



NORTHLAND FISH AND GAME COUNCIL AGENDA

PLACE	:	NORTHLAND FISH & GAME OFFICE UNIT A5, 7–11 NELL PLACE, WHANGAREI
DATE	:	<u>Wednesday 1 April 2026</u>
MEETING STARTS	:	7.00pm
DINNER	:	6.00pm

Welcome/Apologies

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NORTHLAND FISH & GAME ANNUAL OR ONE-YEAR AGENDA

Meetings	Council process	Regular agenda items	Annual items	Ad hoc items
Thursday 12 Feb 2026	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Evaluation of Council’s Governance Review ▪ Confirm trout order for 2027 liberation ▪ Draft budget ▪ Draft OWP 	<ul style="list-style-type: none"> ▪
Wednesday 01 April 2026	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Report from Chairman on governance review 	<ul style="list-style-type: none"> ▪
Thursday 21 May 2026	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Licence Fee and Form consultation ▪ Anglers Notice – issues requiring NZC consideration ▪ Report from Chairman on governance review 	<ul style="list-style-type: none"> ▪
Thursday 06 August 2026	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Budget and OWP – final sign-off ▪ Managers Annual Performance Review 	<ul style="list-style-type: none"> ▪
Thursday 22 October 2026	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items. Final meeting of current council before elections 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Meeting programme - dates & venues for next year’s meetings. ▪ Managers performance review report 	<ul style="list-style-type: none"> ▪
Thursday 03 December 2026	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items. Inaugural meeting of new council 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Chairman and Managers Annual Report ▪ Financial Statement for year ended 31 August 2026 ▪ Review of audit report for 2025-26 FY ▪ Draft Game Notice 	<ul style="list-style-type: none"> ▪

NORTHLAND FISH & GAME COUNCIL
UNCONFIRMED MINUTES OF A MEETING
HELD AT THE NORTHLAND FISH & GAME OFFICE
NELL PLACE, WHANGAREI
7.00PM THURSDAY 12TH FEBRUARY 2026

PRESENT:

Chairman: Phil Durham

Councillors: Mark Bell, Cameron Shanks, Russell Daniels, Sean Brickland, Darryl Reardon, Kelvin Ellis, Lloyd Altham, Barrie Barnes

Staff: Craig Deal (Manager), Rachael Quin (Administrator)

The Conflict-of-Interest register was circulated around the table for all councillors to sign and declare any conflicts.

APOLOGIES: John McEntee

It was moved: *That the apologies be accepted.*

Cameron Shanks / Mark Bell *CARRIED*

Previous Minutes

It was resolved: *That the amended minutes of the previous meeting held on the 11th December 2025, with the addition of the text 'North Canterbury initiative and concept is deferred until the February meeting', are confirmed as true and correct.*

Russell Daniels /Lloyd Altham *CARRIED*

Matters Arising

1221 Jack Bisset Wetland

The engineering report has not yet been obtained.

Action: Manager to confer with field officer about the bund water state since the January flooding and email Chairman.

1226.1 Underwood Wetland

Field Officer reported the track is under water and outlets and eel rope are blocking with weed, particularly alligator weed. The Chairman questioned if need for concrete spillway to which the Manager confirmed the spillway is functioning well and experience has shown concrete options tend to create more problems.

Sports Fish and Game Management Plan

The Chairman stated that, after discussions with the Manager, due to the uncertainty around potential Act changes the intention is to copy the West Coast Councils plan and adapt for Northland region. Cr Barnes confirmed the West Coast plan has been tested and is a good option. There was no opposition from Council.

Managers' Report

1110 Species Monitoring

The Manager reported success in establishing a duck banding site at David Byles' Matakohe property and described the preparation and lead up to the banding days. The Manager asked if Council would want to establish a second site in the Hikurangi Swamp area. Council agreed.

1923 Staff Training

The Manager reported he has completed the boat master qualification.

1453 Office Habitat Print

The Manager advised that the game bird habitat prints have been discontinued. Cr Barnes confirmed and that the decision by NZ Post was due to the cost to produce.

1451 Field Days

Cr Brickland advised he would be on site from Sunday leading up to the event and available for help.

The Manager reported on the recent outbreak of botulism at Ngunguru with the demise of 80 brown teal being a blow for conservation groups. The Whangarei District Council (WDC) response was initially promising but came to nothing necessitating a request for an action plan. Since then, the response has improved with an increased presence at the ponds and no recent deaths. The Manager would like WDC to adopt a Management Plan for all ponds. The Chairman suggested a complaint be made to the mayor, noting the serious lack of understanding by district council in dealing with this problem, and remind him of the expertise Fish & Game can add to the response. It was proposed that the Manager supply a management plan and staff training to WDC contractors that includes the need to monitor the ponds during peak risk periods. Cr Ellis questioned if there is any enforceable condition in the resource consent.

Action: Manager to email the Chairman a summary of activity to date. The Chairman to approach the mayor and ask what has been done and what does he intend to do to educate wilful ignorance and stop future exposure.

Field Officers Report

1111 Trend Counts

It was reported that paradise shelduck numbers are high and appears the increased bag limit and harvest has not seriously impacted it.

1161 Liberations

Cr Ellis noted the conditions of Wilson Dam is not viable for trout and the need to decide where this year's trout should be released.

