



CONFIRMED MINUTES

NZC MEETING #165 - 18 AUGUST 2023

Name: New Zealand Fish and Game Council (NZC)

Date: Friday, 18 August 2023

Time: 9:00 am to 5:00 pm (NZST)

Location: Rydges Wellington Airport, 28 Stewart Duff Drive, Wellington

Board Members: Barrie Barnes, Darryl Reardon, Dave Coll, Dave Harris, Dean Phibbs (Online), Debbie Oakley, Gerard Karalus, Greg Duley, Linn Koevoet (from 12pm), Mike Barker, and Tom Kroos (Online).

Attendees: Corina Jordan, Carmel Veitch, Maryse Ropiha, Helen Brosnan (Online)

Apologies: Steve Haslett

Guests/Notes: John Bell (AON NZ) NZC Insurance Broker & Katishce Remnant

1. Procedural Matters

1.1 Open Meeting/Welcome: NZC Meeting #165 18-19 August 2023

The Chair advised of the meeting arrangements and that main decisions and strategic items would be covered on Friday 18 August while the majority of Councillors were present, with other items to be held over to Saturday 19 August.

The Executive Assistant provided a Health and Safety briefing, including emergency and evacuation procedures for both meeting venues for 18 and 19 August.

NOTE: Papers/Agenda Items 3.4, 3.6, 2.14, 2.3 and 2.4 were considered in Part II Public Excluded] of the meeting and the final decision was subsequently transferred back to Part I [Public] as Item 2.12 of the minutes.

1.2 Apologies/Declaration of Interests

23/08 - 01 Resolution

That the NZC receives the apologies from Steve Haslett for Friday 18 and Saturday 19 August, Debbie Oakley, and Dean Phibbs for Saturday 19 August; and that the declared interests be updated as noted for Debbie Oakley and Linn Koevoet.

CARRIED

1.3 Confirmation of Agenda & Urgent Items

The agenda was confirmed with all papers acknowledged as read. The Chair noted agenda items were reordered for decision making items to be covered on the Friday while the majority of Council members were present. The Chair's decision to reorder certain items is documented in these minutes.

NOTE: The minutes have been adjusted to reflect changes in the order of agenda items. Any discrepancies between the original agenda and these minutes are due to this reordering. Items in the minutes include reference to its original position on the agenda.

Cr Kroos joined the meeting via Zoom at 9.24 am.

1.4 Confirm Minutes 21 April & 15 June NZC - Part I

23/08 - 02 Resolution

(Coll/Karalus)

That the [Part I Public] minutes of the NZC held on 21 April 2023, meeting #162 and 15 June 2023, meeting #163 be confirmed as a true and correct record.

CARRIED

1.5 Matters Arising

No matters were raised in relation to the minutes.

1.6 NZC Correspondence

- The NZC received correspondence items as listed in the register.
- The Chair mentioned the Department of Conservation's letter on political neutrality for the upcoming election, with plans for regional circulation. The relevance of the letter to nonemployees was discussed.
- Delays regarding the guide licence was discussed and noted that the consolidated information would be presented at the November NZC meeting.
- The document was currently under review for accuracy and comprehensiveness, including the distinctions between 'guide licence', which is nationally recognised, and 'designated waters' criteria, which is regional.

2. Strategic Items

2.1 2023-24 Annual Budget & Meeting Schedule (Agenda Item: 2.2)

The following points were noted:

- Enhance meeting schedule efficiency between regional councils and NZC.
- Addresses issues of inconsistent adherence to deadlines essential for statutory obligations.
- Introduce a structured approach to licence fees and policy notification, including consultation timeframes between regions and NZC meetings.
- Extend NZC meetings to two days for thorough discussions, including in-person or hybrid meetings for effective decision-making.

23/08 - 03 Resolution

(Coll/Oakley)

That the NZC:

1. Receives the 2023-2023 Meeting and Budget Timetable; and agrees to:

- 1.1 Five NZC meetings to be held in the 2023/24 financial year
- 1.2 24 & 25 November 2023 meetings to be held in Wellington
- 1.3 16 to 18 February 2024 meetings to be held in Wellington
- 1.4 19 to 20 April 2024 meetings to be held in Wellington
- 1.5 18 June 2024 meeting to be held online
- 1.6 23 & 24 August 2024 meeting to be held in Wellington
- 1.7 One NZC meeting to be agreed for the 2024/25 financial year
- 1.8 13 and 14 December 2024 meetings
- 1.9 One Chairs/NZC meeting/Governors Forum to be held; and
- 1.10 Consult with the Regional Councils on the Meeting and Budget timetable for 2023/24.

