 31 st March.
1331	Newsletters Electronic	Fishing reports sent to current database via Mailchimp on 5/2/25 and Reel life sent 26/2. Gamebird email sent to database 14/2 highlighting upcoming season events. Lots of good photos and content for 2 recent publications – staff thankful to councillors and other anglers for their contributions.
1332	Fish & Game magazine	Two page regional supplement for Fish and Game magazine, Game season special issue completed. Season prospects, changes to game season conditions, 3x junior events, GBHT covered in regional supplement and feature article on Junior CHB duck hunt as a special feature.
1333	F&G Website/Facebook	Featured posts on combined fishing courses, duck hunting event, staff activities, angler survey, open day, river report, world wetland day. Average 2-3 posts per week. Posts are regularly Boosted to extend their reach.
1352	Angler/Hunter Training	Both men’s & women’s beginner fly fishing course began on 2 nd March and Students on 10 th March. 12 men, 4 women and 7 students currently enrolled. Cncr Glenn Morgan & Paula Burden are the tutors. A free river safety workshop is being held on 2 nd April with registrations now open. A variety of local speakers will focus on different aspects of river safety for hunters and anglers.
1354	Fishing Competitions	John attended twin lakes competition 8 February and ranged the surrounding area. Competitors were all very cooperative and keen to set a good example with their gear cleaning – not many trout caught, but a good opportunity to meet with a group of very enthusiastic anglers, influencers and trainers. Mohaka – application from Sport Flyfishing NZ for competition of Mohaka river 5/6 April 2025, from Mohaka River Farm downstream to SH2 bridge.
1361	Fish & Game Club communications	John presented to Napier Freshwater anglers at their February club night – lots of interest in Tutira.
1371	Fish & Game Hut	The hut has been fully booked every weekend through Jan & Feb and first half of March. Will use social media to encourage more bookings for the autumn. Staff visited to do perform regular maintenance & weed control mid Feb.

Public Interface		
1451	Education Centre	Chairman developing document to create an education centre trust.
1452	Game Farm Operations	See attached staff report.
Compliance		
1511	Ranging	Staff and some of the honorary team have been busy ranging since the start of the season often incorporating fishing ranging their own fishing trips, no major offences detected so far. Lots of interest from potential new rangers, please see separate paper for further information. A meeting is being arranged with staff, honorary rangers and Police for 11 th April to discuss this years opening weekend operation.
Licencing		
1613	National Licence Management	Database cleanse completed for gamebird magazine address verification before magazine is distributed.
Councils		
1721	Council meetings	Governance folders completed and distributed to councillors at a workshop for 2025/26 OWP priorities.
Administration		
1821	OWP	Following council meeting to discuss priorities staff have begun work on the 2025/26 operational work plan
1822	Budget	NZC provided a zero-based budgeting template on 27 Feb and have trained staff on how it is to be used for preparing 2025-26 budgets.
1930	Onsite house	Staff have assisted with repairs on the house guttering & installed whiskers to prevent debris buildup. A plumber has made repairs to internal laundry & kitchen leaks and hot water issues in the shower.

Ngā kōwhiringa - Options

7. The Council may either accept the paper as read or seek further information via the manager.

Whai whakaaro ki ngā whakataunga - Considerations for decision-making

Financial Implications

8. NA - Please see accounts and sales reports

Legislative Implications

9. NA

Section 4 Treaty Responsibilities

10. Discussed in the table above where appropriate. HBFGC has section obligations under the Conservation Act in relation to Te Tiriti o Waitangi.

Policy Implications

11. Discussed in the table above where appropriate

Risks and mitigations

12. NA

Consultation

13. Implementation of annual work program as approved by HBFGC.

Ngā mahinga e whai ake nei - Next actions

14. If agreed, the council will take the content as read.

15. If further information is required, this will be identified as an action and provided as appropriate.

16. Items that require a council vote will have a specific paper provided at the next council meeting.

**Lakes , Reservoirs and Pond options for “Put and Take Trout Fishery” in
Hawkes Bay.**

**Hawkes Bay Fish and Game Council Meeting
Tuesday 18 March**

Prepared by: John Lumsden

Kōrero taunaki - Summary of considerations

Purpose

This report to the Hawkes Bay Fish and Game Council seeks to update the council on staff investigation of alternative options to lake tutira

Financial considerations

Nil Budgetary provision Unbudgeted

Risk

Low Medium High Extreme

Ngā taunaki – HBFGC Manager Recommendations

The HBFGC Manager recommends that the Hawkes Bay Fish and Game Council:

1. Receive the information.

Whakarāpopoto - Executive Summary

- 1 The Hawkes Bay Fish and Game Council has requested the staff investigate alternative easily accessible still water trout fishery options in the Hawkes Bay region.

Takenga mai - Background

- 2 The Hawkes Bay region has historically had only one significant lake trout fishery; Lake Tutira, and was highly valued by anglers particularly those that enjoyed the easy access and social opportunities the lake provided. This lake currently has a very large population of Grass carp that were introduced into the lake to irradiate the noxious aquatic weed Hydrilla, the reduction of weed

has hugely reduced feed and cover options for both trout and tuna(eel) food organisms.

- 3 Lake Tutira has no known natural trout spawning and the Iwi owners of the lakebed are currently opposed to the release of trout into the lake, the last Fish and Game release of trout was in 2018. Fish and Game is attempting to work with the owners and other interested parties to improve the environment and recommence the release of trout into the lake. Finding an alternative stillwater fishery would be a great addition to fishing options for our license holders.

Kōrerorero – Discussion

Councillors, staff and local anglers have suggested a number of options and staff have started investigating options and opportunities; a summary of options, opportunities and information on the various sites follow.

I understand that release of trout into any of the following waters will require initial agreement from all its landowners, a permit from DOC that will require Iwi consultation and most likely Fish and Game’s consultation with all interested parties. A binding contract with landowners to ensure enduring access to anglers and to ensure any landowner doesn’t try to capture the created fishery for their own gain, is likely to be seen as a prerequisite.

Suggested options

Horseshoe Lake.

Kautuku Lake/ Swamp.

Lake Oinga

Guthrie Smith Trust Lake – Lake Orakai

Irrigation Reservoir – Glazebrooks.

Lake Te Pohue

Eland lake.

“Winstones Lake” – adjacent to Ngaruroro river – on HBRC land.

Lake Whatuma.

Lake Lopez.

Horseshoe Lake.**Depth:** 3.2 metres**Area:** 31 hectares**Altitude:** 176 metres**Lake ID:** 35422

Elsthorpe

Iwi / representative groups: - Heretaunga Tamatea**Description**

Horseshoe Lakes is a small lake located to the east of the Tukituki River, on the Mangarara Station, south of Havelock North in Central Hawkes Bay. The lake is a wildlife reserve. The lake used to be a horseshoe shape with a peninsula but has since been dammed and become a ring lake due to the raised water level. Nestled in the middle of sheep and beef farmland, the surrounding land is being restored with native plantings and regenerative farming methods (millionmetres.org.nz).

Also home of Mangarara Eco Lodge, and “open farm”

Lake contains Perch and regularly fished by visiting anglers.

JL spoke to Greg 25/02/25, at least 3 owners – main access via Mangarara.

Mangarara station approached other landowners hoping to create walking track right around lake – Denied.

John met Greg and Rachel Hart on 28 March – they are keen to explore the opportunity to stock the lake with trout and share with anglers and felt that visiting anglers would have minimal negative impact on their busy Mangarara Eco Lodge.

They did advise that there are 4 key owners of the lake, it supported a prolific commercial eel fishery, and they would be very keen to work with local Iwi on any venture.

