



**HAWKES BAY  
FISH AND GAME COUNCIL**

***MEETING  
AGENDA***

**Tuesday 5 April 2022**

## **AGENDA**

### **For a Meeting of the Hawkes Bay Fish and Game Council**

**Venue:** The Game Farm-22 Burness Rd, Jervoistown, Napier.

**Date:** Tuesday 5 April 2022

**Commences:** 6.00 PM

#### **Page Number**

1	Welcome	(6.00 PM)	
2	Apologies		
3	Minutes of the previous meetings (15 February and 8 March 2022)		3
4	Matters Arising		
5	Notification of Items of General Business		
6	Conflict of Interest Register		9
7	Health & Safety Report		12
8	Development of the Operational Work Plan		14
9	Angler Notice Review		17
10	Liaison Officers Reports		18
11	Operational Reports		19
	11.1 Management Report		19
	11.2 Finance Report		23
	11.3 Licence Report		38
12	Meeting closes		39

**MINUTES OF THE HAWKE'S BAY FISH AND GAME COUNCIL MEETING  
HELD VIA VIDEOCONFERENCE ON TUESDAY 15 FEBRUARY 2022 AT 6:00PM**

**PRESENT:**

Councillors Bates (Chairman), Lumsden, Bowcock, Melville, Newton, Slavin (Callum),  
Williams

**IN ATTENDANCE:**

Jesse Friedlander (Regional Manager), Carmel Veitch (NZC Accountant)

**1 Welcome (6.00 PM)**

Cr. Bates welcomed everyone to the meeting and informed those in attendance that the meeting would be audio-recorded.

**2 Apologies**

Apologies received from Cr. Duley, Mackay, Slavin (Blair), Niblett

**3 Minutes of the previous meetings (December 2021)**

Cr. Williams did not move that the H&S report be accepted as he was an apology for this meeting. This will be rectified.

*3.1 That having previously been circulated to members, the minutes of the meetings of the Hawke's Bay Fish and Game Council held on 7 December 2021 are a true and accurate record with the above change noted.*  
*Bowcock/Lumsden*

**4 Matters Arising**

It was questioned whether there had been any progress on placing toilets at popular public fishing accesses. Staff have contacted HBRC and are waiting to hear back regarding suitable locations/maintenance arrangements.

**5 Notification of Items of General Business**

- Continuation of HBF&GC governance advisor.

**6 Conflict of Interest Register**

Cr. Newton declared an interest as a director of the National Trout Centre.

**7 Health and Safety Report**

*That Council accepts the health and safety report*  
*Newton/Lumsden*

**8 Finance Report**

Council thanked Carmel for attending the meeting. Cr. Newton questioned figures on **Table 1**. This is expenditure shown against the annual budget.

Carmel provided Council with an overview of the F&G financial system and the new tables in the HB finance report as requested by Council at the previous meeting.

It was suggested that staff investigate alternatives to Zoom to reduce costs. Microsoft Teams or Google Meetings could be used.

At this point, Carmel Veitch exited the video conference and Council thanked her for her attendance.

**6.1 That the payments for November and December 2021 totalling \$94,413.62 be approved.**

November 2021	\$64,591.37
December 2021	\$31,942.46
<hr/> Total	<hr/> \$96,533.83

**6.2 That the Finance Report be accepted for the 2 months ended 31 December 2021.  
Bowcock/Newton**

**8 Council Priorities**

Cr. Newton feels that the priorities need to be narrowed down to focus on a smaller number.

Cr. Bates questioned what everyone's top priorities are. This is the time for councillors to put forward what they are passionate about.

Cr. Newton is particularly interested in education, improving our relationships with iwi and rural NZ and the development of the Game Farm into an educational facility.

Cr. Slavin's top priorities are building/improving habitat, growing opportunities for hunters and anglers, improving access and making more public land available where possible.

Cr. Melville prioritised licence sales and education of anglers and hunters including those who don't have the opportunity to learn from family members. Retaining the resource including access and water quality are also priorities. Maybe some areas of focus such as partnering with predator free organisations could be left to other organisations. We also need to look at justifying our sports. This includes an increased focus around harvesting for food rather than sport.