CARRIED

ACTION: Standing Order requirements for audio/audiovisual link

Investigate the provision for a member to be counted as present when attending a meeting via audio or audiovisual link for the purposes of reaching a quorum, and requirements for amending Standing Orders/issuing gazette notices to allow for virtual meetings.

Due Date: 24 Nov 2023

Owner: Maryse Ropiha

2.2 Insurance & Indemnity Presentation (Agenda Item: 2.1)

John Bell, NZC Insurance Broker from AON NZ and Katishce Remnant provided a presentation on insurance and indemnity.

Key points discussed:

- Regional disparities in policy awareness among council members.
- Current policy structure considers maximum annual pay-outs instead of an aggregated total, raising concerns about adequacy and risk distribution.
- Legal stipulations prevent the use of insurance for covering fines, influencing PCBU liability conditions.
- Insurance specifics include coverage for volunteers and employees, excluding fines and penalties.
- Uncertainties exist regarding crime coverage for directors and implications for professional indemnity.
- Need for crisis management solutions within the insurance framework, including clear definition and trigger mechanism for crises, given the organisation's public funding.
- Insurance premiums and legal support services are significant, with particular attention required for cybersecurity measures, including prerequisites for claim eligibility, emphasising proactive system security measures like two-factor authentication.
- Reassessment of unified policy practicality, considering regional risk variations and financial implications.
- Enhancing Councillor awareness regarding insurance policies, with oversights posing operational risks.
- As each policy has a limit, the non-aggregated nature of claims could be problematic, particularly if incidents span multiple regions. This structure could lead to inadequate coverage, necessitating a policy review to ensure it is fit for purpose.
- Prohibition of insurance covering workplace Health and Safety fines was noted, with discussions pointing to varying liabilities depending on specific PCBU situations.
- A review of optional covers suggested, particularly for different subsidiaries or operational arms, to ensure beneficial coverage.

John Bell and Katishce Remnant left the meeting at 11.00 am.

The following items were noted:

- John to lead review and restructuring of the insurance policies to ensure they are representative and fit for purpose and provide insights regarding crime insurance applicability for directors and the broader employee base.
- Council to undertake a detailed examination of the PCBU stipulations to ascertain liability boundaries, particularly concerning fines and penalties.
- Discuss the nuances of professional indemnity, especially for roles involving consultative tasks on environmentally sensitive matters.
- Needs assessment on the practicality of maintaining a singular insurance policy versus individualised policies, considering operational, financial, and regional parameters. This consideration involves a potential revision of the aggregated limit or an increased cap.
- Follow-up discussion on cybersecurity insurance specifics necessary, ensuring clarity on system requirements for claim eligibility.
- A holistic review of the current insurance approach, contemplating diverse pricing strategies and policy options to accommodate varying risk levels across regions suggested.

- A continuous evaluation mechanism required for assessing successful claim frameworks against premiums, involving negotiations with insurance brokers.
- Specific follow-ups regarding forestry operations, ranger roles, and volunteer coverage to be undertaken, ensuring these aspects are not overlooked in policy provisions.

ACTION: Distribution of Aon Insurance and Liability PowerPoint Presentation

Circulate Aon Insurance and Liability PowerPoint Presentation from NZC 18 August 2023 Meeting to regions for information.

Due Date: 31 Aug 2023

Owner: Maryse Ropiha

ACTION: Insurance & Indemnity Review/Webinar

Review insurance every 3-4 years, and/or provide webinar to Regional Managers & Chairs on insurance and indemnity. Investigate incorporating this as part of Councillors induction pack.

Due Date: 24 Nov 2023

Owner: Corina Jordan

The meeting adjourned at 11.22 am.

The meeting reconvened at 11.30 am.