It was moved: ***That the Manager and Field Officer's Reports be received.***

Darryl Reardon / Mark Bell ***CARRIED***

Audit Completion Report

It was moved: ***That the Audit Completion Report for year ended 31 August 2025 be received.***

Lloyd Altham / Kelvin Ellis ***CARRIED***

NZFGC Update

Cr Barnes advised of preparations for the upcoming meeting which will include the regional chairs. Cr Barnes commented on the apathy amongst anglers, hunters and councillors regarding the RMA reform and the approaching submission deadline.

Draft Budget and Operational Work Plan 2026-2027

Cr Barnes praised the clear and practical OWP proposed. The Manager noted that duck banding would require an increase to \$2000 (or \$5000 if two sites). Cr Barnes suggested to plan for two sites.

It was moved: ***That the 2026-2027 Budget and OWP be accepted with the amended increase in hours and budget for a second banding site.***

Barrie Barnes / Kelvin Ellis ***CARRIED***

Trout Liberations

The viability of Wilsons Dam as a fishery was discussed due to recent information from WDC that water conditions in the dam were not survivable by trout. It was proposed by Cr Ellis that the 2026 trout intended for Wilsons Dam be liberated into Whau Valley Dam instead. In order to retain the dams status as a fishery it was proposed to conduct a small release into Wilsons Dam this year with the balance released to Whau Valley Dam.

It was moved: ***To release 20 2-year old rainbow trout into Wilsons Dam in 2026 with the balance released into Whau Valley Dam. The 2027 order will be 320 2-year old rainbow trout for release as follows:***

150	Whau Valley Dam
150	Manuwai Dam
20	Wilsons Dam

Kelvin Ellis / Russell Daniels ***CARRIED***

Policy for Addressing Crop Depredation

Council discussed the drafted policy feedback and discussed the unnecessarily detailed policy. The manager produced critique of the policy and suggested changes in a memorandum. Cr Ellis commented that a policy is the highest level of documentation and should be simple to follow, not conflated. Discussions around policy adoption and legal compliance with a need for more flexibility built in.

It was moved: **That the crop depredation memorandum be sent unchanged to NZ Council as council feedback.**

Kelvin Ellis / Mark Bell

CARRIED

North Canterbury Initiative

Cr Barnes commented on the changes around the North Canterbury Initiative and what that means regarding employment of staff from regional council to NZ Council, emphasising there would be no contract changes and would not change the nature of a job. Cr Ellis suggested it was not a major adjustment but required proper consultation and the need for staff feedback. A meeting with the Chairman, Cr Barnes and Adrienne was suggested. Cr Ellis suggested the Manager prepare for staff feedback by consulting Adrienne first. The Chairman commented that most councillors are not equipped to be good employers and saw that it offered a better employment process. Cr Reardon regarded it as staff security.

Action: Cr Barnes to provide the original MOU, marked for consultation, to the Manager for distribution to staff.

It was moved: **That MOU is distributed for staff consultation.**

Mark Bell / Russell Daniels

CARRIED

Health and Safety Report

Northland Fish & Game is required to give a Health & Safety report at each council meeting detailing:

- The implementation and adherence to Health & Safety policy/manual
- Any new issues or hazards that have arisen and how these have been addressed
- Progress with any ongoing issues
- Outcomes of audits and reviews required in the Health & Safety manual
- Any near misses or injuries

It was moved: **That the Health and Safety Report be received.**

Darryl Reardon / Sean Brickland

CARRIED

Executive Limitations Report

It was moved: **That the Executive Limitations Report be received.**

Cameron Shanks / Lloyd Altham **CARRIED**

The action for the manager to seek permissive clarification of Jack Bisset Wetland repair works has been parked until the engineering report has been commissioned and considered.

Financial Report

It was moved: **That the Financial Report ending 31 December 2025 is adopted.**

Barrie Barnes / Russell Daniels **CARRIED**

General Business

Cr Ellis reported that the teleconference held recently resulted in a plan and the Manager is drafting a submission. He also commented that the RMA changes will be significant, justifying a need to make more noise and urged people to make a personal submission.

Cr Shanks advised that Ducks Unlimited is winding up due to no young people coming through which is a sad indictment.

There being no further business the Chairman declared the meeting closed at 10.00pm.

Phil Durham

Chairman

To: All Councillors
From: Craig Deal
Date: 1 April 2026
Subject: Managers Report

The following is an account of activities that management has been involved in since the 12 February 2026 meeting.

1110 Species Monitoring

I have started scoping for a second duck banding site in the Whangārei area for 2027.

1161 Trout Releases

The 2026 trout release is scheduled for 20 May 2026. The 2027 trout order of 320 2-year-old rainbows has been made.

1172 Game Gazette

The game regulations set for the 2026 season have been approved by the Minister.

1180 Game Bird Dispersal

Complaints about game bird damage remain steady as the summer progresses, mainly paradise shelduck. The special season for shelduck, black swan and pūkeko ran over the dates 14-22 February 2026. Observations indicate that it was successful in breaking up large mobs of shelduck into smaller groups. Hunters that were spoken to reported reasonable success although an earlier season and a late moult year meant that there were still large numbers of shelduck still in the moult at the time of the season. This will be mitigated in 2027 as the season dates are 20-28 February 2027.

1210 Resource Management Act

I have made a submission on the resource consent renewal for Whatuwhiwhi wastewater treatment plant with a request to have a botulism management plan implemented as a condition of the resource consent.

1221 Jack Bisset Wetland

An engineering inspection has occurred and, if prepared in time, the report will be tabled at the meeting.