Cr. Lumsden prioritised the right of licenceholders to fish and hunt including the retention of social licence. Cycleways encroaching on upland game hunting areas is a big issue and is causing safety concerns.

Jesse will formulate this into a draft list of priorities and a draft OWP will be presented to Council at the next meeting.

## **9. Anglers Notice**

Hawke's Bay F&GC has tried to simplify regulations over the last twenty years and if there is any way that we could further simplify our fishing regulations, we should do this.

We have some waters with slotting sizes. Are these fit for purpose or do they over-complicate unnecessarily?

- 3.1** *That Council agrees to the consultation process and time frame for considering changes to the 2022/23 Anglers Notice.*
- 3.2** *That Council identifies any issues for further discussion in the initial "Issues and Options" paper to be prepared in April.*

*Williams/Melville*

## **10 Cultural Harvest**

Cr. Mackay has put some points forward via email:

- 1 what's our goal, reduction of numbers, or another form of feeding the family.
- 2 who/how do we educate harvesters to achieve our goal.
- 3 who/ how do we monitor to ensure against over harvest.

This would be a trial and data would be gathered on the harvest. The initial number of eggs authorised for harvest would be small and follow up monitoring on brood numbers carried out.

We need towards better relationships with mana whenua. Potentially this trial could be expanded to include other areas/species at a later stage.

*That Council discusses the paper presented on cultural harvest of swan eggs and approves the cultural harvest of swan egg trial for the 2022 season.*

*Lumsden/Newton*

## **11 Management Report**

Cr. Newton expressed disappointment that the childrens fishing day could not be run during the current covid restrictions. Due to the close contact required and social distancing requirements, it has not been possible to run the event although smaller training events will still be run.

## **12 Licence Sales Report**

*That Council accepts this licence sales report*  
*Bowcock/Lumsden*

### **13      General Business**

Council discussed the employment arrangement of our governance advisor (Sam Robinson) and whether it was still necessary for an advisor to attend every meeting. Agreement that the input of our governance advisor has been extremely valuable and ongoing support would be beneficial as required. Perhaps he could attend every second meeting in future or as required. Cr. Bates will discuss with Sam.

**MINUTES OF THE HAWKE'S BAY FISH AND GAME COUNCIL MEETING  
HELD VIA VIDEOCONFERENCE ON TUESDAY 8 MARCH 2022 AT 6:00PM**

**PRESENT:**

Councillors Bates (Chairman), Duley, Lumsden, Bowcock, Mackay, Newton, Slavin  
(Callum), Slavin (Blair), Williams

**IN ATTENDANCE:**

Jesse Friedlander (Regional Manager)

**1 Welcome (6.00 PM)**

Cr. Bates welcomed everyone to the meeting and informed those in attendance that the meeting would be audio-recorded.

**2 Apologies**

Apologies received from Cr. Niblett

**3 Conflict of Interest Register**

Cr. Newton declared an interest as a director of the National Trout Centre.

**4 Feedback on Draft Fish and Game Structure Review Report**

Council discussed the draft report and the need or otherwise for amalgamation of regions.

Concern was voiced over the lack of tangible benefits of amalgamating regions and the lack of information provided on the financial implications of amalgamations.

Councillors were split on whether there was a need to amalgamate with another region. As the process has started and there will likely be structural change within the organisation, we should provide constructive feedback and shape the outcome as best we can for our licenceholders.

Clarification that the Structure Review Team are only requesting feedback on their report and not other matters such as local representation which were outside the TOR provided to them.

Concern was expressed regarding a potential loss of local people who are connected to local issues.

Council would like the Game Farm to be maintained in Fish and Game ownership and used for the benefit of local licenceholders.

Cr. Lumsden would like to see the results of the Resource Allocation Project. Agreement that there is a lack of detail in the report and we are being asked to make decisions without all the information.

More staff and expertise in specific areas (e.g RMA) will benefit Hawke's Bay and is a potential positive of amalgamating.

Cr. Duley stated that there hadn't been discussion on the report at NZC yet, however there is a general view that the structural change will go through and Fish and Game should make it fit their requirements as best as we can in the interest of licenceholders.

