

# NORTH CANTERBURY FISH AND GAME COUNCIL

## Minutes of the Council Meeting Held on Wednesday 14 November 2018 At 595 Johns Road, Harewood Commencing at 6.30 pm

### 1. Present:

**Councillors:** Dave Coll, Rex Gibson, Stu Henderson, Trevor Isitt, Roy Knight, Ken Lee, Phillip Musson, Richard O’Keefe, David O’Neill, Alan Strong

**Staff:** Rod Cullinane, Debbie Ambler, Tony Hawker, Scott Pearson, Steve Terry, Dirk Barr, Ryton Barr

**In Attendance:** Paul Watts, Bruce Kelly, Larry Burke, Mike Agar, Mike Bates, Greg Tarras

### 2. Apologies:

**Councillors:** Bill Southward, Daniel Maxwell

**Staff:** Emily Arthur-Moore (lateness), Richard Cosgrove (lateness)

**“That the apologies be accepted.”**

**Moved: Cr Musson**

**Seconded: Cr Isitt**

**CARRIED**

R Cullinane welcomed all councillors (old and new) and visitors to the first meeting of the new North Canterbury Fish and Game Council.

### 3. Conflict of Interest:

R Cullinane explained about Conflict of Interest in respect of matters to be considered at each meeting and how it was required to be declared at the beginning of each meeting. A wider Declaration of Interests was to be completed by each Council member that would be held and updated annually.

There were no conflicts of interest reported for this meeting.

### 4a. Election of Chair

Initial discussion centred on the voting system to determine a new chair -

- System A – a candidate receives the majority of votes over a number of rounds of voting as set out in Standing Order 1.3.10 or;
- System B –only one round of voting. In the case of a tie, the decision would be resolved by lot as set out in Standing Order 1.3.11;

and whether this would be a permanent or an interim election taking into consideration the Annual General meeting in December and a Chairman’s meeting to be held in Wellington in February 2019.

**“That System A be used to elect a Chair for the North Canterbury Fish and Game Council.”**

**Moved: Cr Coll**

**Seconded: Cr Strong**

**CARRIED**

A show of hands resulted in 10 For and 1 Against

To enable the decision-making process to elect a Chair, Councillors introduced themselves and gave a brief on their background.

Staff were also included in the introductions.

General discussion followed with R Knight suggesting the election of Chair be for a trial period and reviewed after six months.

R Cullinane advised that a statutory audit was currently being undertaken and that a Draft Report had been received from the Auditor that outlined options to consider when electing a Chair. One was to consider an independent Chair for a period of time.

Points raised in general discussion were;

- that ‘appointment’ of an independent Chair should be in a mentoring and not in an imposed role;
  - that it would be seen as an insult to be “mothered” through the process of governance;
  - that there was enough experience within this new Council to govern without an independent chair but if help was needed then an election be undertaken;
  - elect own Chair but not to dismiss the opportunity an independent could bring;
- D Ambler to send Draft Audit Report to Councillors
- carry on until the final Audit Report is released with recommendations from the Report being discussed by this Council. At that time if the recommendation to elect an independent Chair is made then N/C Council do so.

Cr Strong suggested that an extraordinary meeting be held to discuss the final Audit Report and the election of the interim Chair be reviewed at the February 2019 Council meeting. R Cullinane suggested the February meeting discuss the Audit Report with the formalisation of a Chair being undertaken at the March 2019 meeting when the Operation Work Plan and Budget would be formalised.

**“That the Chair be elected at this meeting and be reviewed after a six-month period or sooner if required.”**

**Moved: Cr Lee**

**Seconded: Cr O’Keefe**

**CARRIED**

Nominations were called for Chairman of the North Canterbury Fish and Game Council

**“That Cr Strong be nominated as NC F&G Council Chair.”**

**Moved: Cr Musson**

**Seconded: Cr Lee**

**Cr Strong accepted the nomination**

**“That Cr Gibson be nominated as NC F&G Council Chair.”**

**Moved: Cr Henderson**

**Seconded: Cr Isitt**

**Cr Gibson accepted the nomination**

Both nominees then gave detailed accounts of what they would bring to the role.

Cr O'Neill asked if a deputy should be elected. R Cullinane explained that if at any meeting the elected Chairman could not be present, then there was provision to elect a Chairman for that meeting from other Councillors present.

It was agreed that voting would take place by way of secret ballot and that this process be supervised by R Cullinane and D Ambler with C Brankin acting as verifier of results.

**“That a secret ballot be used for the election of Chairman of the North Canterbury Fish and Game Council.”**

**Moved: Cr Isitt**

**Seconded: Cr O'Neill**

**CARRIED**

Voting then took place with Cr Strong being elected. At this point of the meeting Cr Strong assumed chairmanship of the meeting.

#### **4b. Election of NZC Representative**

Cr Coll stated that the NZC Representative title be reworded to read NZC Appointee. Cr Hodgson and Cr Coll gave a brief summary on what this position as they both had previously held it.