1232 Game Bird Habitat Grants

A colleague from DOC Whangārei is looking for opportunities to create bittern habitat as part of the regional bittern strategy. There is a section of the Otakairangi Government Purpose Wildlife Management Reserve near Riponui that is under grazing lease. The lease will be expiring in coming months and there is potential to develop this area. I have expressed Fish and Game's support for this and will advocate to get the area permitted for game bird hunting if any work goes ahead. I have expressed that the best way to get bulk funding for the work is to apply to the Game Bird Habitat Trust. I have stated that this project would jump to a high priority if the development was to create waterfowl habitat that would be publicly available for game bird hunting. Our other wetlands demonstrate that what Fish and Game creates for

waterfowl habitat is also ideal for bittern. I would like to run this as a joint project between Fish and Game, DOC and possibly NRC. This is in the conceptual stage but I see it as a great opportunity to increase the habitat and hunting opportunity in one of the highest hunter density areas in the region.



The area at the upstream end of Otakairangi Government Purpose Wildlife Management Reserve that may be suitable for wetland development

1242 Botulism Monitoring and Clean Up

WDC have been conducting increased checks at Ngunguru wastewater treatment plant over the last six weeks. There have been a few sick looking and dead birds, but the most recent checks have revealed nothing of any concern.

Whau Valley dam has been re-opened to the public again after two weeks with no dead birds being discovered. The dam was closed on 16 February 2026 after several dead paradise shelduck were found. This prompted testing for avian influenza and when this was ruled out it was thought to be botulism. After two weeks of having no further dead birds found the dam was re-opened to the public on 16 March 2026.

1311 Access Negotiation

I am working to have PF Olsen allow us to issue forestry permits on their behalf. They are managing a large number of new forestry blocks across the region.

Wetland and forestry permits are having details finalised and will be ready to issue shortly. Forestry access is largely the same as last season.

DOC are working on moving their game bird permit to the online system. This is expected to be operational by April. John Macpherson and I have been supporting the project with feedback and information. This will be a good step forward for hunters as DOC offices are now closed to public entry without an appointment which made it difficult to get permits.

The ballot for Underwood Wetland stands is open and is receiving high interest.

1330 Newsletters

Reel Life Articles are being produced monthly for the fishing season.

The game magazine is published and has been distributed to licence holders.

1411 Conservation Board Liaison

Staff have been engaging with the regional bittern management team led by DOC staff.

1440 Public Promotions

The competition offering a free full season licence to be drawn from a pool of all anglers that submit weight and length for trout caught in Northland is being run again this season.

1451 Regional A&P Shows

The Field Days event was run over the dates 26-28 February 2026. Northland staff had a 6x12 metre stand at the event. The stand was in a much better location this year and received a lot more attention. Lots of engagement was had with a diverse audience including young people, farmers, landowners, licence holders and members of the public from a variety of backgrounds. The event was considered a success when measured against Councils purpose of increasing awareness of Fish and Game and the work that we do.



National MP for Northland Grant McCullum with the team at Northland Field Days

1511 Ranging

Staff and honorary rangers carried out compliance checks on both Saturdays of the special summer season. On 14 February 2026 a team ranged the Bay of Islands area and Matauri Bay/Kaeo. One party was found in the vicinity of Okaihau with some dead paradise shelduck that had no flight feathers. One hunter admitted to shooting birds while not in flight. The matter was deemed to not be in the public interest to prosecute, and an educational approach was taken. Once the individual has received their educational brief their shotgun will be returned.

On 21 February 2026 there appears to have been an organised swan hunt that occurred on the Rangaunu Harbour. Staff have received reports of this from:

- An honorary ranger that was on holiday there
- DOC Kaitaia
- Auckland Museum – their scientists were conducting turtle surveys at the same time.

The reports all state that there were several boats and a jet ski chasing swan. Shooting noise was reported although it was not confirmed whether shooting was occurring from unmoored motorised boats or not. Considering that the Auckland Museum staff noted people in boats holding shotguns and found shotshell cases floating in the water where no stationary hunters had been, this implies that shooting also happened from vessels under power. At the very least the Wildlife Act 1953 has been breached in that swans were being driven toward hunters in ambush. Nobody has been able to provide any firm detail in terms of boat descriptions, vehicle registrations or hunters names so there is little that can be done by way of investigation unless more information is provided.

1531 Prosecutions

The hunter that was found by Northland rangers offending near Wellsford in last year's special season appeared in court on 10 March 2026 after two previous no-shows. He had been charged with excess harvest, use of lead shot near open water and providing false information to rangers. He eventually plead guilty and received fines totalling \$1750.00

1600 Licensing

Fish licence sales remain on track to meet target for the year. Nationally sales remain down slightly (1.8%).

Game licences for 2026 season are now on sale.

1630 Commission

Commission is being paid by way of a credit on invoices issued to agents.

1710 Council Elections

The vacancy left by the resignation of Lewis Peart was advertised in the Northern Advocate and on the regional Facebook page. There were no requests for an election to be held to fill the vacancy, and no candidates came forward to fill the vacancy.

1812 Sports Fish and Game Plan

I am having discussions with Helen Brosnan (NZC Senior Policy Advisor) regarding the Sports Fish and Game Management Plan (SFGMP) renewal. I am looking at what it might cost and what national support is available. The timeframe given (29 June 2027) may dictate that an abridged process may need to be taken, although the requirements of the Conservation Act 1987 will need to be followed at a bare minimum and will not reflect best practice.