General agreement that of the amalgamation options presented, the option preferred by the Structure Review Team is the most sensible and goes some way towards accounting for income disparities between regions.

Councillors discussed the proposed boundary change. Climatically it would be more logical to change the boundary to form an East Coast region, however This leaves an issue of what to do with Taranaki which is a grant receiving region and so the option of amalgamating the Lower North Island regions may make more financial sense.

The Chair and Manager will draft feedback on the report and send it out to Council to be reviewed. Final feedback will be provided to the Structure Review Team prior to the 17<sup>th</sup> March deadline.



## 6. CONFLICT OF INTEREST REGISTER

Ref: 7.02.01

### 1. Purpose

A standing agenda item to disclose any Councillor (“Member”) Conflict of Interest or potential Conflict of Interest, and record this in the Councillor Conflict of Interest Register.

### 2. Background

The Hawkes Bay Fish and Game Council has developed a policy to deal with Conflicts of Interest and must provide a standing agenda item to allow Councillors to disclose any Conflict or highlight any potential conflict. The “Interest Register” ring binder will be circulated in the first part of each meeting for Councillors to record any interests. The Council should then discuss how it wants to deal with any interest or perceived interest identified.

**Conflict of Interest** (refer s2.7 Governance Policies) means when the member can be shown to have actual bias or apparent bias in respect of a matter<sup>1</sup> i.e.:

- (i) A member can be shown to have actual bias when a member’s decision or act in relation to a matter could give rise to an expectation of financial gain or loss (that is more than trivial) to the member (and/or to the member’s parent(s), child(ren), spouse, civil union partner, de facto partner, business partner(s)/associate(s), debtor(s) or creditor(s)).
- (ii) A member can be shown to have apparent bias when a member’s official duties or responsibilities to the Council in relation to a matter could reasonably be said to be affected by some other interest or duty that the member has.
- (iii) A member’s “interest or duty” includes the interests of that member’s parent(s), child(ren), spouse, civil union partner or de facto partner that may be affected by the matter at issue. It also includes the interests of a person with whom the member has a close, personal relationship where there is a real danger of personal favouritism.
- (iv) There is no Conflict of Interest where the member’s other interest or duty is so remote or insignificant that it cannot reasonably be regarded as likely to influence him or her in carrying out his or her responsibility.

**A potential conflict of interest** (refer s2.8 Governance Policies) arises when:

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<sup>1</sup> “Matter” means:

(i) The Council’s performance of its functions or exercise of its powers as set out in Part 5A of the Conservation Act 1987, subject to the Council’s statutory purpose set out in section 26P(1) of the Conservation Act; or

(ii) An arrangement, agreement, or contract made or entered into, or proposed to be entered into, by the Council.

- (i) There is a realistic connection between the member's private interest(s) and the interest(s) of the Council;
- (ii) The member's other interest could specifically affect, or be affected by, the actions of the Council in relation to a matter;
- (iii) A fair-minded lay observer might reasonably consider that the member's private interest or duty may influence or motivate the actions of the member in relation to a matter; and
- (iv) There is a risk that the situation could undermine public trust and confidence in the member or the Council.

**Conflicts of Interest should be dealt with as follows (refer s1.13 Standing Orders):**

1.13.1 Every member present at a meeting must declare any direct or indirect conflict of interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.

1.13.2 When a conflict of interest arises in respect of a matter, the affected member will:

- (i) not vote on issues related to the matter;
- (ii) not discuss the matter with other members;
- (iii) conform to the majority view of other members present as to whether to be excluded from discussions regarding the matter and/or leave the room when the matter is discussed;
- (iv) not, subject to the discretion of the Chairperson, receive further papers or other information related to the matter.

1.13.3 Where a member can be shown to have a potential conflict of interest, the Council (excluding the affected member) will determine an appropriate course of action, which may include the following:

- (i) applying some or all of the actions applied to a member with a conflict of interest (set out in 1.13.2 i) – iv) above);
- (ii) provide a written explanation outlining why there is no legal conflict of interest that can be made available to all Fish and Game Councils, licence holders and other interested parties.

1.13.4 The conflicted member will be given the opportunity to be heard by the Council on the points raised and the member's submissions will be taken into consideration by the Council.