**“That Cr Knight be appointed as the NC appointee to the NZC.”**

**Moved: Cr Musson**

**Seconded: Cr O'Keefe**

**CARRIED**

Cr Knight accepted the position

**“That the alternate NC appointee to the NZC be Cr Hodgson.”**

**Moved: Cr Coll**

**Seconded: Cr Gibson**

**CARRIED**

Cr Hodgson accepted the position

#### **4c. Election of the NC Representative to the National Sea Run Salmon Committee**

Cr Hodgson outlined the position and stated that knowledge of the salmon fishery was key to this position and that continuity was required to enable the Committee to move forward.

**“That the current incumbent Cr Musson be re-elected as the NC Representative on the National Sea Run Salmon Committee.”**

**Moved: Cr Lee**

**Seconded: Cr Gibson**

**CARRIED**

Cr Musson accepted the position

#### **4d. Relevant Legislation Affecting Council**

R Cullinane stated he would be happy to explain the legislation that were not listed in the Councillor's manual but were required to be explained, namely: The Secret Commissions Act 1910 and Part 6 of the Crimes Act 1961. R Cullinane then explained the relevance of these. He advised Councillors to note the other relevant legislation in the manual.

#### **4e. Allocation of Portfolios for Advisory Committees**

##### **4e i Salmon and Trout**

**“That Cr Gibson be elected to Convenor of the Salmon and Trout Advisory Committee.”**

**Moved: Cr Isitt**

**Seconded: Cr Hodgson**

**CARRIED**

Cr Gibson accepted the position

##### **4e ii Gamebird**

C Brankin as current Convenor stated this portfolio needed a higher profile within Fish and Game and that meetings of this Committee had to be timed around the NC Council meetings.

**“That C Brankin be nominated as Convenor of the Gamebird Advisory Committee.”**

**Moved: Cr Isitt**

**Seconded: Cr O’Keefe**

**“That Cr Henderson be nominated as Convenor of the Gamebird Advisory Committee.”**

**Moved: Cr O’Neill**

**Seconded: Cr Musson**

**“That C Brankin and Cr Henderson be co-convenors of the Gamebird Advisory Committee.”**

**Moved: Cr Lee**

**Seconded: Cr Hodgson**

**CARRIED**

##### **4e iii Compliance**

Cr Isitt and Cr Lee explained the role required the Convenor to work closely with the Compliance Manager/ Compliance team and responsible for what action was required when an offence was committed and how it was handled.

**“That Cr Isitt be nominated as Convenor of the Compliance Advisory Committee.”**

**Moved: Cr Coll**

**Seconded: Cr Gibson**

**“That Cr Lee be nominated as Convenor of the Compliance Advisory Committee.”**

**Moved: Cr Musson**

**Seconded: Cr Knight**

A show of hands was undertaken and it was declared that Cr Lee become Convenor of the Compliance Advisory Committee.

S Pearson raised the need for an Environmental Advisory Committee that encompassed habitat and asked Council to consider this. E Arthur-Moore stated that if agreed, the Committee be required to use sections of the Operation Work Plan as terms of reference for guidance.

S Pearson stated the need to engage with stakeholders on important issues and that the Committee could meet three times a year.

Cr Hodgson suggested S Pearson bring back recommendations of forming an Environmental Advisory Committee to the next Council meeting.

Forming an Executive Advisory Committee that focused on internal communications, including budgets and performance was discussed.

**“That an Executive Advisory Committee be set up.”**

**Moved: Cr Musson**

**Seconded: Cr O’Keefe**

**“That Cr O’Keefe be nominated for the Executive Advisory Committee.”**

**Moved: Cr Musson**

**Seconded: Cr Isitt**

**“That Cr Gibson be nominated for the Executive Advisory Committee.”**

**Moved: Cr Musson**

**Seconded: Cr Lee**

**“That Cr Knight be nominated for the Executive Advisory Committee.”**

**Moved: Cr Lee**

**Seconded: Cr Isitt**

**“That Cr O’Neill be nominated for the Executive Advisory Committee.”**

**Moved: Cr Knight**

**Seconded: Cr Gibson**

**“That Cr’s O’Keefe, Gibson, Knight and O’Neill be elected on the Executive Advisory Committee.”**

**Moved: Cr Musson**

**Seconded: Cr Lee**

**CARRIED**

Cr Strong suggested terms of reference for budgeting and performance for this Committee be brought back to the next Council meeting. Cr Gibson suggested strategic planning dominate the discussion.

#### **4f. Approval to have Councillors Phone Numbers Made Available to the Public and Published on the NCF&G Web Site.**

Discussion to have private cell phone and email addresses published publicly was discussed.

**“That Councillors advise what cell phone numbers they want to be published on the NCF&G web site and F&G email addresses be investigated.”**

**Moved: Cr Hodgson**

**Seconded: Cr Knight**

**CARRIED**

#### **North Canterbury F&G Council Bank Signatories**

R Cullinane explained the process for approving movement in and out of NCF&G bank accounts. This was explained as being a minimum of two signatories for any bank account movement or payments. Two former Councillors were required to be removed as signatories as they were no longer Councillors. Four signatories in total were required to be appointed.