I suggest this option is definitely worth pursuing

Kautuku Swamp/ Lake**Depth:** 1.1 metres**Area:** 10.4 hectares**Altitude:** 40 metres**Lake ID:** 36314**Main vegetation type:**

High Productivity Grassland

IWI Representative groups - Ahuriri Hapū, Heretaunga Tamatea

Description

Kautuku Swamp is among a cluster of small lake systems inland from Napier and Hastings. The swamp covers an area of 10.4 hectares, with a maximum depth of 1.1 m and is flanked by high productivity grassland.

Comments - Minimal depth in high producing farmland, with minimal bank cover is unlikely to provide good trout habitat - - within Kautuku station, privately owned.

Lake Oinga

Depth:2.1 metres

Area:85.1 hectares

Altitude:21 metres

Lake ID:36096

Main vegetation type:

High Productivity Grassland

IWI Representative groups - Ahuriri Hapū, Heretaunga Tamatea

Lake Oingo is among a cluster of small lake systems inland from Napier and Hastings. The lake covers an area of 85.1 hectares, with a maximum depth of 2.1 m and is flanked by high productivity grassland.

Comments - Minimal depth in high producing farmland, with minimal bank cover is unlikely to provide good trout habitat – ½ of bank is in Kautuku station, privately owned, believe remainder mixed ownership.

Guthrie Smith Trust Lake – Lake Orakai – Tutira District

Depth:23 metres

Area:3.3 hectares

Altitude:168 metres

Lake ID:36979

Main vegetation type:

High Productivity Grassland

IWI Representative groups - Maungaharuru Tangitū Hapū

Description

Lake Orakai is a lowland lake, situated north of Napier at an elevation of 168 m. The lake covers 3.3 hectares, has a maximum depth of 23 m and is surrounded by high productivity grassland.

Discussed with Alan Lee ex DOC – Concerned that lake has minimal through flow – has small outlet stream that runs after heavy rainfall – May suffer from water quality issues??

It is one of four lake beds vested to MTT trust in treaty settlement 2013.

MTT ownership likely to preclude introduction of trout at this point

Irrigation Reservoir – Glazebrooks.

Large irrigation reservoir – Bruce Bates knows owner to organize a meeting.

JL Flew over and surveyed for paradise and swan aerial survey, very high numbers of paradise ducks moulting – very open in farmland.

This may be an option worth pursuing depending on current water quality.

Lake Te Pohue

Exert from Deed of settlement between the crown and MTT 2013.

The TePohue Domain Recreational Reserve will be transferred to the Maungaharuru- Tangitu Hapu subject to reserve status and public access being retained. The site will continue to be administered by Hastings District Council.

Lake contains Perch, MTT ownership likely to preclude introduction of trout at this point.

Eland Lake.

Small lake on private land near Te Pohue. Split ownership Eland Farm (family owned farm) and Eland forestry (Foreign owned forestry block) managed by Forest Management NZ Ltd – only viable access to lake is through portion managed by Forest Management NZ Ltd, I would suggest access is unlikely.

“Winstones Lake” – adjacent to Ngaruroro river – on HBRC land.

A small man-made lake adjacent to Ngaruroro river, from information supplied by one of our Honorary Rangers – has good water quality and good flow into and out of from main river. Sounds like it may be a good option for further investigation.

Currently shot during duck hunting season by Rivers to Ranges staff, his observations as follows – water quality is good, some surface weed over summer, has some eels and a few trout in it currently, that appear to have accessed the lake during winter high flow periods.

This may be an option worth pursuing

Lake Whatuma./ Lake Hatuma

Depth:3 metres

Area:160 hectares

Altitude:132 metres

Lake ID:32805

Waipukurau .

Iwi / representative groups: - Heretaunga Tamatea.

Description

Lake Whatumā is an oval shaped shallow lake of some 160 hectares, with an additional adjacent wetland margin (76 hectares), which is in a degraded state. The catchment is prone to flooding and so its water levels are now managed artificially by a weir

(www.hbrc.govt.nz). ***In summer, when lake levels are low, the lake suffers from algae blooms which severely affects the lake's water quality and wildlife habitats.*** Nonetheless, the lake has high wildlife values and is home to the largest population of the globally endangered Australasian bittern in Hawke's Bay.

Lake Whatumā is a significant waterway for Heretaunga Tamatea. The Lake was a significant mahinga kai, particularly for tuna, kōkopu, kākahi and native birds. However, due to continued drainage and surrounding land use, by the 1950s the lake had degraded as a food source. The Whatumā Recreation Reserve which comprises land to the west of the lake is now managed jointly by two trustees appointed from each of Heretaunga Tamatea Settlement Trust and the Aorangi Māori Trust Board (legislation.govt.nz). The rest of the lake surround and most of the lake waters and lake bed are managed by private landowners (www.walkingaccess.govt.nz).

HBRC identify the lake as a priority wetland and it is a Recommended Area for Protection by DOC (www.hbrc.govt.nz).

Lake Lopez.

We believe the land surrounding the lake is owned by at least 3 separate owners, the primary owner I believe is Andy Lowe.

I understand the lake had trout introduced to it historically whilst under the control of HB Fish and Game.

This may be an option worth pursuing depending on current water quality.

Ngā kōwhiringa - Options

- 4 The Council may
 - a. receive the information
 - b. Wish to advise staff on their preferred next steps.
- 5 The Council will have a further opportunity to consider their options at the next council meeting when staff will provide an update.

Whai whakaaro ki ngā whakataunga - Considerations for decision-making

Financial Implications

- 6 The potential costs of legal advice and assistance with contracts need to be considered.
- 7 The cost of buying trout to successfully stock some of these lakes maybe quite significant and will require adding to current or future budgets.

Legislative Implications

- 8 Stocking will require DOC approval at the very least.

Section 4 Treaty Responsibilities

- 9 Consultation with Iwi/ representative groups is likely to be a prerequisite.

Policy Implications

- 10 Yes any activity that improves license holder opportunity fits with our policies.

Risks and mitigations

11. We need to ensure seeking an alternative to Lake Tutira doesn't negatively impact on the chances of reestablishing lake Tutira as a viable lake fishery.
- 12 Ideally, we would use this as a short-term alternative to Lake Tutira, but hopefully any alternative stillwater fishery we create will provide an additional long term fishery to compliment and mitigate any loses to existing fisheries.

Consultation

- 13 I understand DOC will need to consult prior to issuing any permit to introduce any valued introduced sport fish.
- 14 I believe we first need to get agreement in principle from all landowners before we look at further consultation.

Ngā mahinga e whai ake nei - Next actions

15 If agreed, staff will continue to investigate these and any additional options as directed by council.

Recruitment and Training Options for Additional Honorary Rangers for Hawkes Bay Fish and Game.

Hawkes Bay Fish and Game Council Meeting

Prepared by: John Lumsden

Kōrero taunaki - Summary of considerations

Purpose

This report to the Hawkes Bay Fish and Game Council seeks to inform the council of current options and potential impediments to recruiting and training honorary rangers in the Hawkes Bay region.

Financial Considerations

Nil Budgetary provision Unbudgeted

Risk

Low Medium High Extreme

Ngā taunaki – HBFGC Manager Recommendations

The HBFGC Manager recommends that the Hawkes Bay Fish and Game Council:

1. Receive the information.
2. Agree to consider the information and options offered.
3. Delegate to the HBFGC Manager the authority to co-opt staff where necessary to aid with vetting candidates and cover reasonable recruitment and training costs.
4. Note that not all nominated candidates may complete the process.

Whakarāpopoto - Executive Summary

- 1 Fish and Game has a Guide to the Recruitment and Training of Fish and Game Rangers—please see the separate handout.
- 2 Hawkes Bay Fish and Game currently has two staff members who hold ranger warrants; they are assisted by four Honorary rangers, whose activity level varies during the game bird and fishing season.