1821 Annual OWP/Budget

The budget that was approved at the February meeting has been entered into the Zero Based Budget template and submitted to New Zealand Fish and Game Council. I have made the following changes before submitting it:

- \$5000.00 allocated (up from \$1,400.00) to 1116 Mallard Research for the running of two duck banding sites
- \$3,535.00 has been allocated to 1812 Sports Fish and Game Plan. This is the remainder of a \$5,000.00 NZC grant that was granted in 2017-2018 for the development of the new plan that was never used. It has been sitting in a Dedicated Reserve
- \$420.00 has been allocated to 1955 Equipment Rental to cover the hireage of the EFTPOS terminal
- \$2,000.00 has been added to 1996 Vehicle Fuel and RUC. This is to cover the recent increase in fuel costs (calculated at a 20% increase) due to the conflict in the Middle East.

For the OWP, to accommodate a second duck banding site I raised my hours by 40 to 90 and took 20 off 1210 RMA and 1720 Council Meetings to compensate. I added 30 hours each for the field officers and removed 30 from their administration hours to compensate.

1840 National Liaison

Feedback on the Crop Depredation draft policy was submitted after the last meeting. It was discussed at the recent NZC meeting 27 February – 01 March 2026.

1900 Administration

The office has been open for all the required hours during the reporting period and has served the public and licence holders.

The Councils assets are well maintained and fully insured. New insurance for contents and vehicles was arranged as of 01 September 2025.

Recommendation

That the Northland Fish and Game Council receive this report.



Craig Deal
Manager
17 March 2026

To: All Councillors
From: Graham Gallagher
Date: 9/3/2026
Subject: Field Officer Report (Whangarei)

1111 Trend counts and population monitoring.

Pukeko counts will occur early April throughout the region.

1119 Trout population assessment

Perhaps some more time should be allocated or a research project should be initiated in Northland to ascertain the status of our trout fisheries. Anecdotally the fish seem to be struggling in most catchments. Fish do not seem to grow more than 1kg anywhere within the region and numbers also appear to be dropping. We have had a competition going now for three years where any reported catches go into a draw for a licence. Very few people are reporting any catches to us. A Facebook page dedicated to trout fishing in Northland was established by some anglers. This has gone dark and no one is posting anything. Our spawning surveys find limited spawning activity.

1172 Regulations

Nothing to report.

1181 Game bird dispersal

The new water storage schemes (Te Kopuru in particular) seem to be attracting large congregations of game birds, especially shelducks. This could pose an issue in the future as they are intended for domestic consumption.

1220 Works and Management Wetland Summary

The Bisset and Flaxmill wetlands have been mown by a contractor. Since the cattle have been removed the grass has become quite long and rank so mowing took longer than expected.

Bisset: The bund breach is slowly getting wider and deeper with every flood event. This is the lowest point in the wetland as the spillways are blocked up and are nonfunctional. If it fully breaches it will be very costly to repair as the wetland will have to be drained so it can be repaired. Time is ticking.

Underwood: The control structures were unblocked at the Underwood wetlands and some weir boards removed to aid in access. The weed mats constantly move in the wetland requiring constant monitoring of the outfalls. Wattles have been drilled and herbicide applied. The flats have been very wet so no rice grass control has occurred. Some of the tracks on the back flats have been sprayed so upland game hunters can access the back of the property during the game season. DOC Kauri coast are continuing to monitor bittern at this site as part of their bittern recovery work.

Wairua: The drain cleaning material dumped from the bordering farm is still on the NW bund wall. This is impeding ATV access. The DOC compliance team have not followed up with this event.

1231/2 Landowner advice / NZGBHT applications

Attended the Northland regional field days.

1313 Ballots / Permits

There are three stands to be balloted out at the Underwoods.

1331 Media

Social media posts are occurring advertising our ballots and upcoming game season.

1510 Ranging/Compliance

The Northland special summer season occurred from 14-22 February 2026. During this time paradise shelduck, swan and pukeko can be hunted. The January moult counts indicated a large population of shelduck in Northland. Northland has had a wet humid summer and good grass growth throughout the region. We had teams out on the first and second Saturday. The first weekend covered the Kerikeri area and the second weekend covered the Hikurangi area. The first weekend saw blustery conditions but was dry. Hunters were few and far between with only two licences checked. One group was issued offence notices for; exceeding bag limit x 2 and shooting game while not in flight. The second weekend was quiet as well with only two hunters checked. There were very few birds flying around and the large moulting mobs seemed to have been disbursed.

After the weekend there were several reports of hunters "gun boating" swans on the Awanui harbour. These were seen by one of our honorary rangers who was fishing at Rangiputa at the time. He was unable to get close enough for photos or a reliable identification of the vessels. Several other complaints were received however no evidence of the offending has been obtained to date.

Another report was of hunters shooting after hours. This however could not be corroborated but notes of the location were made.

We have had reports of a landowner allowing game bird hunters onto his property after the shelduck special season stating that he had a current cull permit. This was not the case. The hunters face the risk of prosecution due to deception from the landowner.

1923 Staff Training

My approved handler's certificate and Controlled Substance Licence is in the process of being renewed.

Maritime/Moss

Fish and Game NZs MTOP is due to expire. This will guide regions on what our requirements are to be in regard to vessel management.