2.3 Draft RM Strategy & Practice Notes Update (Agenda Item: 2.5)

Key points discussed:

- Considerable workload ahead, not enough resources currently to manage this.
- Major affected areas/regions and challenges highlighted.
- Current processes are expensive and not often coordinated.
- Draft RM Strategy developed and will continue to be refined. Practice notes are also under development.
- A demo of the landing page for the Practice Notes was shown.
- Importance of understanding and incorporating indigenous and mana whenua values in regional plans.
- Discussion on using RMA as a resource and finding alternatives to overseers.
- The NBE Bill will revert to RMA, which might cause delays in national policy statement timelines.
- MFE has reviewed the 'Overseer Peer Review Report' ([link provided](#)), which sets out the Government response to the Science Advisory Panel's independent peer review of the Overseer nutrient management model.
- Concerns raised about regional funding and the need to be more efficient with available funds.
- Ongoing need for external expertise as the RMA team cannot manage everything.
- RM Strategy details objectives, methodology, and a process for reviewing cases, including the need to know the management of any risk noted.
- Employment budget, especially in relation to the RMA/Legal Fund, discussed, including lack of clarity on financial direction and other sources of funding noted.
- Proposed to revoke policy once there's adequate in-house staff to handle assessments prior to them coming to NZC for consideration.

23/08 - 04 Resolution

That the NZC:

(Karalus/Oakley)

- 1. Receives the information, including the verbal update from the 10 and 11 August 2023 summary received of pre consultation processes that are underway under the NPS-FM.**
- 2. Agrees in principle to look at options for funding additional inhouse legal and planning staff, noting key staff needed are an inhouse lawyer and 1-2 additional RMA planners.**

3. Agrees with the draft criteria in the project priority matrix for awarding funding from the RMA fund; and
5. Subject to the completion of the above, agree to revoke our policy of obtaining independent legal review of RMA fund applications over \$50k.

CARRIED

ACTION: RM Strategy, Funding Options & Matrix Criteria Review

1. Further develop the RM Strategy and bring a more detailed version.
2. Examine other sources of funding, especially the RMA/Legal fund and other budgets.
3. Explore funding options, matrix criteria, and bring this back for review.

Due Date: 16 Feb 2024

Owner: Corina Jordan

Cr Koevoet joined the meeting at 12 pm.

2.4 RMA/Legal Fund Applications (Agenda Item: 2.6)

23/08 - 05 Resolution

(Kroos/Barker)

That the NZC:

1. Receives the two RMA/Legal Fund Applications; and
2. Approves funding from the RMA/Legal Fund for \$80,000 for the Greater Wellington Regional Council case, currently undergoing hearing process (\$50k legal and \$30k Planner).

CARRIED

Key matters discussed:

- Emphasis on Horizon's Plan Changes as a crucial tool for establishing a risk threshold to mitigate environmental impacts.
- RMA Legal Fund balance noted with a small amount pending return from Southland.
- Legal opinion suggests robust cases but highlights potential cost overruns. Wellington has decided to use reserves to cover these.
- Legal expenses, especially unpredictable ones, should be referred to lawyers to clarify/confirm.
- Cost overruns necessitate further applications, with the intended use of the funds to be specified.
- In-house legal team requires time to familiarise with the cases. Given the short timeframes of these cases, they might progress faster than the team's readiness.
- NZC recognises the significance of the Horizons plan change and appreciates Wellington Region's commitment. Financial decisions were influenced by concerns related to budget, conservation law reform timelines, etc.
- In the environmental sector, it's vital to advocate for specific values. These values must be interpreted to support Fish and Game's stance and gauge its impact on others. Successful arguments in this regard can influence case law, enhancing leverage with other regional councils.

23/08 - 06 Resolution

That the NZC:

(Coll/Barker)

1. Approves \$120,000 funding from Wellington Reserves for the Horizons Plan Changes case, noting the significant consequences for the organisation at a national level and precedent setting involved; and
2. Notes that Wellington Fish and Game have a forecast Reserve of 31 August 2024 of approx. \$430,000 over their 20% required.

CARRIED

2.5 2023-24 Budget (Agenda Item: 2.7)

Cr Duley declared a conflict of interest in relation to the Hunting & Fishing magazine discussion.