- 3 We have several anglers who are keen on becoming Honorary Rangers, but the time commitment and travel to Rotorua to complete training is seen as a burden, and some have asked if we could provide training in Hawkes Bay
- 4 Of note, because of the expense of training honorary rangers to a standard where they can achieve prosecutions successfully, it is essential to have rangers who will do both angling and game bird compliance, not one or the other.
- 5 The current vetting, recruitment and training system for honorary rangers is robust but involved. Due to the health and safety risks, we must equip and train our rangers as well as we possibly can because the risk posed by ranging to personal safety and organisational reputation is arguably our organisation's most significant risk.
- 6 Ideally, we should have more rangers, both staff and honorary, out in the field, particularly over weekends. How we recruit, train and retain rangers has been a perpetual challenge. This paper seeks to investigate how we might better achieve this.

Takenga mai - Background

- 7 Our Operational Work Plan targets 10 % of our license holders contacted yearly; simply having more rangers should increase the number of contacts. For the current fishing season, we are sitting at 121 contacts, which is below 10%; achieving this target is made difficult by the loss of Lake Tutira, where rangers could check a large number of anglers in a small area, and they were quickly located around the lake edge. Many of our river fisheries are small backcountry fisheries where anglers park and often walk a considerable distance from their car, making contacting them challenging for rangers.
- 8 As an example, a recent ranging day over the Christmas break saw a team range the Taruarau and Ngaruroro off the Taihape road, several Tutaekuri access points, across to the Puketetiri Road and range around Pakatutu Bridge (Ripia/ Mohaka), Makahu and out to the Mohaka at the Bluegums for only two contacts. Many calling cards were left on vehicles, and with many hunters, campers and trampers seeing us around, I am sure the "bush telegraph" would have been working and serving as a timely reminder to many more anglers than those actually checked.
- 9 A better plan would be to take the National Anglers Survey and Game Bird Hunter Harvest Survey and use that to generate a target list of rivers, lakes and catchments, which we can use to guide our compliance effort.
- 10 This would mean our compliance is targeted to where the angling or hunting effort is occurring and is less concentrated on getting the number of checks up but on getting out there and having a presence across the region to achieve those checks.
- 11 The time and direct cost of Ranger Training are a significant investment for regions and Fish and Game's National office.

- 12 Potential honorary rangers are vetted by staff and then police to check suitability before commencing any training. The initial training is via a series of online modules through Cert Systems; once completed, trainees typically accompany experienced ranging teams as observers and are given training by senior ranging staff. We use Cert Training to provide an initial two-day Situational Safety and Tactical Communications training; this is a prerequisite for all rangers as part of their initial training, and currently, all rangers need to attend a One-day refresher every three years, although there is a push to increase the frequency to two yearly.
- 13 Each Fish and Game region should also undertake regional training/refresher courses annually, covering legislation, documentation and any changes often, Cert training and regional training are combined where Cert Trainers and ranging coordinators deliver a combined training. Most Hawkes Bay staff have attended a one-day combined group training day in Rotorua, usually travelling up the evening before, staying at the accommodation at Eastern Fish and Game's Ngongataha site or making the return trip in one day. Currently, these training days are held with 10 -12 other staff or honorary rangers attending for either initial or refresher training. Some potential honorary rangers have raised concerns about the time commitment to travel to Rotorua for training and requested that we investigate alternatives closer to home.
- 14 A staff-run training day should be run before the start of each season.

Kōrerorero - Discussion

- 15 I have contacted Cert Systems about the costs of delivering training here at our HB site. Their current day rate for Fish and Game (we get a discount) is \$2495, which, as they commented, is very expensive for only a few participants.
- 16 There is the possibility of including rangers with other groups or organisations' Cert Systems Training; for example, they are delivering training to DOC at Porangahau in April for \$250 each, and our trainee rangers could attend. A significant negative is that it would only include the Cert Systems content, which is fine for the initial training.
- 17 As mentioned above, further targeted training is required to meet the needs of Fish and Game rangers.
- 18 Rotorua and Wellington/ Taranaki regions currently host Cert Training; if we could support either of their training sessions, it would be advantageous to the overall organisation.
- 19 Some of our honorary rangers have raised the cost of using their own vehicles to range. The current Ranger manual provides expenses to be reimbursed, but only if the ranging trip is approved in advance by the regional compliance coordinator.

Whai whakaaro ki ngā whakataunga - Considerations for decision-making

Financial Implications

20 The direct training costs via Cert Systems are a minimum of \$250 per ranger initially and ongoing for refreshers. They are usually covered by the NZC ranging budget but would be considerably higher if only a small group were trained. HB Fish and Game usually covers transport, meals, and accommodation, plus the time invested in dealing with applications, vetting, and field training, which is a considerable investment.

Legislative Implications

21 Not applicable.

Section 4 Treaty Responsibilities

22 Not aware of any issues

Policy Implications

23 We need to follow the national Ranger manual for training and support.

Risks and mitigations

24 We need a good pool of experienced, committed, active and happy honorary rangers to support staff to ensure compliance. Ranging is a key Fish and Game responsibility we must fulfil; ensuring ongoing recruitment and succession planning will help mitigate this risk.

Consultation

25 The current paper is presented as a discussion document

Ngā mahinga e whai ake nei - Next actions

As directed by the council – The primary aim is to generate discussion and a better understanding of our ranging responsibilities, potential limitations and options to improve our ranging team.

3.6 FINANCE REPORT – 6 March 2025

1. Purpose

To inform the Council of the YTD financial position as at 31st January 2025 and approve payments for the month of December 2024.

Tables within this report:

Table 1	Other Income
Table 2	Cash Position
Table 3	Aged Receivables Summary
Table 4	Profit and Loss
Table 5	Balance Sheet
Table 6	Bank Account Payments
Table 7	Credit Card Transactions

2. YTD Profit and Loss

The Profit & Loss statement for the period ending 30st January 2025 is provided in Table 4. This report documents the income and expenditure for the third month of the 2025 financial year.

Summary

With licence revenue greater than expenditure a net profit of \$88777 is reported YTD against a budgeted loss of -\$154946.

Income

Licence Sales

Fish licence revenue to 31st January 2025 was \$315465 compared with to a budget of \$303861. Sales are significantly higher than for the same period last season (\$249221) following the recovery from cyclone Gabrielle. A more up to date picture of licence sales performance can be found within the licence sales report.

Other Income

Table 1: Other Income	Total YTD Actual	Total YTD Budget	Total Budget
Glen Falls Hut	\$1252	\$625	\$1,500
Gain on Sale (Sale of Ford Ute)	\$8,417	\$8,417	\$8,417
Game Farm & Promotional Income	\$4,740	\$3333	\$8,000
Take a Kid fishing Day	\$223	\$0	\$0
Sundry Income	\$302	\$0	\$0
Donations	\$0	\$0	\$0
Meeting Room Hire	\$304	\$833	\$2,000
Rental Income	\$10700	\$9750	\$23,400
Interest Income	\$8620	\$1485	\$35,630
Total	\$34558	\$24443	\$78,947

Expenditure

Total expenditure to 31st January 2025 was \$261427, being 62% of budgeted total expenditure for the 2024-25 financial year. Material variances include:

Species Management

Spend relates to rainbow trout purchased from Eastern F&G.

Habitat Protection/Management

There was no spending reported in October in the Habitat/ Protection Management budgets.

Participation

Newsletter expenditure for the period related to the mailchimp subscription fees and an Electronic Direct Mail (EDM) to lapsed participants.

Public Interface

Public Promotions spending relates to a sponsored fishing experience provided to the Property Brokers charity auction.