Graham Gallagher
Field Officer

To: All Councillors
From: John Macpherson
Date: 13/03/2026
Subject: Field Officer Report (Kaitaia)

Wetlands

Had two property owners wanting advice on building ponds. While they aren't suitable for shooting over, they will be excellent breeding areas for ducks. Both properties are lifestyle blocks that have a small creek soaking through them as well as a swampy area which will make ideal habitat for all water birds. The owners were seeking advice on location of pond, size of pond, depth, plantings, pest control, contractors in the area that had the knowledge to carry out the work.

Banding

We had a two-day banding at a new site. Auckland Fish and Game were on site with their cages and technical skills, putting us through our banding qualifications. With any sort of luck, we will be able to get more sites in the Northland area. The one thing you will see hunters fighting over is "who shot the one with a band" - getting a banded bird is the pinnacle for most hunters. In 50 years of hunting, I've never taken a banded bird.

Ranging

Graham and I, along with two police officers, carried out ranging in the Hikurangi area on the last weekend of the special open season, 14th of February. We only found two hunters in our travels.

Permits

Prior to the special season, permit requests were a mixed bag of pukeko and paradise shelduck. Since the special season, the permits have been predominantly for paradise shelduck, (70 permits since August 2025). I believe with the wet summer, paradise have an abundance of food around the waterways and ponds where they were born. While some birds mobbed up for the moult, a majority have stayed spread out, some paradise have been giving the chicory crops the once over but are easily moved on. Pukeko are an ever-increasing problem for orchardists and subdivisions, and now the maize is in stacks, silage covers. As these birds are in unhuntable areas the pukeko are going to be an ongoing problem.

Field Days

Dargaville Field Days were a marked improvement on our site location, we had different people through each day, more farmers and shooters the first day, more younger families the second day, and a mix of all ages, especially teenagers on Saturday. I think we had more stickers on the board the first day, nevertheless a lot of people stopped and looked, which gave us an opportunity to invite them in. Great set up, great engagement.



John Macpherson
Field Officer (Kaitaia)

HEALTH AND SAFETY – March 2026

Background

As part of its commitment to Health and Safety and providing a safe workplace the Council requires a report at each meeting detailing;

1. implementation and adherence to Health and Safety policy / manual
2. any new issues and updates
3. progress with any ongoing issues
4. outcomes of audits and reviews required in the Health and Safety manual
5. any near misses or injuries and any new hazards and how these have been addressed

Update

1. Development of policy / manual	Status
Policy and Manual is in place.	Current
2. New issues and information	
3. Ongoing issues	
Nil	
4. Audits, reviews, and meetings	
H&S Meetings Vehicle inspections Annual Audits and Reviews	Monthly meetings held. Completed. Reviewed earthquake procedure.
5. Audit Recommendations Progress	
None to report	
6. Near misses, injuries, and hazards	
Nil	



Craig Deal
Manager
March 2026

Executive Limitations Report

Northland Fish and Game Council Meeting 01 April 2026.

Prepared by: Craig Deal, Manager

Report frequency: Reports as required by ML 4.4.1

General Comment

The policy ML 4.4.1 requires the Manager to report bi monthly on Financial Planning and Budgeting; Financial condition and activities: Protection of Assets, Programmes and services and Public Affairs. These are regular reports and they are primarily aimed at certification by me that I have complied with the Executive Limitations Policies, or identifying any occasions where I have, either not been able to comply with the policies or there are issues that I believe need to be brought to the Councils attention the format of this report is therefore to certify compliance and note any exceptions.

EL 1 Financial Planning and Budgeting

Level Two

EL 1.2 Financial Planning for any financial year or the remaining part of financial year shall not deviate materially from the Councils strategic Ends policies, risk financial harm or fail to be derived from a multi year plan.

Report

Expenditure is likely to exceed budget in this FY due to unforeseen costs which will be required. In the effort to modernise our health and safety systems and practices there will be some unplanned costs such as training courses that will need to be completed.

Due to the requirement to have an engineering inspection and the time it will take to get the required resource consent for repair works there is a possibility that the funds allocated for the Jack Bisset Wetland repair may not be used in this financial year. Should this be the case my recommendation will be to hold the funds over into financial year 2026-27 to commence the earthworks in October 2026.

EL 2 Financial Condition

Level Two

EL 2.2 With respect to the actual and ongoing financial condition and activities the Manager shall not cause or allow the development of financial harm or material deviation of expenditures from Councils priorities.

Report

Expenditure has been in accordance with the Council priorities and the Councils financial position is sound.

EL 6 Protection of Assets

Level Two

EL 6.2 The Manager shall not allow the Councils assets to be unprotected, inadequately maintained or unnecessary placed at risk.

Report

All of the Councils assets are regularly maintained and serviced by appropriate and experienced personnel. All assets are kept in secure locations and are fully insured against theft, loss or damage. Insurance for vehicles, the vessel, trailers and office contents has been renewed as of 01 September 2025.

EL 14 Programmes and Services

Level Two

EL 14.2 The Manager shall not allow programmes and services to be established which are not thoroughly researched prior to commencement and carefully managed, monitored and reviewed.

Report

No programmes or services have been entered into which do not align with the organisation's purposes or priorities.

EL 15 Public Awareness

Level Two

EL 15.2 The Manager shall not approve or in any way support any action or activity or statements to the news media that are derogatory or in any way damaging to Fish and Game New Zealand.

Report

No actions or statements that might generate media attention have been made or supported in this reporting period and the reputation of Northland Fish and Game remains intact.