Key points noted:

- Aim is to create a surplus by explaining the differential between income and expenses.
- Several budgets remain unspent, which are proposed to be carried over to the next fiscal year.
- The compliance cost for the maritime program, following an audit, exceeded expectations.
- This expense was outside the budgeting round, request to fund it from reserves until the next Contestable Funding round.
- Concerns raised over the budgets and potential income issues.
- Noted that adding transfers from reserves results in a deficit.
- Discussed the urgent need for magazine funding this year and the feasibility of financing two magazines. A workshop suggested to determine future direction.
- NZC to review the future of the social licence campaign and funding the deficit of \$18k for the 23/24 year.
- Suggestion to reallocate \$300k initially set for the Ministerial Review process to other areas, noting this was specifically approved for Ministerial Review and will need to be prioritised for the 23/24 year due to limited funds.
- Proposal to use DoC iwi liaison person for Māori advisor/consultation.
- The costs of the Ministerial Review implementation, initiated two years ago, including governance training, were discussed. It was proposed to evaluate current actions, future funding, and the governance training responsibility by other entities.
- The NZC CEO noted that Maggie Tait would join the NZC office in September as the new Principal Communications Advisor.

ACTION: Magazine Review

Include a deep dive/workshop on the NZC Agenda/Work Plan to reevaluate the funding and decide on the future direction of the Fish and Game magazines.

Due Date: 24 Nov 2023

Owner: Maryse Ropiha

23/08 - 07 Resolution

That the NZC:

(Oakley/Coll)

- 1. Receives the information.**
- 2. Approves the 2023-24 Budget Statement of Financial Performance for the year ended 31 August 2024 with a deficit of \$343,074.**
- 3. Delegates to the NZC Chief Executive Officer the authority to spend within the budget approved for the 2023-24 year.**

CARRIED

The meeting adjourned at 1.00 pm.

The meeting reconvened at 1.30 pm.

2.6 Policies Review Report (Agenda Item: 2.10)

23/08 - 08 Resolution

That the NZC:

(Barker/Kroos)

1. Receives and notes the contents of the Policies Review paper.
2. Approves the re-establishment of the Policy Modernisation Subcommittee, comprising the Executive Committee and under the Subcommittee's Terms of Reference, with the delegated authority to review existing policy (not new policy) and distribute to regions for consultation with final decisions to be made by NZC.

CARRIED

2.7 Reforecast Budget (Agenda Item: 2.8)

23/08 - 09 Resolution

That the NZC:

(Phibbs/Oakley)

1. Receives the information.
2. Agrees to relocate the unused Ministerial Review Budget of \$300,000 from 2022-23 to 2023-24.
3. Agrees to fund the Organisational Finance Optimisation proposal.

CARRIED

The CFO addressed the paper and outlined commitments.

The following key points were noted:

- Request from regions for a cost optimisation model. Budgets across all regions to be reviewed by early next year as part of the Cost Optimisation Project with a swift report back to NZC was crucial. The Future Finance Working Group and Regional Managers supported the project.
- Development of SSP identified for the next fiscal year, however, work on this had commenced necessitating resources.
- Funding set aside to facilitate the amalgamation/management changes for Wellington/Taranaki. Requires an operational plan, including costs. Noted no governance or legislation changes required and could be used as a blueprint for other regions.
- Noted that the Hawke's Bay contract management may entail additional expenses.
- Ministerial Review's objectives to be reviewed.
- Reassessment and reprioritisation of the Te Ao Māori Advisor to take place in the new fiscal year. The budget for this role might be halved to 45k.
- Governance training costs corrected to \$30,000 from \$80,000 as previously listed.
- Recommendations include pushing the Te Ao Māori Advisor, holding a national hui in conjunction with DoC and establishing a standing advisory panel on Treaty issues and engagement with Māori out to the 24/25 year, and that the governance training budget be reduced to 40k.
- Legal costs are uncertain but can potentially be moved to 24/25.
- The staff conference has a budget of 40k for 23/24, which might be reduced to 34k.
- The 300k available to rollover from 22/23 should be used for 23/24 and needs integration.
- Budget for Governance Advisor remains unchanged with \$60k allocated, however there was a potential for savings.

23/08 - 10 Resolution

That the NZC:

(Oakley/Duley)

Agrees to the list of priority projects for the 2023-24 Financial Year as follows to a total of 385k noting a deficit from reserves of \$85K:

- **Consultant Amalgamation - Wellington and Taranaki**

- Governance Training Programme
- Financial Support - Cost Optimisation/Revenue Generation and Resource Allocation
- Governance Advisor to NZC - 2 Te Ao Māori Advisors and 1 Professional Governance Advisor.
- Consolidated Annual Report - Assistance with development and implementation of SSPs across all councils.