Within the Visitor Facility budgets spending related to weed spray purchased.

Compliance

There are no Compliances expenses reported YTD.

Licensing

The Commission budget includes agent commission, and the fees associated with the Public Online sales.

Council

Spend relates to courier charges for council packs, catering council meeting and governance advisor charge.

Planning

There were no expenses reported in the reporting/audit budget in October.

Administration

- *Salaries* - YTD \$150,504, Total Budget \$355,090.
- *Staff Expenses* - expenses are reported relating staff clothing, staff complimentary licences, and for wine purchased as thank you gifts for volunteers, the pheasant release donation, and banding. Spent YTD \$2,123, total budget \$9,500.
- *Staff House* – spending relates to gutter whiskers. Spent YTD \$3238, total budget \$7,700
- *Office Premises* - expenses are reported relating to electricity and rates. Spent YTD \$4708, total budget \$6,800.
- *Office Equipment* - spending relates to the photocopier lease. Spent YTD \$1021, total budget \$2,700.
- *Communications/Consumables* - spending includes photocopying, stationery, phones/internet services and courier fees. Spent YTD \$4030, total budget \$9,700.
- *General* - expenses include bank fees, a Zoom subscription, and Facebook advertising. Spent YTD \$6092, total budget \$8,000.
- *General equipment* - expenses relate to the purchase of trekking poles, and replacement of a damaged trailer wheel. Spent YTD \$2296, total budget \$7,100.
- *Vehicle spending* - relates to fuel, and RUC's, insurance, and registration. Total spending YTD \$10,373 – total budget for year \$14,100. A refund of insurance premiums on the sold vehicle is yet to be received.

3. Balance Sheet

The Balance Sheet as at 31st January 2025 is shown in Table 5 and compares the YTD position with the previous 3 months.

Table 2: Cash Position as at 31st January 2025

Category	Balance	Notes
Petty Cash	\$403	
Transactional Account	\$109,509	
Online Call Account	\$142,494	
Term Deposits	\$444,060	
Donation Accounts	\$73,402	Includes \$1,701 on-call and a \$71,697 term deposit
Total	\$758,621	

Debtors: Outstanding Debtors \$15423 as at 3rd January 202 (refer Table 4)

Table 4 : Aged Receivables Summary

Hawke's Bay Fish and Game Council

As at 28 February 2025

Contact	Current	< 1 Month	1 Month	2 Months	Older	Total
Angeline Fergus	0.00	89.00	0.00	0.00	0.00	89.00
Dominic Smith	0.00	89.00	0.00	0.00	0.00	89.00
EYEDE SOLUTIONS - DD	14,998.60	0.00	0.00	0.00	0.00	14,998.60

Frank Kent	0.00	59.00	0.00	0.00	0.00	59.00
Manaia Hemopo	0.00	59.00	0.00	0.00	0.00	59.00
Sport Fly Fishing NZ	40.00	0.00	0.00	0.00	0.00	40.00
Tainui Greeks	0.00	89.00	0.00	0.00	0.00	89.00
Total	15,038.60	385.00	0.00	0.00	0.00	15,423.60

4. Variance Report

Variance reports to be reported quarterly.

Profit and Loss

Hawke's Bay Fish and Game Council For the 5 months ended 31 January 2025

	JAN 2025	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
Income					
Licence Income					
Fish Licence Income					
Fish Licence Agent Sales	13,216.03	119,363.50	118,861.00	502.50	0.42
Fish Licence Counter Sales	-	(806.09)	-	(806.09)	-
Fish Licence Internet Sales	30,839.13	196,907.82	185,000.00	11,907.82	6.44
Total Fish Licence Income	44,055.16	315,465.23	303,861.00	11,604.23	3.82
Game Licence Income					
Game Licence Agent Sales	-	-	125,500.00	(125,500.00)	(100.00)
Game Licence Internet Sales	-	-	35,402.00	(35,402.00)	(100.00)
Total Game Licence Income	-	-	160,902.00	(160,902.00)	(100.00)
Total Licence Income	44,055.16	315,465.23	464,763.00	(149,297.77)	(32.12)
Other Income					
1300 Participation					
Take a kid fishing	-	222.74	-	222.74	-
Glenfalls hut income	173.92	1,252.20	1,500.00	(247.80)	(16.52)
Total 1300 Participation	173.92	1,474.94	1,500.00	(25.06)	(1.67)
1400 Public Interface					
Game Farm & Promotional Income	85.22	4,740.89	8,000.00	(3,259.11)	(40.74)
Total 1400 Public Interface	85.22	4,740.89	8,000.00	(3,259.11)	(40.74)
1900 Administration					
Sundry Income	34.78	302.19	-	302.19	-
Meeting Room Hire	-	304.35	2,000.00	(1,695.65)	(84.78)
Rent - Staff Houses	3,300.00	10,700.00	23,400.00	(12,700.00)	(54.27)
Interest Income	2,877.25	8,620.70	35,630.00	(27,009.30)	(75.80)
Gain On Sale	-	8,416.95	8,417.00	(0.05)	0.00
Total 1900 Administration	6,212.03	28,344.19	69,447.00	(41,102.81)	(59.19)
Total Other Income	6,471.17	34,560.02	78,947.00	(44,386.98)	(56.22)
Total Income	50,526.33	350,025.25	543,710.00	(193,684.75)	(35.62)
Operating Expenses					
Depreciation	2,242.69	10,993.67	26,666.00	(15,672.33)	(58.77)
1100 SPECIES MANAGEMENT					
1110 Population Monitoring					
River Fisheries Investigations	-	-	12,000.00	(12,000.00)	(100.00)
Lake Tutira Creel Survey	-	-	4,000.00	(4,000.00)	(100.00)
Game Bird Trend Counts	-	-	7,000.00	(7,000.00)	(100.00)
Research	-	-	1,000.00	(1,000.00)	(100.00)
Waterfowl Monitoring Progrmme	-	-	2,000.00	(2,000.00)	(100.00)

	JAN 2025	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
Predator Control	-	-	2,000.00	(2,000.00)	(100.00)
Total 1110 Population Monitoring	-	-	28,000.00	(28,000.00)	(100.00)
1120 Harvest Assessment					
Game Bird Hunter Survey	-	-	2,000.00	(2,000.00)	(100.00)
Total 1120 Harvest Assessment	-	-	2,000.00	(2,000.00)	(100.00)
1160 Releases					
Fish Liberations & Purchases	1,152.00	2,959.02	1,500.00	1,459.02	97.27
Total 1160 Releases	1,152.00	2,959.02	1,500.00	1,459.02	97.27
Total 1100 SPECIES MANAGEMENT	1,152.00	2,959.02	31,500.00	(28,540.98)	(90.61)
1200 HABITAT PROTECTION MANAGEMENT					
1210 Resource Management Act					
RMA Planning	-	28,630.95	42,000.00	(13,369.05)	(31.83)
Total 1210 Resource Management Act	-	28,630.95	42,000.00	(13,369.05)	(31.83)
1220 Works & Management					
Lake Purimu	-	-	1,000.00	(1,000.00)	(100.00)
Railroad Wetland	-	-	500.00	(500.00)	(100.00)
HBRC Reserves	-	80.00	300.00	(220.00)	(73.33)
Lake Runanga	-	-	500.00	(500.00)	(100.00)
Total 1220 Works & Management	-	80.00	2,300.00	(2,220.00)	(96.52)
1230 Assisted Habitat					
Assist Landowners	-	-	2,000.00	(2,000.00)	(100.00)
Shade House	-	114.78	4,000.00	(3,885.22)	(97.13)
Total 1230 Assisted Habitat	-	114.78	6,000.00	(5,885.22)	(98.09)
Total 1200 HABITAT PROTECTION MANAGEMENT	-	28,825.73	50,300.00	(21,474.27)	(42.69)
1300 PARTICIPATION					
1310 Access					
Maintain & enhance access	-	32.61	2,000.00	(1,967.39)	(98.37)
Signage	-	-	3,000.00	(3,000.00)	(100.00)
Total 1310 Access	-	32.61	5,000.00	(4,967.39)	(99.35)
1330 Newsletters					
Newsletters electronic	85.02	560.09	1,500.00	(939.91)	(62.66)
Website Mngt /Facebook	-	72.00	2,000.00	(1,928.00)	(96.40)
Total 1330 Newsletters	85.02	632.09	3,500.00	(2,867.91)	(81.94)
1340 Informational Publications					
Information Pamphlets	-	-	2,000.00	(2,000.00)	(100.00)
Total 1340 Informational Publications	-	-	2,000.00	(2,000.00)	(100.00)
1350 Angler & Hunter Training					
Take me Fishing programme	-	108.09	500.00	(391.91)	(78.38)
Angler/Hunter Training	-	309.52	4,000.00	(3,690.48)	(92.26)
Total 1350 Angler & Hunter Training	-	417.61	4,500.00	(4,082.39)	(90.72)