Craig Deal
18 March 2026

To: All Councillors
From: Rachael Quin
Date: 18 March 2026
Subject: Financial Report for the period ending 28th February 2026

Revenue

Fish & Game Bird Licence Income **\$71,606**

The latest national licence sales spreadsheet will be circulated at the Council meeting for Councillor's information.

NZFG Council Grant **\$188,591**

The second instalment of the NZC grant was received. The third instalment is due to be received 20 May 2026.

Interest Income **\$6,175**

The term deposits (73 & 74) matured on 17 February and were reinvested for 6 months at 3.45%pa.

Other Income **\$14,779**

This figure includes Greenheart Wetland grazing lease, ute gain on sale, gas gun hire and cost recovery for personal use of vehicles.

Total Income **\$281,152**

Expenditure

The current financial situation for the Council is that expenditure is under the budget in most areas. All depreciation has been accumulated.

Total Overheads **\$267,703**

Total Operating Expenditure **\$308,055**

Net Loss **\$26,903**

Recommendation

That the financial report to the 28 February 2026 be adopted.

Rachael Quin
Office Administrator

Balance Sheet

Northland Fish and Game Council

As at 28 February 2026

Account	28 Feb 2026
Assets	
Bank	
ASB Cashflow	543.96
Cheque Account	23,472.33
Habitat Development Fund	4,642.23
Savings on Call Account	263,209.25
Term Deposit (73)	200,000.00
Term Deposit (74)	100,000.00
Total Bank	591,867.77
Current Assets	
Accounts Receivable	16,111.39
Accrued Interest	357.75
Total Current Assets	16,469.14
Fixed Assets	
Accum Dep Field Equipment	(7,990.50)
Accum Dep Improvements	(42,527.45)
Accum Dep Office Equipment	(26,781.33)
Accum Dep Vehicles	(85,534.68)
Field Equipment	19,915.32
Improvements	140,383.00
Land	278,592.75
Office Equipment	29,951.93
Vehicles	184,917.24
Total Fixed Assets	490,926.28
Total Assets	1,099,263.19
Liabilities	
Current Liabilities	
Accounts Payable	8,810.10
Accrued Expenses	11,380.00
Annual Leave & Time in lieu	43,544.84
Designated Waters Clearing	8.31
Game Bird Habitat Stamp	165.22
GST	17,814.76
Income in Advance	5,910.00
PAYE Clearing	17,221.54
Salmon Endorsement Clearing	20.78
Visa Credit Card - Craig Deal	5,283.38
Total Current Liabilities	110,158.93
Non-current Liabilities	
Payroll Clearing	(8,439.43)
Total Non-current Liabilities	(8,439.43)
Total Liabilities	101,719.50
Net Assets	997,543.69
Equity	
Accumulated Funds	
Current Year Earnings	(26,902.77)
Accumulated Funds	989,740.00
Transfer To/From Reserves	(330,052.50)
Retained Earnings	22,099.98
Total Accumulated Funds	654,884.71
Asset Replacement Reserve	23,576.96
Non-Resident Levy Reserve	23,989.75
Habitat Development Fund Reserve	4,581.94
Kai Iwi Lakes Fishing Competitions Reserve	1,204.00
NFGC Sports Fish & Game Mgmt Plan Reserve	3,535.00
Habitat Enhancement Programme	4,165.33
Game Bird Habitat Development Reserve	281,606.00
Total Equity	997,543.69

Profit and Loss

Northland Fish and Game Council

For the 6 months ended 28 February 2026

Account	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Unused Budget	% of Budget
Trading Income						
Licence Sales						
Fish Licence Sales	70,641	0	70,641	83,833	(13,192)	84%
Game Bird Licence Sales	964	0	964	145,362	(144,398)	1%
Total Licence Sales	71,606	0	71,606	229,195	(157,589)	31%
Grants NZC	188,591	188,592	(1)	377,183	(188,592)	50%
Interest Income	6,175	0	6,175	6,421	(246)	96%
Other Income	14,779	3,500	11,279	15,900	(1,121)	93%
Total Trading Income	281,152	192,092	89,060	628,699	(347,547)	45%
Gross Profit	281,152	192,092	89,060	628,699	(347,547)	45%
Operating Expenses						
Species Management						
1111 Trend Counts	10,013	13,000	(2,987)	13,000	(2,987)	77%
1116 Mallard Research	1,036	1,000	36	1,000	36	104%
1161 Trout Liberations	0	0	0	4,200	(4,200)	0%
1181 Gamebird Control	675	0	675	2,000	(1,325)	34%
Total Species Management	11,724	14,000	(2,276)	20,200	(8,476)	58%
Habitat Protection/Management						
1221 Jack Bisset Wetland	5,795	0	5,795	0	5,795	0%
1223 Habitat Maintenance	835	0	835	40,000	(39,165)	2%
1224 Borrow Cut Wetland	336	0	336	0	336	0%
1225 Flaxmill Wetland	987	0	987	0	987	0%
1226.1 Underwood Wetland	699	0	699	0	699	0%
1228 Wairua River Wildlife Mgmt Reserve	384	0	384	0	384	0%
1228.2 Greenheart Lease	468	0	468	0	468	0%
Total Habitat Protection/Management	9,504	0	9,504	40,000	(30,496)	24%
Participation						
1312 Signage	0	0	0	1,000	(1,000)	0%
1313 Ballots/Permits/Liability Insurance	0	2,000	(2,000)	2,000	(2,000)	0%
1351 Fishing Comp / Tuition Days	456	500	(44)	500	(44)	91%
Total Participation	456	2,500	(2,044)	3,500	(3,044)	13%
Public Interface						
1412 Mana Whenua Liaison	0	0	0	500	(500)	0%
1333 F&G Website / Social Media	150	0	150	0	150	0%
1451 Regional Shows and Events	1,581	0	1,581	3,000	(1,419)	53%
1453 Office Habitat Print & Poster Material	0	0	0	300	(300)	0%
Total Public Interface	1,731	0	1,731	3,800	(2,069)	46%
Compliance						
1511 Ranging & Rangers	168	500	(332)	1,500	(1,332)	11%
1531 Prosecutions	0	0	0	5,000	(5,000)	0%
Total Compliance	168	500	(332)	6,500	(6,332)	3%
Licensing						
1611 Licence Production & Distribution	0	0	0	100	(100)	0%
1614 Printing Regulation booklets (Game)	0	0	0	300	(300)	0%
1617 Transaction Fees	111	0	111	0	111	0%
1618 Transaction Fees excl GST	1,259	0	1,259	0	1,259	0%
1631 Commission on Sales - Fish	416	0	416	2,750	(2,334)	15%
1632 Commission on Sales - Game	6	0	6	6,418	(6,412)	0%
Total Licensing	1,792	0	1,792	9,568	(7,776)	19%
Councils						
1721 Council Meetings	834	999	(165)	2,000	(1,166)	42%
1722 Other Council Expenses - mileage	1,862	3,000	(1,138)	6,000	(4,138)	31%
Total Councils	2,696	3,999	(1,303)	8,000	(5,304)	34%
Planning/Reporting						
1832 Accountant	3,000	3,500	(500)	3,500	(500)	86%
1831 Audit	6,260	8,500	(2,240)	8,500	(2,240)	74%
1843 Maritime currency and qualifications	3,020	0	3,020	3,800	(780)	79%
Total Planning/Reporting	12,280	12,000	280	15,800	(3,520)	78%

