

NORTHLAND FISH & GAME COUNCIL
CONFIRMED MINUTES OF A MEETING
HELD AT THE NORTHLAND FISH & GAME OFFICE
NELL PLACE, WHANGAREI
7.00PM THURSDAY 23 OCTOBER 2025

PRESENT:

Chairman: Phil Durham

Councillors: Mark Bell, Cameron Shanks, John McEntee, Russell Daniels,
Sean Brickland, Darryl Reardon, Kelvin Ellis

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: Lloyd Altham, Barrie Barnes, Lewis Peart (leave of absence)

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

Cameron Shanks / Darryl Reardon **CARRIED**

Action: Check when leave of absence runs out

Previous Minutes

It was resolved: *That the minutes of the previous meeting held on the 15th August 2025 are confirmed as true and correct.*

Darryl Reardon / Russell Daniels **CARRIED**

Matters Arising

1225 Flaxmill Maintenance

The Manager investigated the viability of selling popular pulp and has decided to abandon the idea as it is expensive to remove.

Wetland Costs and Permit Fees

Manager reported that the bund repair job cannot be assessed until conditions are drier. Cr McEntee suggested back filling. The Chairman stated although it is of great cost to remedy the bund wall damage, we accept the liability. As it is of regional significance the council should ask NRC, WDC, Ikea and KMR for support.

Action: The Manager will consult with Cr McEntee and Cr Brickland to workshop options to elicit support for the remediation.

Legislative Reforms

Chairman investigated the engagement of a facilitator to assist with a special meeting for council to address the legislative change but found the cost prohibitive. The Manager reported no staff concerns at this stage.

Meeting Schedule 2026

The proposed meeting dates were amended to Thursdays with the exception of Wednesday 01 April 2026.

It was moved:

The 2026 meeting schedule as amended be adopted.

John McEntee / Kelvin Ellis

CARRIED

Managers' Report

1210 Resource Management Act

Cr Shanks enquired about the Kaitia Wastewater Treatment Plant consent renewal submission.

1315 Fish Tuition Day

The Manager thanked Councillors Ellis, Daniels and Brickland for their help and support at the recent Fish Tuition Day.

1455 Information to Licence Holders and Members of the Public

The Manager reported on the positive experience for visiting Mountains to Sea Trust groups. The Chairman stated that the visit is positive for Northland Fish and Game.

1600 Licensing

The Manager explained the low licence sales reported has now improved and of no concern. The family licence changes were discussed with Cr Bell commenting that the timing was unfortunate as the public challenges definitions. The Chairman added that social media negativity compounds the issue giving the appalling treatment of Alan Strong as an example. Cr Ellis cited difficulties in North Canterbury region and warned of customers perceiving bad value and the need to listen as perception is reality. Cr Brickland compared North Canterbury with Eastern region perceived positive value of a licence.

Field Officers Report

It was moved:

That the Manager and Field Officer's Reports be received.

Russell Daniels / Kelvin Ellis

CARRIED

NZFGC Update

The Manager reminded Council that Cr Barnes had emailed a report to councillors as an update as he would not be present.

Consolidated Annual Reporting

The Manager explained the Consolidated Annual Report (CAR) proposal with emphasis on the need to add to existing data collection to satisfy the suggested KPI's. This increased reporting burden would fall to the regions staff and would require changes to be implemented in the current financial year. Council discussed the changes creating unnecessary burden in the context of new legislation being written and agreed on the following feedback points;

- To develop national monitoring and data collection standards once the new Fish and Game legislation is introduced
- There is a need to streamline the data collection, metrics and reporting nationally before consolidated reporting can occur
- NZFGC must be clear who the reporting is for and administer care in reporting when public can see sensitive or controversial information which is not of direct benefit to the licence holder
- It will be difficult to report on some of the KPI's such as RMA effort as the proposed KPI's would require regional staff to break their RMA effort down into much greater detail than is currently collected

The Manager stated the current contradiction where auditing agencies are noting that F&G Councils provide too much detail in reporting however NZFGC is wanting to provide additional detail to what is already mandated in legislation. The Chairman stated it is excessive in the current state of change and suggested NZC could provide a template to regions that they consolidate. Cr Ellis referred to the KPI's and warned of the risk of small teams having to expend effort chasing KPI's that may not be regionally relevant rather than delivering value to the licence holders.

Action: The Chairman will write a letter to Barrie Barnes suggesting NZC prioritise 12 items that can be answered by a region, on one line, and reported each month, forwarded to NZC for collation.

Draft Infringement Notice Compliance and Enforcement Policy

The Manager outlined the policy and pointed out a suggested wording change to section 4.7.1. The Chairman queried the Infringement Notice note (p4) is without the term 'honorary'. Cr Ellis asked if an honorary ranger can be made an employee for opening weekend. Council discussed the lack of an intermediate response between warning and prosecution and a need for fines/infringements to be a level higher to be an effective deterrent to offending. The Manager stated that it makes sense to support the document in principle with some suggested changes.

It was moved: **To support the Draft Infringement Notice Compliance and Enforcement Policy with a few recommended changes.**

Darryl Reardon / John McEntee

CARRIED

Health & Safety Audit Report

The Manager circulated a table of recommendations from the recent Health and Safety audit with a priority system and the ability for the Councillors to track progress as Northland Fish & Game works through them. The Manager asked Council if there was any priority that needed to change or of great concern. The top priorities were discussed. Cr Ellis offered his assistance. Potential breach of privacy when reporting incidents and accidents was deemed an important part of the process when addressing ongoing H&S issues and therefore a clause would be made clear that the sharing of names is for the purpose of learning. Any policy recommendations would be parked until legislative changes are underway, which included H&S changes. Hazardous substances issues were discussed and reported to Council that MSDS are in relevant vehicles and online, relevant staff have appropriate approved training and staff are aware of WorkSafe site for flagging storage and signage requirements.

The Chairman praised staff and agreed the items would be worked through but noted several were not relevant e.g. testing and tagging. Cr Ellis suggested the focus be on issues that could lead to notifiable events. The Chairman proposed the priorities be updated according to Cr Ellis' suggestion. The Council agreed the report to be received, recommendations considered and the changes implemented as required.

Action: Manager to ask Adrienne (HR) regarding wording in the existing Health and Safety policy.

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

Cr Shanks enquired as to ATV service history and its condition, suggesting a new vehicle in the near future.

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

Sean Brickland / John McEntee

CARRIED

Executive Limitations Report

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

Kelvin Ellis / Cameron Shanks

CARRIED

Financial Report

The current licence sales report was circulated.

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

Kelvin Ellis / Darryl Reardon

CARRIED

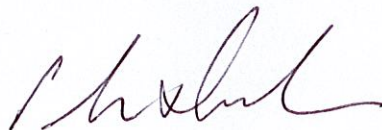
General Business

Cr Brickland stated that he enjoyed the Fish Tuition Day and thanked staff and Councillors.

The Manager will draft a response to the Ministers letter regarding the Sports Fish and Game Management Plan.

There being no further business the Chairman declared the meeting closed at 9.04pm.

Phil Durham



Chairman