	JAN 2025	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
1360 Club Relations					
Club Meetings & Communication	-	-	200.00	(200.00)	(100.00)
Total 1360 Club Relations	-	-	200.00	(200.00)	(100.00)
1370 Fish & Game Huts					
Glenfalls Hutt	-	193.84	500.00	(306.16)	(61.23)
Total 1370 Fish & Game Huts	-	193.84	500.00	(306.16)	(61.23)
Total 1300 PARTICIPATION	85.02	1,276.15	15,700.00	(14,423.85)	(91.87)
1400 PUBLIC INTERFACE					
1440 Public Promotions					
Shows/Promotions	100.12	1,158.89	4,000.00	(2,841.11)	(71.03)
Education	-	694.54	18,000.00	(17,305.46)	(96.14)
Game Farm Operations	-	1,243.00	6,000.00	(4,757.00)	(79.28)
Maintain Game Farm	186.18	1,704.35	-	1,704.35	-
Game Farm Development	-	993.25	40,000.00	(39,006.75)	(97.52)
Total 1440 Public Promotions	286.30	5,794.03	68,000.00	(62,205.97)	(91.48)
Total 1400 PUBLIC INTERFACE	286.30	5,794.03	68,000.00	(62,205.97)	(91.48)
1500 COMPLIANCE					
1510 Ranging					
Ranging	-	31.30	1,500.00	(1,468.70)	(97.91)
Total 1510 Ranging	-	31.30	1,500.00	(1,468.70)	(97.91)
1520 Ranger Training					
Ranger Training	-	-	1,000.00	(1,000.00)	(100.00)
Total 1520 Ranger Training	-	-	1,000.00	(1,000.00)	(100.00)
1530 Compliance/Prosecutions					
Court Prosecutions	-	-	1,000.00	(1,000.00)	(100.00)
Total 1530 Compliance/Prosecutions	-	-	1,000.00	(1,000.00)	(100.00)
Total 1500 COMPLIANCE	-	31.30	3,500.00	(3,468.70)	(99.11)
1600 LICENSING					
1620 Agent Servicing					
Agent Servicing & Meetings	-	-	100.00	(100.00)	(100.00)
Total 1620 Agent Servicing	-	-	100.00	(100.00)	(100.00)
1630 Commission					
Public Online Sales Fees Excl GST	620.17	3,941.94	-	3,941.94	-
Public Online Sales Fees Incl GST	63.77	384.10	-	384.10	-
Commission on Sales	680.35	5,901.57	18,591.00	(12,689.43)	(68.26)
Total 1630 Commission	1,364.29	10,227.61	18,591.00	(8,363.39)	(44.99)
Total 1600 LICENSING	1,364.29	10,227.61	18,691.00	(8,463.39)	(45.28)
1700 COUNCILS					
1710 Council Elections					

	JAN 2025	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
Elections	-	-	1,000.00	(1,000.00)	(100.00)
Total 1710 Council Elections	-	-	1,000.00	(1,000.00)	(100.00)
1720 Council Meetings					
Council Meeting Expenses	224.71	1,318.74	1,500.00	(181.26)	(12.08)
Other Council Expenses	300.00	1,433.12	-	1,433.12	-
Total 1720 Council Meetings	524.71	2,751.86	1,500.00	1,251.86	83.46
Total 1700 COUNCILS	524.71	2,751.86	2,500.00	251.86	10.07
1800 PLANNING/REPORTING					
1830 Reporting/Audit					
Audit	-	(0.80)	7,700.00	(7,700.80)	(100.01)
Annual Meeting	-	-	300.00	(300.00)	(100.00)
Total 1830 Reporting/Audit	-	(0.80)	8,000.00	(8,000.80)	(100.01)
1840 National Liaison					
National Liaison/travel	-	-	100.00	(100.00)	(100.00)
NZ F&G Levy	-	13,252.36	53,009.00	(39,756.64)	(75.00)
Total 1840 National Liaison	-	13,252.36	53,109.00	(39,856.64)	(75.05)
Total 1800 PLANNING/REPORTING	-	13,251.56	61,109.00	(47,857.44)	(78.31)
1900 ADMINISTRATION					
1910 Salaries					
Salaries - Field	23,723.75	119,307.02	330,000.00	(210,692.98)	(63.85)
Salaries - Contracting	6,596.25	27,571.25	17,000.00	10,571.25	62.18
KiwiSaver Employer Contribution	778.72	3,626.23	8,090.00	(4,463.77)	(55.18)
Total 1910 Salaries	31,098.72	150,504.50	355,090.00	(204,585.50)	(57.62)
1920 Staff Expenses					
ACC Levy	-	-	685.00	(685.00)	(100.00)
Fringe Benefit Tax	-	-	1,500.00	(1,500.00)	(100.00)
Staff Training	-	729.17	1,315.00	(585.83)	(44.55)
Staff Expenses	20.00	2,123.28	4,000.00	(1,876.72)	(46.92)
Employment Expenses	-	-	1,000.00	(1,000.00)	(100.00)
Health & Safety (OSH)	-	17.38	1,000.00	(982.62)	(98.26)
Total 1920 Staff Expenses	20.00	2,869.83	9,500.00	(6,630.17)	(69.79)
1930 Staff Houses					
Rates - Staff Houses	279.79	279.79	700.00	(420.21)	(60.03)
Maintenance - Staff Houses	395.21	934.76	5,000.00	(4,065.24)	(81.30)
House Insurance	297.60	2,023.67	2,000.00	23.67	1.18
Total 1930 Staff Houses	972.60	3,238.22	7,700.00	(4,461.78)	(57.95)
1940 Office Premises					
Office Premises Maintenance	-	603.55	1,300.00	(696.45)	(53.57)
Power	428.37	1,880.77	3,000.00	(1,119.23)	(37.31)
Cleaning	-	34.68	-	34.68	-