Overheads						
Salaries						
1911 Salaries	176,295	185,496	(9,201)	371,000	(194,705)	48%
Kiwisaver Contributions	5,149	5,550	(401)	11,100	(5,951)	46%
1913 Seasonal Contractor	1,413	0	1,413	5,000	(3,587)	28%
1914 Allowances	1,606	0	1,606	1,800	(194)	89%
Total Salaries	184,463	191,046	(6,583)	388,900	(204,437)	47%
Staff Expenses						
1921 ACC Levy	786	0	786	1,000	(214)	79%
1922 Fringe Benefit Tax	4,968	0	4,968	7,500	(2,532)	66%
1923 Staff Training	732	0	732	2,400	(1,668)	31%
1924 Health & Safety (OSH)	648	0	648	2,000	(1,352)	32%
1925 Staff Expenses	668	0	668	4,100	(3,432)	16%
1926 Staff Uniforms	0	0	0	500	(500)	0%
Total Staff Expenses	7,803	0	7,803	17,500	(9,697)	45%
Office Premises						
1941 Rent	19,000	19,998	(998)	40,000	(21,000)	48%
1942 Office Premises Rates (inc Water)	7,435	0	7,435	8,800	(1,365)	84%
1943 Office Maintenance	71	0	71	500	(429)	14%
1944 Insurance (mgmt fees)	490	0	490	500	(10)	98%
1945 Power	1,692	0	1,692	2,600	(908)	65%
1946 Office Security	385	0	385	1,000	(615)	39%
Total Office Premises	29,073	19,998	9,075	53,400	(24,327)	54%
Office Equipment						
1951 Purchases (Under 2,000) Office Equipment	0	0	0	1,500	(1,500)	0%
1952 Asset Replacement/Depreciation	1,790	0	1,790	7,310	(5,520)	24%
1953 Equipment Maintenance	166	0	166	400	(234)	42%
1954 Equipment/Contents Insurance	1,136	0	1,136	500	636	227%
Total Office Equipment	3,093	0	3,093	9,710	(6,617)	32%
Communications/Consumables						
1961 Telephone/fax/internet	2,441	0	2,441	6,000	(3,559)	41%
1963 Courier/Freight	0	0	0	1,000	(1,000)	0%
1964 Stationery	201	0	201	1,000	(799)	20%
1965 Photocopier	926	0	926	1,800	(874)	51%
1966 Computer Expenses	2,163	0	2,163	6,000	(3,837)	36%
Total Communications/Consumables	5,731	0	5,731	15,800	(10,069)	36%
General						
1972 Subscription	323	0	323	500	(177)	65%
1974 Bank Charges	61	0	61	0	61	0%
1975 General (inc Petty Cash)	328	0	328	900	(572)	36%
1976 Public & Statutory Liability Insurance	1,629	0	1,629	1,500	129	109%
Total General	2,341	0	2,341	2,900	(559)	81%
General Equipment						
1981 Purchases (Under 2000) Field Equipment	372	0	372	1,500	(1,128)	25%
1982 Asset Replacement Field Equipment	1,325	0	1,325	9,000	(7,675)	15%
1983 Field Equipment Maintenance	0	0	0	500	(500)	0%
1985 Equipment Hire/Rental	0	0	0	500	(500)	0%
Total General Equipment	1,697	0	1,697	11,500	(9,803)	15%
Vehicle Expenses						
1991 Purchases (Under 2,000) Vehicles	724	0	724	600	124	121%
1992 Asset Replacement -Vehicles	9,368	0	9,368	4,336	5,032	216%
1993 Vehicle Maintenance	5,565	0	5,565	6,500	(935)	86%
1994 Vehicle Insurance	7,752	0	7,752	7,000	752	111%
1995 Vehicle Registration	106	0	106	1,000	(894)	11%
1996 Vehicle Fuel & RUC	6,724	0	6,724	16,000	(9,276)	42%
1997 General Trailer Maintenance	43	0	43	500	(457)	9%
1999.1 Boat Maintenance	1,140	0	1,140	800	340	142%
1999.3 Polaris ATV	2,078	0	2,078	1,600	478	130%
Total Vehicle Expenses	33,502	0	33,502	38,336	(4,834)	87%
Total Overheads	267,703	211,044	56,659	538,046	(270,343)	50%
Total Operating Expenses	308,055	244,043	64,012	645,414	(337,360)	48%
Net Profit	(26,903)	(51,951)	25,048	(16,715)	(10,188)	161%