CARRIED

2.8 Working Groups ToR (Agenda Item: 2.16)

Key Discussion Points:

- Include reference of Hunt Report in the Future Finance Working Group TOR, and addition of '*and any other relevant material*' in both TOR after the Hunt Report to broaden the scope.
- Replace all instances of "*Committee*" with "*Working Group*."
- Clause 5 of the TOR stating "*the working group shall be chaired...*" is to be removed.
- TOR to be circulated to all regions for information.

23/08 - 11 Resolution

That the NZC:

(Oakley/Coll)

1. Receives the information; and
2. Approves the draft Future Structure Working Group Terms of Reference, including the amendment to remove clause 5 regarding Chair requirements and addition of '*and any other relevant material*' following reference to the Hunt Report.

CARRIED

23/08 - 12 Resolution

That the NZC:

(Harris/Koevoet)

1. Approves the draft Future Finance Working Group Terms of Reference, including the following amendments:
 - Remove clause 5 regarding Chair requirements; reference to '*Committee*' be changed to '*Working Group*'; and reference to the Hunt Report to be added and followed by '*and any other relevant material*'.

CARRIED

2.9 2022/23 Financial Report Process & Sign Off (Agenda Item: 2.9)

23/08 - 13 Resolution

That the NZC:

(Phibbs/Harris)

1. Subject to the draft Performance Report being circulated to the Council members for approval and any queries satisfactorily explained;
2. Approves that the NZC Chair be authorised to sign the 2022/23 Performance Report on behalf of NZC.

CARRIED

2.10 Policy on Setting National Policy (Agenda Item: 2.11)

The following points were discussed on the key updates to the Policy on Setting National Policy:

- Two meeting cycles needed before final policies adopted by NZC.
- Legal advice stresses importance of sufficient time for feedback.
- Consensus not required, but due consideration necessary.
- Material changes necessitate re-consultation.
- Timeline adjustment with a proposal to update to 15 days, allowing time for paper deadlines and aligning NZC and regional council meetings.
- Minimum one-month period post-receipt of consultation for Regional Councils to give feedback.
- Online meetings noted and concern on whether members attending online count as a quorum.
- Further discussion on attendance regarding apologies/leaves of absence and emphasis on member obligations to attend meetings.
- Minor amendments to wording noted with principal timelines to be clearly defined prior to the Policy on Setting Policy was circulated for consultation with the regions.

23/08 - 14 Resolution

That the NZC:

(Duley/Coll)

- 1. Receives and notes the contents of the Policy on Setting National Policy paper.**
- 2. Agrees that the updated Policy on Setting National Policy be circulated to regions for feedback with consultation being carried out within the proposed updated timeframes.**
- 3. Notes the urgency to update consultation timeframes and policy approval processes in order to meet pending deadlines for urgent statutory and legal requirements for new and updated national policy where indicated.**

CARRIED

2.11 Conflict of Interest Policy (Agenda Item: 2.12)

The following points were discussed on the Conflict-of-Interest Policy:

- Key amendments were noted.
- Ensure clarity in definitions, especially regarding capitalisation.
- Inclusion of predetermination and bias to addresses how strong views might lead to prejudice/bias.
- Stress importance of getting policies right, especially regarding conflict of interests.
- Highlight risks if regions don't accept policy and operate under different models/Emphasise the correct adoption and adherence to conflict-of-interest policies.
- Message to be included when Policy circulated to regions for feedback emphasising the strong encouragement and requirements for adopting NZC policies.
- Ensure decisions align with the national mandate.
- Minor grammatical and formatting corrections were noted.

23/08 - 15 Resolution

That the NZC:

(Kroos/Harris)

- 1. Receives and notes the contents of the Conflicts of Interest Policy paper.**
- 2. Considers and discuss the draft Conflicts of Interest Policy as attached, ready for final approval at its November 2023 meeting.**

CARRIED

2.12 Decisions Transferred - Part II NZC Meeting held on 18 & 19 August 2023 (Agenda Item: 4.1)

2.12.1 Maritime NZ 2023 Audit

23/08 - 20 Resolution

That the NZC:

(Reardon/Coll)

1. Receive the Maritime New Zealand audit report.
2. Agree to fund and develop overarching Policies and systems that support the organisations Maritime functions including agency wide health and safety policy.
3. Fund the Sea Flux app to have better oversight of marine health and safety documentation.
4. Increase the annual funding for the Maritime Officer position and support systems and functions to reflect the Maritime New Zealand recommendations.
5. With funding to come from regions reserves (pro rata on boats) for the 23/24 year.