	JAN 2025	YTD ACTUAL	TOTAL BUDGET	REMAINING	% REMAINING
Office Premises Rates (inc Water)	973.18	2,189.66	2,500.00	(310.34)	(12.41)
Total 1940 Office Premises	1,401.55	4,708.66	6,800.00	(2,091.34)	(30.76)
1950 Office Equipment					
Office Equipment Purchases (Under 2,000)	-	378.81	1,000.00	(621.19)	(62.12)
Office Equipment Maintenance	-	112.17	200.00	(87.83)	(43.92)
Office Equipment Leasing	106.15	530.75	1,500.00	(969.25)	(64.62)
Total 1950 Office Equipment	106.15	1,021.73	2,700.00	(1,678.27)	(62.16)
1960 Communications/Consumables					
Telephone/fax/internet	322.25	1,868.59	4,000.00	(2,131.41)	(53.29)
Postage	-	-	500.00	(500.00)	(100.00)
Courier/Freight	30.85	427.54	500.00	(72.46)	(14.49)
Stationery	21.87	647.04	1,000.00	(352.96)	(35.30)
Computer Expenses	74.25	358.37	2,500.00	(2,141.63)	(85.67)
Photocopier	103.94	728.92	1,200.00	(471.08)	(39.26)
Total 1960 Communications/Consumables	553.16	4,030.46	9,700.00	(5,669.54)	(58.45)
1970 General					
Advertising	-	198.21	2,000.00	(1,801.79)	(90.09)
Subscriptions	-	676.88	500.00	176.88	35.38
Office General	38.24	144.30	300.00	(155.70)	(51.90)
General Insurance	2,476.87	4,792.63	4,800.00	(7.37)	(0.15)
Bank Charges	46.74	280.42	400.00	(119.58)	(29.90)
Total 1970 General	2,561.85	6,092.44	8,000.00	(1,907.56)	(23.84)
1980 General Equipment					
Field Equip Purchases (Under 2000)	-	271.14	5,500.00	(5,228.86)	(95.07)
Field Equipment Maintenance	76.34	2,025.62	1,600.00	425.62	26.60
Total 1980 General Equipment	76.34	2,296.76	7,100.00	(4,803.24)	(67.65)
1990 Vehicles					
Vehicle Maintenance	-	2,238.47	2,600.00	(361.53)	(13.91)
Vehicle Insurance	336.35	783.46	2,500.00	(1,716.54)	(68.66)
Vehicle Registration	299.67	991.67	2,000.00	(1,008.33)	(50.42)
Vehicle Fuel & RUC	421.36	5,237.44	7,000.00	(1,762.56)	(25.18)
Meeting Travel	-	1,122.90	-	1,122.90	-
Total 1990 Vehicles	1,057.38	10,373.94	14,100.00	(3,726.06)	(26.43)
Total 1900 ADMINISTRATION	37,847.75	185,136.54	420,690.00	(235,553.46)	(55.99)
Total Operating Expenses	43,502.76	261,247.47	698,656.00	(437,408.53)	(62.61)
Net Profit	7,023.57	88,777.78	(154,946.00)	243,723.78	(157.30)

Balance Sheet

Hawke's Bay Fish and Game Council As at 31 January 2025

31 JAN 2025

Assets

Bank

5001 - Westpac Current Account	109,508.87
5002 - Westpac Online Saver Account 01	142,494.35
5019 - Westpac Online Saver Account 02 Donations	1,705.02
5050 - Petty Cash	403.30
Total Bank	254,111.54

Current Assets

5010 - Westpac Term Deposit - 022a/c 7 Oct 2025 CLOSING	60,369.61
5011 - Westpac Term Deposit -019ac PAID OUT 16-2-25	125,645.33
5012 - Westpac Term Deposit 0025 8 Mar 25 CLOSING	114,315.03
5013 - Westpac Term Deposit - 0018 1 Mar 25 CLOSING	68,395.36
5014 - Westpac Term Deposit 0023 13 May 25 9mth	47,511.00
5016 - Westpac Term Deposit 0017 1 Mar 25 CLOSING	27,823.98
5018 - Westpac Term Deposit - 0020 River Quality Donation PAID OUT 11 FEB 2025	71,697.15
5100 - Accounts Receivable	70,370.20
5101 - Accounts Receivable - External/Staff	(16.96)
5102 - Interest Accrued & Prepayments	40,290.45
5201 - Farmlands Shares	1,835.00
Total Current Assets	628,236.15

Fixed Assets

6001 - Land & Buildings	506,169.19
6002 - Accum Dep Land & Buildings	(193,646.50)
6003 - Plant & Equipment	63,985.93
6004 - Accum Dep Plant & Equipment	(33,710.41)
6007 - Office Equipment	25,990.12
6008 - Accum Dep Office Equipment	(17,176.40)
6009 - Motor Vehicles	96,241.36
6010 - Accum Dep Motor Vehicles	(26,984.75)
Total Fixed Assets	420,868.54

Total Assets

1,303,216.23

Liabilities

Current Liabilities

5009 - Westpac Mastercard K Meehan	804.76
7001 - Accounts Payable	5,344.26
7002 - Income in Advance	23,941.00
7003 - Accrued Expenses	98,593.64
7004 - GST	7,149.90
7006 - Employee Entitlements	22,371.06
7009 - Salmon Card	24.94

Balance Sheet

31 JAN 2025

7010 - PAYE Clearing	8,127.18
7012 - Designated Waters Clearing	1,490.69
8600 - Rounding	0.10
Total Current Liabilities	167,847.53
Total Liabilities	167,847.53
Net Assets	1,135,368.70
Equity	
8000 - Accumulated Funds	858,476.71
8001 - Retained Earnings	7,484.28
8002 - Asset Replacement Reserve	52,770.00
8004 - River/Water Quality Donations	39,720.82
8005 - Hawke's Bay Pheasants Unlimited	1,647.17
8006 - Back Country Fisheries Reserve	86,491.94
Current Year Earnings	88,777.78
Total Equity	1,135,368.70

5. Bank Account Payments

Bank and credit card transactions for the period 1st December 2024 to 31st January 2025 are shown on Tables 6 and 7.

Table 6: Westpac Current Account Transactions

Hawke's Bay Fish and Game Council

For the period 1 December 2024 to 31 January 2025

02 Dec 2024	Generated by Xero Payroll	7,205.81
09 Dec 2024	Payment: Cardlink Systems DD	655.94
12 Dec 2024	Payment: One New Zealand Group DD	371.55
15 Dec 2024	Westpac	43.13
16 Dec 2024	Generated by Xero Payroll	7,277.41
20 Dec 2024	Payment: Johnston Locksmiths	77.50
20 Dec 2024	Payment: Smartrak Limited	110.33
20 Dec 2024	Payment: S A Robinson	300.00
20 Dec 2024	Payment: Sally Gepp Barrister	14,297.96
20 Dec 2024	Payment: Mitre 10 Mega Napier	87.71
20 Dec 2024	Payment: Mitre 10 Mega Napier	77.89
20 Dec 2024	Payment: Mitre 10 Mega Napier	1,080.90
20 Dec 2024	Payment: Stihl Shop Greenmeadows	615.50
20 Dec 2024	Payment: Redstripe	71.88
20 Dec 2024	Payment: Smartrak Limited	110.33
20 Dec 2024	Payment: Frank Energy DD	366.75
20 Dec 2024	Payment: FujiFilm DD	410.03
20 Dec 2024	Inland Revenue Department	6,824.96
20 Dec 2024	Payment: New Zealand Fish and Game Council	6,516.67
20 Dec 2024	Payment: New Zealand Fish and Game Council	447.93
20 Dec 2024	Payment: OfficeMax	82.57
20 Dec 2024	Payment: Lincoln Agritech	3,704.33
20 Dec 2024	Payment: Mitre 10 Mega Napier	132.05
20 Dec 2024	Payment: NZME Publishing Limited	388.70
20 Dec 2024	Payment: Smartrak Limited	55.17
20 Dec 2024	Payment: Mitre 10 Mega Napier	127.68
20 Dec 2024	Payment: Mitre 10 Mega Napier	3.01
20 Dec 2024	Payment: Johnston Locksmiths	54.30
20 Dec 2024	Payment: Sign It Up	1,821.44
20 Dec 2024	Payment: John Lumsden	165.00
20 Dec 2024	Payment: Lincoln Agritech	7,488.50
27 Dec 2024	Payment: EYEDE SOLUTIONS - DD	656.00
30 Dec 2024	Generated by Xero Payroll	7,080.65
31 Dec 2024	BOL Monthly Charges	4.18
08 Jan 2025	Payment: Cardlink Systems DD	940.40
11 Jan 2025	Payment: One New Zealand Group DD	373.00
13 Jan 2025	Generated by Xero Payroll	8,325.41
15 Jan 2025	Westpac	43.13
20 Jan 2025	Payment: Mitre 10 Mega Napier	120.73
20 Jan 2025	Payment: Eastern Fish and Game Council	7,354.25
20 Jan 2025	Payment: Owen McLeod & Co Ltd	8,826.48
20 Jan 2025	Payment: BOC Limited	29.26
20 Jan 2025	Payment: BOC Limited	7.68
20 Jan 2025	Payment: OfficeMax	313.40
20 Jan 2025	Payment: Redstripe	71.88
20 Jan 2025	Payment: OfficeMax	54.79
20 Jan 2025	Payment: OfficeMax	507.41
20 Jan 2025	Payment: Davy Jones	31.08
20 Jan 2025	Payment: NIWA Taihoro Nukurangi	776.25
20 Jan 2025	Payment: Farmlands	55.98
20 Jan 2025	Payment: Stihl Shop Greenmeadows	46.00
20 Jan 2025	Payment: Eastern Fish and Game Council	85.39
20 Jan 2025	Payment: Mitre 10 Mega Napier	350.90