Aged Receivables Summary

Northland Fish and Game Council

As at 28 February 2026

Ageing by due date

Contact	Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
Craig Deal	0.00	253.54	0.00	0.00	0.00	0.00	253.54
Fish & Game, Eyede Solutions Ltd for	14,597.98	0.00	0.00	0.00	0.00	0.00	14,597.98
Graham Gallagher	0.00	89.03	0.00	0.00	164.59	0.00	253.62
JCM & BC Davie	1,006.25	0.00	0.00	0.00	0.00	0.00	1,006.25
Total	15,604.23	342.57	0.00	0.00	164.59	0.00	16,111.39
Percentage of total	96.85%	2.13%	0.00%	0.00%	1.02%	0.00%	100.00%

Aged Payables Summary

Northland Fish and Game Council

As at 28 February 2026

Ageing by due date

Contact	Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
Aged Payables							
Archibald Cars	647.93	0.00	0.00	0.00	0.00	0.00	647.93
BP Oil New Zealand Ltd	1,190.42	0.00	0.00	0.00	0.00	0.00	1,190.42
Eastern Fish & Game Council	0.00	(10.12)	0.00	0.00	0.00	0.00	(10.12)
Fish & Game, Eyede Solutions Ltd for	126.35	0.00	0.00	0.00	0.00	0.00	126.35
Ken Budgen Contracting	5,905.25	0.00	0.00	0.00	0.00	0.00	5,905.25
Marsden Truck Wash	55.20	0.00	0.00	0.00	0.00	0.00	55.20
New Zealand Fish and Game Council	69.00	0.00	0.00	0.00	0.00	0.00	69.00
Northland Business Systems Limited	212.09	0.00	0.00	0.00	0.00	0.00	212.09
NZ Safety Blackwoods	2.19	0.00	0.00	0.00	0.00	0.00	2.19
Paymark / Worldline	21.74	0.00	0.00	0.00	0.00	0.00	21.74
Powershop	343.49	0.00	0.00	0.00	0.00	0.00	343.49
TSC IT Consultants	246.56	0.00	0.00	0.00	0.00	0.00	246.56
Total Aged Payables	8,820.22	(10.12)	0.00	0.00	0.00	0.00	8,810.10
Total	8,820.22	(10.12)	0.00	0.00	0.00	0.00	8,810.10
Percentage of total	100.11%	-0.11%	0.00%	0.00%	0.00%	0.00%	100.00%

CORRESPONDENCE

September 2025 to August 2026

Inward

No.	DATE	FROM	SUBJECT	FILED
1807	19/09/2025	Hon James Meager	Sports Fish and Game Management Plans	Craigs emails
1808	21/11/2025	Hon James Meager	Fish and Game Reform update	C:\Users\Craig\NZ Fish & Game\Northland - Documents\1900 ADMINISTRATION\Correspondence\Incoming
1809	21/11/2025	Hon James Meager	Fish and Game Reform update Q+A document	C:\Users\Craig\NZ Fish & Game\Northland - Documents\1900 ADMINISTRATION\Correspondence\Incoming
1810	3/12/2025	Hon James Meager	Ref JMC-931 SFGMP extension approval 30 June 2027	C:\Users\Craig\NZ Fish & Game\Northland - Documents\1900 ADMINISTRATION\Correspondence\Incoming
1811	27/01/2026	Hon James Meager office	Acknowledged receipt of letter advising resignation	Administration emails
1812	13/02/2026	Hon James Meager	Acknowledged receipt of letter advising resignation	Administration emails

Outward

No.	DATE	SENT TO	SUBJECT	FILED
927	4/09/2025	Nicholas Walsh	Response to letter querying season length	Northland - Documents\1900 ADMINISTRATION\Correspondence\Outgoing\L etter to N Walsh - 4 Sep 2025.doc
928	31/10/2025	Hon James Meager	Response to letter JMC-725 re Sports Fish & Game Management Plan time extension	Northland - Documents\1900 ADMINISTRATION\Correspondence\Outgoing\ Northland Fish and Game Council - Response to JMC-725 - 28 Oct 2025.doc
929	27/01/2026	Hon James Meager	Advising resignation of L Peart from NFGC	Administration emails
930	13/02/2026	NZ Council	Crop depredation policy feedback	Craigs emails
931	16/02/2026	David Byles	Thank you letter re banding and cap	Craig
932	17/03/2026	Hon James Meager	Advising council vacancy advertised inviting election requests and nominations	Craig emails