CARRIED

2.12.2 Compliance Policy Review

23/08 - 21 Resolution

That the NZC:

(Barker/Karalus)

1. Receives the information.
2. Agrees that the Chief Executive is to review the existing national policy on compliance and propose a nationally coordinated approach under a revised national compliance framework including development of SOP's.
3. Notes the draft gun unloading standard operating procedure, and unattended firearms standard operating procedure.
4. Notes the Ranger Compliance report.
5. Receives the legal opinion on Ranger Compliance and the functions of the Chief Executive.

CARRIED

2.12.3 Remuneration Policy

23/08 - 22 Resolution

That the NZC:

(Duley/Coll)

1. Receives the information; and
2. Approves the draft Remuneration Policy.

CARRIED

2.12.4 Research & Monitoring Programme Update

23/08 - 23 Resolution

That the NZC:

(Harris/Koevoet)

1. Receives the Research and Monitoring Programme update.
2. Receives the draft Research Strategy; and
3. Notes that staff will engage with the Research Subcommittee to produce the final draft strategy for consideration at the 24 November 2023 NZC meeting; and
4. Notes the current status of ongoing studies funded by the Research Fund.

CARRIED

2.12.5 Research Fund Applications

23/08 - 24 Resolution

That the NZC:

(Duley/Harris)

1. Receives the proposed research application titled “Economic Survey of Trout and Salmon Angling in Aotearoa New Zealand” requesting \$160,000, noting Regional Managers feedback.
2. Approves the intent of the research fund application in principle, noting that the research should be a national assessment including Taupo, and is an extremely high priority for NZC.
3. Notes that staff will work refining an application, investigating cost of research and funding opportunities and will work with the Research subcommittee in providing an updated application to NZC; and
4. Notes the current status of ongoing studies funded by the Research Fund.

CARRIED

2.13 Public Excluded Motion (Agenda Item: 2.17)

23/08 - 16 Resolution

That the NZC:

(Koevoet/Duley)

Excludes the public from the papers as noted in the following table and agrees that relevant staff remain to provide advice to the Council on the items:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION INRELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION Good reason to withhold exists under section 7
Confirm Public Excluded Minutes 21 April (162) & 26 June (164) NZC - Part II	For the reasons set out in the Part I minutes held with public present.	Section 48(1)(a)(ii)
Draft Communications & Engagement Strategy	Improper gain or advantage s7(2)(k) S9(2)(j) OIA	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the

	Exclusion of the public is necessary to enable negotiations.	disclosure of information for which good reason for withholding would exist.
Conservation Law Reform	Improper gain or advantage s7(2)(k)	
Maritime NZ 2023 Audit	Improper gain or advantage s7(2)(k)	
Legal Opinion PE Appendices	Improper gain or advantage s7(2)(k) S9(2)(h) OIA Exclusion of the public is necessary to maintain legal professional privilege.	
Compliance Policy Review	Improper gain or advantage s7(2)(k)	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as stated in the above table.

CARRIED

Crs Oakley and Kroos left the meeting 4.05 pm.

The meeting adjourned at 4.05 pm.

The meeting reconvened at 4.10 pm in Part II.

The meeting closed at 5.35 pm in Part II on 18 August 2023.

The reconvened at 8.30 am in Part II on 19 August 2023.

The meeting continued in Part I following its moving out of Part II as recorded in the Part II minutes on 19 August 2023 at approximately 10.30 am.

5.2 NZC Finance Report (Agenda Item: 4.6) & 5.3 National Finance Report (Agenda Item: 5.3)

The following key points were noted relating to different projects and financial matters:

- Social Licence Roll Over: There was no discussion about the website, which is linked to the social licence topic, with the progress of a the project delayed by team capacity issues.
- Framework developed for a library feature, which regions are expected to populate. This library is part of a national initiative and will have a new look and feel.
- Still costs associated with some meetings and Geoff Davenport involvement that need to be accounted for.
- CFO noted that a significant portion of the national budget had not been used, primarily because expenses for the magazine, website, and ministerial review were being carried over to the next fiscal year.
- National Angler Survey: This survey spans several years. The current overspending on it will be covered by reserves, which is a better reflection of this year’s financial status. The next year might show under-spending.
- Action Item: It is suggested to include a comment in the footnote regarding the overspend on the National Angler Survey, noting that it is funded from a restricted reserve.