20 Jan 2025	Payment: BOC Limited	105.23
20 Jan 2025	Payment: Hawkes Bay Regional Council DD	184.00
20 Jan 2025	Payment: OfficeMax	46.20
20 Jan 2025	Payment: Smartrak Limited	55.17
20 Jan 2025	Payment: Davy Jones	72.24
20 Jan 2025	Payment: FujiFilm DD	395.82
20 Jan 2025	Payment: Frank Energy DD	492.62
20 Jan 2025	Inland Revenue Department	10,065.69
20 Jan 2025	Payment: Irrigation Services Limited	95.45
27 Jan 2025	Inland Revenue Department	19,936.80
27 Jan 2025	Generated by Xero Payroll	7,096.50
28 Jan 2025	Payment: EYEDE SOLUTIONS - DD	952.00
30 Jan 2025	Payment: Gallagher (formerly Crombie Lockwood)	2,644.14
31 Jan 2025	BOL Monthly Charges	3.61
Total		139,172.65

Table 7: Westpac Mastercard K Meehan Transactions

Hawke's Bay Fish and Game Council

For the period 1 December 2024 to 31 January 2025

02 Dec 2024	Payment: NZ Post Limited	149.30
04 Dec 2024	Payment: Mailchimp	97.76
04 Dec 2024	Payment: Angkor Wat	49.47
05 Dec 2024	Payment: iStock by Getty Images	82.80
10 Dec 2024	Payment: New World Greenmeadows	39.06
11 Dec 2024	Payment: NZ Transport Agency	772.44
11 Dec 2024	Payment: Meta (Facebook)	6.27
11 Dec 2024	Payment: Meta (Facebook)	104.48
11 Dec 2024	Payment: Warehouse Stationery	21.00
11 Dec 2024	Payment: Pet Essentials	17.99
18 Dec 2024	Payment: New World Greenmeadows	261.66
19 Dec 2024	Payment: DocuSign	548.51
04 Jan 2025	Payment: Mailchimp	97.77
10 Jan 2025	Payment: Origin Cafe & Bakery	46.31
11 Jan 2025	Payment: Meta (Facebook)	68.83
13 Jan 2025	Payment: NZ Post Limited	154.50
15 Jan 2025	Payment: Warehouse Stationery	43.98
21 Jan 2025	Payment: Dominos	87.94
21 Jan 2025	Payment: New World Greenmeadows	11.99
21 Jan 2025	Payment: Four Square	3.98
27 Jan 2025	Payment: NZ Transport Agency	52.94
27 Jan 2025	Payment: NZ Transport Agency	236.52
Total		2,955.50

6.0 Recommendations

6.1 That the payments for 1st December 2024 to 31st January 2025 totalling \$216,816.02 be approved.

Current Account – January 2025	\$139,172.65
Credit Card (KM) – January 2025	\$2955.5
Total	<u>\$142,128.15</u>

LICENCE SALES REPORT

3rd March 2025

1. 2024-2025 Fish Licence Sales

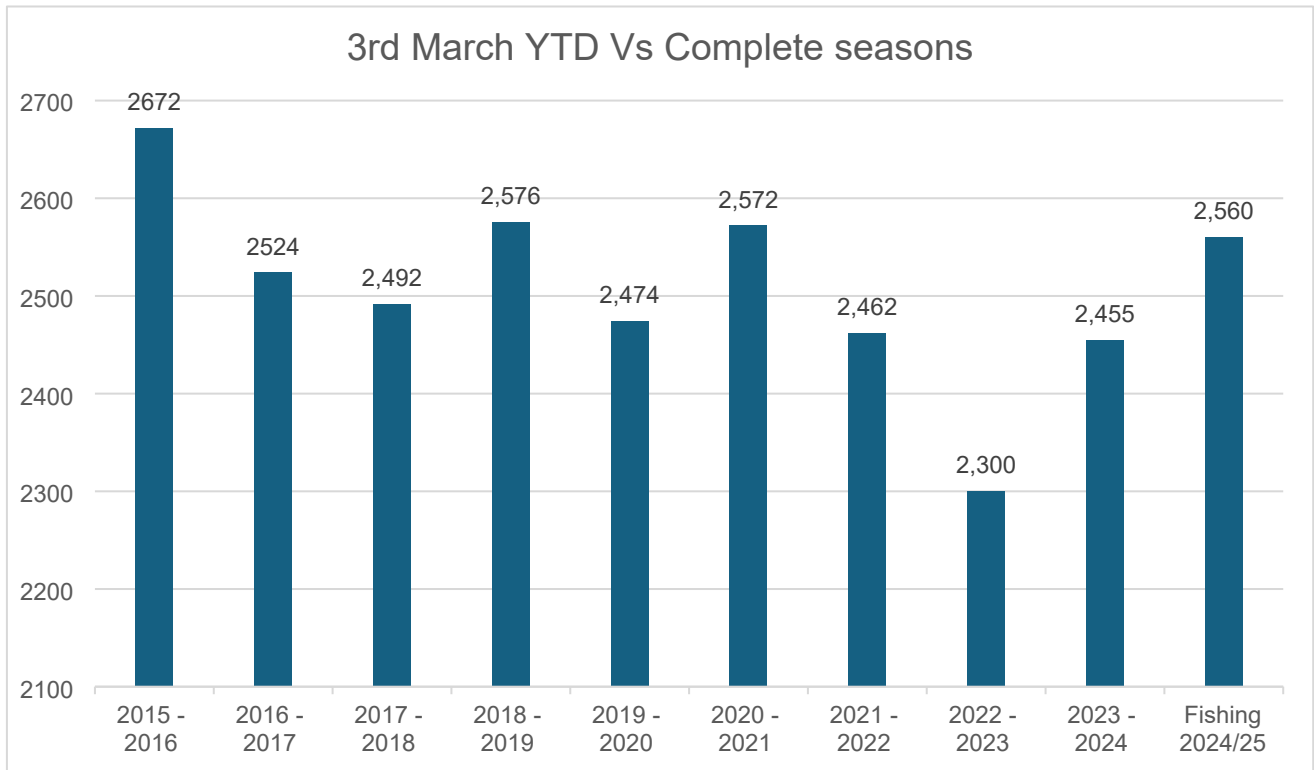
- 1.1 Fish licence sales for the 2024-25 season compared with the 2023-24 season to 3rd March 2025 are summarised in Table One.
- 1.2 Fish licence sales are reporting to be 14% (492 LEQ's) ahead of the 2023-24 season results for the same period.