**“That former Cr’s D Kelliher and P Robinson be removed as Kiwibank signatories.”**

**Moved: Cr O’Neill**

**Seconded: Cr Musson**

**CARRIED**

**“That R Cullinane (General Manager) and Cr Strong (Chairman) be appointed Kiwibank signatories, with the other two being appointed by recommendation from the Executive Committee.”**

**Moved: Cr Musson**

**Seconded: Cr Isitt**

**CARRIED**

## **5 Proposed Council Meeting Dates for 2018/2019**

Points raised in discussion were to structure the year to meet targets and that advisory committees slot in as necessary. R Cullinane advised the meeting dovetailed to NZC dates and that other meeting dates be slotted in as required.

**“That the meeting dates;**

**12 December 2018,**

**20 February 2019,**

**20 March 2019,**

**17 April 2019,**

**19 June 2019,**

**21 August 2019,**

**16 October 2019,**

**11 December 2019**

**be accepted with extra meeting dates inserted as required”.**

**Moved: Cr Hodgson**

**Seconded: Cr O’Neill**

**CARRIED**

## **6 Staff Presentations**

### **T Hawker – Trout**

Spoke on work carried out for anglers and spawning surveys, drift dives, habitat, fish screens and regulations. He advised the Council meeting in April 2019 would be to discuss regulation changes.

### **D Barr – Hatchery, Compliance and Game**

Spoke on hatchery, compliance and gamebirds and in particular the inaugural Gamebird Shooting Competition held this year. He spoke on signage work that was carried out annually and gave appreciation to the volunteers and R Barr for their hard work with the hatchery and rearing facilities.

### **S Terry – Salmon**

Spoke on water quality, salmon spawning and surveys, fish screen monitoring, fencing and intensification and the impact this has on rivers and streams.

### **E Arthur-Moore – Habitat**

Spoke on lowland and highland habitat, the Snake Creek Project, landowner liaison and ecological monitoring.

### **S Pearson – Environment**

Spoke on regional and district plans, strategic partnerships and statutory liaison. He spoke on habitat monitoring and maintenance.

Cr O’Neill left the meeting at 9.30pm.

It was decided that at this point of the meeting the following agenda items would be adjourned until the next Council meeting:

Item 8 a and b - Minutes of the Previous Council meeting dated 17 October 2018 and Action Sheet and;

Item 10 - Public Excluded Session – Minutes from the meeting dated 17 October 2018

### **7a. Briefing on the “Three R’s” Programme**

R Cosgrove explained the Three R’s Programme which was about retention, re-integration and recruitment of potential licence holders. He stated that S Doughty, author of this study would be attending the Feb 2019 NCF&G Council meeting to discuss this Programme.

### **7b. Briefing on the Water and Wildlife Habitat Trust (WWHT)**

Cr Isitt explained the background to the Fresh Waters Programme and how the involvement of the WWHT towards sponsorship, fundraising and branding has assisted in Fresh Waters keeping going until recently. He stated there had 1200 children/scout groups lined up to fish at the Groynes over November and December but Council decision not to stock the Groynes Lakes has impacted not only the Fresh Waters programme but the general public as well.

General discussion raised the following points;

- the Trust accounts being made available. R Cullinane explained that the Trust was a separate entity to F&G and as such would require permission from the Trustees to make this available. Cr Musson explained that this was the terms of the gift of \$16,875.00 Bequest interest;
- that the Fresh Waters Programme was too big to be managed by volunteers;
- that the fish stocks for the Groynes had in the past fallen within the operating budget of the hatchery. Some Councillors thought this should be a council cost;
- that a briefing paper/budget for the Fresh Waters Programme for support by NCF&G be presented to Council to help form a strategic plan;
- that a junior budget in the F&G accounts be formed;
- it was recognised that restocking the Groynes needed to be addressed.

**“That this Council supports in principle the activities that are being carried out by the Fresh Waters Programme and the WWHT”.**

**Moved: Cr Isitt**

**Seconded: Cr Gibson**

**CARRIED**

## **9 General Business**

D Ambler to circulate to Councillors;

- Draft Audit Report with flow of correspondence between NZC and NCF&G;
- 2017/2018 Operational Work Plan and Budget

### **9a. NZSAA Fishing Competition March 2019**

**“Approval has been given to run the NZSAA Fishing Competition in March 2019 with the provision that the participants be encouraged to have a one bag limit”.**

Moved: Cr Lee

Seconded: Cr Hodgson

CARRIED

**9b. Volunteer of the Year Trophy**

“That Larry Burke be nominated for the Ian “Mac” McCrory Trophy for 2018”.

Moved: Cr Musson

Seconded: Cr Knight

“That Paul Watts be nominated for the Ian “Mac” McCrory Trophy for 2018”.

Moved: Cr Isitt

Seconded: Cr Lee

Voting for the Volunteer of the Year Trophy be conducted via email. D Ambler to organise.

There being no further business, the meeting closed at 10.55pm

\_\_\_\_\_ (Chairman)

\_\_\_\_\_ Date

**Next Meeting:**

**Annual General Meeting followed by Council Meeting**

12 December 2018

6.30pm

595 Johns Road, Harewood