

Agenda Item 9.1:

Operational Report – for the period ended January 2026

Prepared by: Dean Kelly – Manager

Introduction

The Council's adopted governance policies require the manager to provide an Operational Report, specific proposals for capital expenditure and acquisitions as well as major issues and opportunities for the Council. There are further requirements for the Manager to provide assurance that the Management Limitations are being observed. The format of this report is therefore to certify compliance with Governance Policies, Management Limitations and provide other material, responses, or assurance that Council objectives, strategies, plans, performance, risks, operation, resources, and structure are being met.

Matters for the information of Council.

Staff:

Staff holidays estimated (days): Manager, 6
 Officer, 13
 Admin, 8 (3hr days)

Vehicles:

Managers Vehicle RHG: (start) 7,525km (fin) 14,662km. Total private for period: 970km
Fish & Game Officer Vehicle PSM: (start) 95,797km (fin.) 103,094km. Total private for period: 400km

The Managers old vehicle was sold via auction with a Hilux's still getting very good resale returns. The Field Officers vehicle is being replaced with the older vehicle being retained for additional staff if the need arises. Both new vehicles are Hybrid style.

Bi-monthly report on outputs

1111 Trout Surveys.

Trout surveys have been completed on the Mawheraiti River, Rough River, Haupiri River, Grey River at Hospital Flat, Inangahua River, Larrys Creek, and the Waitahu River, with only the Grey River at Waipuna left to survey.

1112 Lake Netting

Nothing to report in this period.

1113 Spawning Surveys.

Nothing to report in this period.

1114 Trend Counts

Paradise Shelduck moult counts are underway.

1115 Sportsfishery Research

The second electric fishing survey on the Mawheraiti research streams have been completed. Like the November survey being similar to its average, the January count was consistent with the seven-year January average.

1116 Designated Waters Fisheries Management

The second electric fishing survey on the Mawheraiti research streams has been completed. Like the November survey being similar to its average, the January count was consistent with the seven-year January average.

1121 National Hunter Survey.

Nothing to report in this period

1161 Fisheries Enhancement.

There have been steady reports received of juvenile Salmon being caught in the release areas over the summer holiday period.

1171 Regulations/Gazette Notices

The Gamebird Regulation recommendation form the West Coast Council was submitted to the NZC.

1181 Game Bird Control

Three crop predation complaints have been received regarding paradise shelduck. Permits were issued in response to all three complaints.

1211 RMA Plans/Policy/Consents

The below applications are either approved as having 'no more than minor effects' or under consultation in the period.

Applicant	Area	Type	Nature of work	Comments	Status
VonAh Contracting Ltd	Kokatahi	Discharge Permit	Composting Facility	Neutral submission with concerns regarding leachate and monitoring	Submission (Neutral)
NZTA	New River SH	Land use consent	Bridge Repairs	No issues	Approved
Liam and Tash Schwass	Inangahua River	Land use consent	Gravel extraction	3 month extraction period with no more than 14 days.	Approved

1213 DOC

Consultation regarding requirements and permitting process for gamebird hunting on PCL. Approval was obtained to use Drone on public conservation land to complete 2026 trend counts.

1241 Trout Spawning Habitat

Nothing to report in this period.

1311 Access.

Nothing to report in this period.

1312 Assisted Hunting.

Nothing to report in this period.

1331 Website/Ezines/Social Media

Reel life completed for December and January. Regular Facebook posts regarding summer fishing and educational courses. All current council meeting minutes have been signed and uploaded to the website. All reports that have been received at council meetings have also been uploaded to the website.

1332 Fish & Game Magazine

Gamebird edition supplement in production with mailing list being produced for distribution.

1341 Sportsfisheries Guides.

Agents regularly visited and stocked with guides.

1361 Clubs, Outdoor Recreation Groups

The Big Brother Big Sister event went ahead at Lake Brunner and was very well received by both attendees and the wider community, with responses to PR about the event being overwhelmingly positive. Program Coordinator Lisa reported this was her largest turnout for a Big Brother Big Sister event to date, with ten

pairs participating. The strong attendance demonstrates a keen interest among participants in using fishing as an activity while taking part in the programme.

Assisted with the Lake Brunner fishing competition, including running a skills and information session at Lake Brunner on 29 November. Participation in the competition was up, with 63 adults and 25 children taking part in the event.

Held two basic fly-fishing courses: one at the Taramakau on 7 December and one the following Sunday in Franz Josef. All three educational events had between ten and fifteen attendees, and all received positive feedback.

1371 Council Properties.

Okuru hut was utilised by staff on compliance visits and visiting Rangers from other regions. Maintenance conducted as part of stays including replacing steel veranda supports with wooden posts, paint touch-ups and grounds maintenance.

1411 Conservation Boards, Iwi, Allied Groups.

Provided boat support on a cost recovery basis to WCRC for their monthly Lake Brunner and bi-monthly Lake Haupiri water monitoring.

1421 Media/Communication.

Two media releases focusing on summer/holidays fishing opportunities and Fish and Game monitoring.

1431 Political Advocacy

Nothing to report in this period.

1511 Compliance.

Compliance completed around South Westland, Grey Valley, Reefton, Westport and Lake Brunner. Three non-compliance with laws detected of non-residents anglers fishing without licences in South Westland.

1521 Ranger Training.

Nothing to report in this period.

1531 Prosecutions.

Three international anglers detected fishing without licence have completed diversion.

1611 Licence Production & Distribution.

There have been a few upgrades to licences and dispensations provided for Senior Loyal licences.

1621 Agent Liaison.

Regular visit to agents. Frequently stocked with access guides, how to guides, child licence pads and excess F&G magazine in the office. Lake Brunner Service Centre will be re-allocated as licence agent with the change of ownership.

1721 Council.

Regular bi-monthly reporting and Liaison with Chair. Construction of draft submission for Fish and Game Act select committee process.

1821 OWP & Budget

A Budgeting meeting was attended by staff in Christchurch. A new budget format is being populated as a result.

1831 Annual Public Meeting & Report.

The DOC Governance group audited the Annual Report and found errors in the Financial Statements. At the time of writing these were being rectified and resubmitted to the Auditors for verification. The errors are a direct result of the reformatting performed by BDO which the West Coast Council had made them aware of. We are following the course of action advised by the Office of the Auditor General to get the

issue rectified. It is likely the Council will receive a revised Annual Report at the April Meeting for adoption and repeal of the previous version.

1841 National Liaison.

Communication with other regions regarding game bird monitoring, administration/licencing, Health and Safety and Annual Reporting.

1910 Staff Salaries & Payroll.

An external provider of financial oversight and advice has been procured from Leech and Partners in ChCh. It is the intention that they will provide end of year Financial Reporting for the Annual Report and as such are having input into systems and financial procedures throughout the year.

1940 Office Premises.

General Maintenance including lawns and cleaning.

1950 Office Equipment.

Nothing to report.

1970 General.

All accounts payable continue to be paid on time, all providers to us are emailing accounts directly rather than posting so this is also minimising delays.

1980 Equipment.

Staff reviewed field equipment and safety gear and replaced/procured new gear where required. Most equipment is now managed under the Controlled Equipment system in the Health and Safety Procedures

1990 Vehicles.

All vehicles are up to date for their on-road requirements. A replacement Officer vehicle has been ordered.

Staff Recommendation:

That this report be received.