Table One: Fish Licence Sales 2024-25 vs 2023-24 YTD results to 5 January 2025

Licence Category	Agency Online	Public Online & Call Centre	Total YTD 2023-24	Agency Online	Public Online & Call Centre	Total YTD 2024-25	Inc/Dec on prior Season
Fish Adult							
Family Season	100	192	292	112	216	328	36
Season Non-Resident	350	465	815	364	605	969	154
Loyal Senior	74	123	197	104	170	274	77
Local Area Adult	127	90	217	132	111	243	26
Winter Adult	59	68	127	77	104	181	54
Long Break Adult	0	0	0	0	0	0	0
Short Break Adult	1	6	7	5	13	18	11
Day	16	104	120	26	122	148	28
Day Non-Resident	60	293	353	99	337	436	83
Total Adult	968	1,582	2,550	1,170	1,937	3,107	557
Fish Junior							
Season	62	129	191	91	253	344	153
Season Non-Resident	1	3	4	1	7	8	4
Day	8	68	76	12	96	108	32
Day Non-Resident	5	2	7	1	5	6	-1
Total Junior	76	202	278	105	361	466	188
Fish Child							
Season Non-Resident	0	0	0	0	2	2	2
Day Non-Resident	0	1	1	0	6	6	5
Total Child	0	1	1	0	8	8	7
Total Fish	1,044	1,785	2,829	1,275	2,306	3,581	752
Whole Season Equivalent (LEQ)			2,068			2,560	492
Variance between Seasons							23.8%
\$ (excl GST)			\$275,074			\$347,217	\$72,143

Summary 2024-2025 Season YTD Actual vs Total Budget

2024-25 Annual Budgeted FISH LEQs	2,240	100.0%	\$303,861
2024-25 Actual	2,560	114.3%	\$347,217
Variance to budget	320	14.3%	\$43,356



Action List

Hawke's Bay Fish & Game Council

As of: 6 Mar 2025

2025 Gamebird Regulations

Done

Staff need to propose 2025 regulations at Dec meeting. Request licence holder feedback and discussions on time limits for hunting.

HBFGC propose 6.15am-6.30pm

Changes to swan, staff to do more population monitoring & liaise with other regions on population status. Report back to Council at next meeting.

Pukeko, staff provide report to council on population monitoring & recommendations on solutions to issues being raised.

Bowcock, is horseshoe lake being studied? Provide historical data before next meeting.

Due Date: 10 Dec 2024

Owner: John Lumsden

Meeting: 12 Nov 2024 HB Fish & Game Council Meeting, 3.2 Gamebird Regulations

Staff Follow Ups

In Progress

Bowcock - Staff to follow up with HBRC on predator control traps.

Report back to council on PD workers.

Access point issues, matariki forest, walker road, staff in discussions with HBRC. Tukituki access points Smalls and Rowe road.

Add an access report to operations report. Staff bring paper to next council meeting.

Due Date: 10 Dec 2024

Owner: Corina Jordan

Meeting: 12 Nov 2024 HB Fish & Game Council Meeting, 3.3 Operations Report

Huia loan

In Progress

Staff investigate options for loaning for a museum and bring a paper back to next council meeting.

Due Date: 10 Dec 2024

Owner: Kerry Meehan

Meeting: 12 Nov 2024 HB Fish & Game Council Meeting, 4.3 Huia Update

R3 Strategy

Done

Recirculate paper on R3

Due Date: 21 Jan 2025

Owner: Corina Jordan

Meeting: 10 Dec 2024 HBFGC Meeting December, 1.9 Hawkes Bay Risk Register

Update risk register

Done

Manager to review and update the risk register to be more regionally specific.

Due Date: 21 Jan 2025
Owner: Corina Jordan
Meeting: 10 Dec 2024 HBFGC Meeting December, 1.9 Hawkes Bay Risk Register

Councillors complete declaration **In Progress**

All Councillors to complete the Material Interests Declaration and submit to the Chairman.

Due Date: 21 Jan 2025
Owners: Bruce Bates, Corina Jordan
Meeting: 10 Dec 2024 HBFGC Meeting December, 2.1 Conflict of Interest Policy

Hawkes Bay Standing Orders **Done**

Review Standing Orders document is relevant to Hawkes Bay and recirculate to Council before next meeting.

Due Date: 21 Jan 2025
Owners: Corina Jordan, Kerry Meehan
Meeting: 10 Dec 2024 HBFGC Meeting December, 2.2 Letter of Expectations

.410 steel shot option **In Progress**

.410 steelshot - staff to consult on more affordable options for hunters.

Due Date: 21 Jan 2025
Owner: John Lumsden
Meeting: 10 Dec 2024 HBFGC Meeting December, 2.3 Proposed Gamebird Regulations 2025

Latest Update:

John to include update in March Operational report

Kerry Meehan | 4 Mar 2025

Valuation policy **In Progress**

Manager to talk to NZC interim chief financial officer on value assets and draft policy. And financial repercussions on maintaining low valuations or high.

Due Date: 21 Jan 2025
Owner: Corina Jordan
Meeting: 10 Dec 2024 HBFGC Meeting December, 3.2 Finance Reports

Electoral Roll **In Progress**

Manager to NZC re-investigate that all licence should be automatically enrolled on the electoral roll when purchasing a licence.

Due Date: 17 Feb 2025
Owner: Corina Jordan
Meeting: 12 Nov 2024 HB Fish & Game Council Meeting, 4.1 General business

Lake Tutira **In Progress**

Priority for the Council - HB staff to keep building relationships

Update Anglers on what F&G is doing verbally (ask Comms what approach to take)

Investigate getting access to Gutherie smith lake (Lake Orakai) and stocking as a put and take
Investigate other Lake options

Keep Lake Tutira update paper on the agenda - even if it is oral.

Due Date: 17 Mar 2025
Owner: Corina Jordan
Meeting: 21 Jan 2025 HBFC Council Meeting January, 2.10 Lake Tutira

HB Chair to NZ Chair **In Progress**

Bruce to discuss with New Zealand council chair the renewal of management contract.

Due Date: 18 Mar 2025
Owner: Bruce Bates
Meeting: 10 Dec 2024 HBFGC Public Excluded Session, 2.1 Management contract with NZC

Security measures **In Progress**

Staff will upgrade current building security system to be a monitored alarm and install more cameras.

Work with NZC Health & Safety policy updates to include lone office worker policy.

Report back to council any actions taken.

Due Date: 18 Mar 2025
Owners: Corina Jordan, Kerry Meehan
Meeting: 10 Dec 2024 HBFGC Public Excluded Session, 2.2 Game Farm Security

Fishing Competition Policy **Done**

Update fishing competition policy to strengthen biosecurity considerations and actions

Due Date: 18 Mar 2025
Owner: John Lumsden
Meeting: 21 Jan 2025 HBFC Council Meeting January, 3.2 Twin Lakes Fishing Competition

Eyede payment **In Progress**

Why is there a delay in payments from Eyede Solutions for licence monies.

Due Date: 18 Mar 2025
Owner: Corina Jordan
Meeting: 21 Jan 2025 HBFC Council Meeting January, 4.3 Finance Reports

Fish release into Mangaone **In Progress**

Manager to send written response to Paddy Clark.

Manager to look at national policy, Crawthron institute report and possible river investigation with Dr Death.

Due Date: 18 Mar 2025
Owner: Corina Jordan
Meeting: 21 Jan 2025 HBFC Council Meeting January, 5.1 General business