1.13.5 The minutes must record the declaration and member's subsequent abstention from discussion and voting.

Councillors should take this opportunity to disclose any Conflict of Interest they are aware of now and record it in the circulated Conflict of Interest Register. If during the course of the meeting a conflict or perceived conflict is recognised, then this should be disclosed at that point in time.

**3. Recommendation**

- 3.1 That Councillors disclose any Conflict or potential Conflict of Interest, record it in the Interest Register, and Council agrees on how to deal with any Conflict of Interest raised. The register is to be signed at each meeting by all Councillors regardless of whether Councillors have a conflict of interest or not.**

## 7.0 HEALTH AND SAFETY REPORT

### 1. Background

As part of its commitment to Health and Safety and providing a safe workplace, the Hawkes Bay Fish and Game Council requires a report at each meeting describing:

1. Implementation and adherence to the Health and Safety policy/manual – including H&S as agenda item for staff & ranger meetings;
2. Monitoring and Reporting – in accordance with the Health and Safety plan;
3. Risk Management (identification and treatment) – any new issues or hazards that have arisen and how these have been addressed;
4. Training programme – information sharing and training of staff and volunteers;
5. H&S incidents – near misses or injuries sustained, plus updates on past events;
6. Recommendations.

### 2. February/March 2022 update

#### **1. Implementation and adherence to the Health and Safety Plan**

**Weekly staff meetings have Health and Safety on the agenda as a standard item. Staff are given an opportunity to raise any issues, and as a team we develop a procedure to minimise the risks.**

**‘Tailgate’ forms are used when staff go out on field trips/ranging or when volunteers are assisting.**

#### **2. Monitoring and Reporting**

##### **Work Place Accident Register**

*As at 25 March 2022*

Number of workplace injuries in 2021-2022 year	0
Number of workplace injuries in 2020-2021 year	0
Number of workplace injuries in 2019-2020 year	1
Number of workplace injuries in 2018-2019 year	0

**3. Risk Management (identification and treatment)**

**Tailgate forms are being used by staff when undertaking tasks in the field such as farm visits, duck banding and ranging. These forms identify the risks and hazards associated with different tasks and provide a written record for audit purposes.**

**Visitors to the site are signing in and out in the visitor register and a verbal Health and Safety briefing is given to them before they walk around the site. Staff keep register of those they come into contact with and use Covid Tracer App.**

**Staff have been staggering their office hours in order to reduce the likelihood of us having to shut the office if one staff member tested positive for covid-19. This is reassessed on a weekly basis.**

**4. Training programme**

**No training undertaken during this time.**

**5. H&S incidents**

**No incidents to report.**

**6. Recommendations**

**1. That the Council receive and accept this Health & Safety report.**

## 9.0 DEVELOPMENT OF THE 2022-2023 OPERATIONAL WORK PLAN

Ref: 8.02.01

### 1. Purpose

To consider proposed projects, budgets and performance targets for the 2022-2023 operational work Plan (OWP).

### 2. Background

Operational Work Plans (which come into force on 1 September each year) are developed over several months from February onwards, and involve a review by Council of strategic priorities, core functions, project objectives, allocation of resources, and performance measures. The process may include seeking Council's approval for the submission of applications to the national Contestable Fund to increase bulk funding for specific purposes.

The steps involved in developing the OWP for the 2022-23 year are as follows:

- Council reviews priorities and project themes/areas it wishes to focus on over and above core functions (February Council meeting).
- Council reviews draft projects and budgets excluding internal costs at this (5 April 2022) Council meeting.
- Contestable funding bids and draft regional budgets (revised if necessary following current meeting) submitted to the NZ Council for their consideration at the next meeting on 29/30 April 2022.
- Staff revise projects and resourcing including hours and internal costs to take into account outcomes of the contestable fund bids and circulate second draft of the OWP to Council ahead of its June 2022 meeting.
- Second draft of the OWP considered at the June meeting and projects, budgets and targets reviewed and refined as necessary.
- Penultimate draft of OWP circulated to clubs for comment.
- Club comments considered and incorporated if appropriate into final OWP presented for approval at Council's meeting on 16 August 2022.