23/08 - 27 Resolution

That the NZC:

(Barker/Coll)

1. **Receives the NZC Finance Report for the 10 months ended 30 June 2023 with a surplus of 48,833; and**
2. **Receives the information National Finance Report as at 30 June 2023.**

CARRIED

5.4 Licence Sales Update (Agenda Item: 4.5)

The following was discussed:

- **Budget Updates:** There's a directive to make amendments to the actual budget, which should include predicted sales, actual sales, and the budgeted figures.
- **Licence Sales:** The current season opened with the sale of 366 licences, including 283 for DW and 75 for Sea Run Salmon licences.
- **System Update:** It was noted that there were no hitches with the new DW system, indicating a smooth implementation or transition to date.
- **Action Item:** The repeated emphasis on amending the actual budget to include predicted and actual sales, along with the budgeted figures, suggests a focus on accurate financial tracking and forecasting.

The NZC received Licence Sales Update report.

5.5 Staff Code of Conduct (Agenda Item: 2.13)

23/08 - 28 Resolution

That the NZC:

(Barker/Coll)

1. **Receives the information; and**
2. **Agrees that the draft Code of Conduct be amended to include the values framework from the organisational strategy; and that the HR Business Partner consider including the definition of due process under misconduct and inclusion of a dispute resolution provision.**
3. **Agrees for the updated draft code of conduct be circulated to regions for feedback as requested by the Chairs forum and as part of the Ministerial Review Recommendation 17.**

CARRIED

Cr Kroos let the meeting at 11.29 am.

5.6 Evaluation of Council & Performance Management (Agenda Item: 2.15)

It was suggested that when a governance expert was appointed to NZC, the expert's role would be to develop a list of questions and conduct a review, presumably to assess and enhance the organisation's governance practices, including specific governance policies for review.

Action Items: Planned action to pass an old template to the executive committee for review. The purpose is to determine if the template is still fit for purpose with the results or findings from this review expected to come back to the November NZC meeting via the Executive Committee update.

5.7 NZC CEO Report (Agenda Item: 4.2)

The following was discussed as part of the NZC CEO's report:

- NBE Celebration & Training: Ongoing training for the RM team.
- Communications Update: Regions to consider national communications leverage.
- Stakeholder and License Holder Surveys: Feedback on Fish and Game.
- Draft Communication Strategy: Importance of regional presence.
- GAC and H&F Forum Success: Need for resourcing highlighted.
- Regional Council Engagement: Encouraging regional council discussions.
- Eligibility of Licence Holders: Changes in license naming and voting options.
- Mana Whenua Survey Responses: Circulating survey specifics.
- Te Ao Māori Staffing: Hiring a part-time advisor.
- Wildlife Act Revision: Efforts to address Māori concerns.

The NZC received the NZC CEO report.

Cr Barker left the meeting at 12.35 pm.

ACTION: Licence Holder Eligibility

Discuss with DoC the changes in licence names to include a voting option. Consideration of voting rights for secondary holders and lower category licence holders.

Due Date: 24 Nov 2023

Owner: Corina Jordan

ACTION: Mana Whenua Survey Response Details

Inquire with authors about the specifics of iwi, gender, age in survey responses. Circulate these details to regional councils.

Due Date: 24 Nov 2023

Owner: Corina Jordan

ACTION: Wildlife Act Revision

Lead the revision of sections of the Wildlife Act concerning Māori. First step: hiring Te Ao Māori staff. Next step: Approach key Māori figures for assistance.

Due Date: 24 Nov 2023

Owner: Corina Jordan

5.8 Health & Safety Report (Agenda Item: 4.3)

The NZC received the Health & Safety report.

5.9 Risk Register (Agenda Item: 4.4)

The NZC received the Risk Register.

5.10 Sub-Committee Updates/Reports (Verbal) (Agenda Item: 4.8)

The NZC received the Sub-Committee update reports as follows:

Executive Committee.

Future Structure Working Group (FSWG).

Taupō Fishery Advisory Committee Update

Cr Coll and Cr Harris left the meeting 1.16 pm.

5.11 General Business (Agenda Item: 4.9)

6. Close Meeting

6.1 NZC Meeting #165 held on 18 & 19 August 2023

The meeting closed 1.20 pm on Saturday 19 August 2023.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

Signature:

Date: 18 August 2023