### 3. Outcomes from Council's February 2022 Meeting

Council considered the following as priorities for the 2022/23 year:

- Education & Training programmes.
- Development of a wetland educational facility at the Game Farm
- Improving & building better relationships with rural New Zealand.
- Promotion of sports fishing and gamebird hunting to new licence holders
- Right to fish/hunt. The retention of social licence and approval of the general public.

### 4. Direct Costs

Changes to direct costs compared with the 2021/22 financial year are as follows:

Project	2022/23	2021/22	Reason for change
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<b>Species Management Expenditure</b>	<b>\$17,319</b>	<b>\$17,919</b>	Reduction in Lake Tutira budget in line with annual expenditure in previous year.
<b>Habitat Protection &amp; Management</b>	<b>\$13,000</b>	<b>\$15,500</b>	Reduction in RMA costs as beach raking project has finished and RMA contractors paid from contract budget within salaries.
<b>Angler/Hunter Participation</b>	<b>\$11,100</b>	<b>\$13,100</b>	Reduction in cost as newsletters are now sent out in electronic format.
<b>Public Interface</b>	<b>\$17,800</b>	<b>\$16,800</b>	Increased cost due to forecast purchase of promotional gamebird hunting billboard.
<b>Licencing</b>	<b>\$300</b>	<b>\$500</b>	In line with actual expenditure.
<b>Compliance</b>	<b>\$4800</b>	<b>\$3500</b>	Due to increased prosecution costs.
<b>Council</b>	<b>\$2,600</b>	<b>\$3,800</b>	Decrease in costs as we have budgeted for a governance advisor to attend every second meeting.
<b>Planning/Reporting</b>	<b>\$7,900</b>	<b>\$7,450</b>	Slight increase in fixed costs.
<b>Administration</b>	<b>\$310,823</b>	<b>\$310,623</b>	Slight reduction in fixed costs.

#### **5. Overhead Costs**

<b>Project</b>	<b>2022/23</b>	<b>2021/22</b>	<b>Reason for change</b>
<b>Species Management Expenditure</b>	<b>\$68,528</b>	<b>\$80,829</b>	In line with actual hours used in previous financial year.
<b>Habitat Protection &amp; Management</b>	<b>\$37,165</b>	<b>\$33,149</b>	In line with actual hours used in previous financial year.
<b>Angler/Hunter Participation</b>	<b>\$63,901</b>	<b>\$59,400</b>	In order to run further hunting/fishing courses and educational events.
<b>Public Interface</b>	<b>\$44,069</b>	<b>\$47,923</b>	In line with actual hours used in previous financial year.
<b>Licencing</b>	<b>\$13,221</b>	<b>\$12,515</b>	In line with actual hours used in previous financial year.
<b>Compliance</b>	<b>\$22,402</b>	<b>\$18,925</b>	In line with actual hours used in previous financial year.
<b>Council</b>	<b>\$25,707</b>	<b>\$22,161</b>	In line with actual hours used in previous financial year.
<b>Planning/Reporting</b>	<b>\$23,430</b>	<b>\$23,321</b>	In line with actual hours used in previous financial year.
<b>Administration</b>	<b>\$310,823</b>	<b>\$310,623</b>	In line with actual hours used in previous financial year.

#### **8. Resourcing**

Hawkes Bay Region currently (2021-22 OWP year) has a total operational budget of \$368,127.00

Staff have submitted two one-off contestable funding applications for the 2022/23 year, both subject to Council approval:

- 1) \$8398. This is to replace interest income in this year's budget as it has been suggested that interest be taken out of the budget entirely in future years.
- 2) \$2,900. To account for increased fuel costs.

**9. Recommendations**

- 9.1 *That Council considers the draft OWP for 2022-23 and identifies any issues it might have with it.***
- 9.2 *Council approve the Contestable fund bid of \$8,398 to replace interest income forecast for the 2022/23 financial year.***
- 9.3 *Council approve the Contestable fund bid of \$2,900 to account for increased fuel costs for the 2022/23 year.***



## **10. ANGLERS NOTICE REVIEW**

**Ref: 1.07.01**

### **1. Purpose**

To consider changes to the Anglers Notice for the 2022-2023 season.

### **2. Background**

The Anglers Notice review provides an opportunity to amend regional sport fishing regulations. Licence holders and the public are able to submit on issues they may have identified with the current regulations for consideration by Council.

The proposed process for undertaking the review is as follows:

- (i) Advise angling clubs early on that the process is underway and that any suggested changes, and rationale for those changes are welcomed. Notification would include advertising the process on the Hawkes Bay webpage, Facebook page and in the Fish and Game “Reel Life” electronic newsletter.
- (ii) At the February Council meeting, a list of any submissions on the Anglers Notice that have been received at that point will be presented to the Council for discussion. The Council will consider which submissions have merit and warrant further investigation along with any that it might wish to propose. Staff will then produce a preliminary “Issues and Options” paper for distribution to clubs and submitters, and then advertising via electronic media.
- (iii) Prior to the April meeting, Councillors will receive feedback from staff and submitters including any new suggestions in the form of an Agenda item. At the April meeting, all submissions received will be debated and the Council will decide which of these are worthy of further examination. If warranted, a second “issues and Options” paper will be produced and again circulated for consultation. This will include a press release to inform the public along with licence holders who might not be aware of the process taking place.
- (iv) At its June 2022 meeting, Council will receive any additional correspondence arising from the undertakings to date and will finalise the content of the 2022/23 Anglers Notice.

### **3. Initial suggestions**

No submissions have been received.

### **4. Recommendations**

- 4.1 *That Council identifies any issues for further discussion at the June meeting.*

## **12. LIAISON OFFICER REPORTS**

**12.1 REPORT FROM NZ COUNCIL APPOINTEE**

**12.2 OTHER AGENCIES**

## **13. OPERATIONAL REPORTS**

### **13.1 MANAGEMENT REPORT**

#### **SPECIES MANAGEMENT**

##### **1111 Regional Didymo Surveillance**

Didymo sampling was completed during February for both the Ngaruroro and Tutaekuri rivers. Results continue to be negative; the next sampling date will be in April.

##### **1115 Upland / Headwater Fisheries**

Drift diving is scheduled for 30/31 March.

##### **1116 Game Bird Trend Counts**

Trend count flights for black swan and paradise shelduck were completed on 2 February. Counts have been completed from photos and the results will be compiled into a report for Council by August 2022.

##### **1118 Waterfowl Monitoring**

All data from the 2022 banding season has been entered into our database in readiness for the 2022 hunting season band returns.

##### **1119 Predator Control**

Our volunteer predator control group continues to check traps along the Tutaekuri River.

##### **1152 Game Farm Maintenance**

Predator control is ongoing around the Game Farm site.

Lawn mowing contractors continue to keep the grounds tidy and weed spray when necessary. Staff have washed the exterior of the office building and carry out maintenance work as necessary.

##### **Nursery**

The Nursery continues with the support of the Department of Corrections and the Jervoistown Community Biodiversity Group.

##### **1172 Game Bird Regulations**

Printed regulation booklets have been distributed to agents.

##### **1181 Game Bird Control**

Staff have issued 27 permits to disturb/cull for pukeko and one for black swan so far this year.

#### **HABITAT PROTECTION AND MAINTENANCE**

##### **1211 RMA Planning**

A pre-hearing meeting for Tranche 2 water consent submitters is scheduled for 30 March. This will be attended by staff.

Staff organised a meeting with HBRC staff and DOC on 7 March regarding us of our upper rivers by jetboaters. It was agreed that the 5 knot rule above Pakaututu Bridge is inadequate and motorised craft should be banned above this point, as well as above the Taruarau confluence on the Ngaruroro. There appears to be appetite to conduct a plan change from Regional Council prior to the regional plan review and staff are waiting to hear back on the next steps.

#### **1212 Consent Applications**

Staff review weekly consent applications emailed out by HBRC.

#### **1221 Reserves Management**

Staff met with HBRC staff on 10 March at Waitangi to look over last years planting and plan for this year. Release spraying and ground preparation will be undertaken when weather conditions allow.

#### **1231 Maintain and Enhance Game Bird Habitat**

Staff have started the application process with landowners interested in carrying out habitat enhancement during the 2022 year.

### **ANGLER AND HUNTER PARTICIPATION**

#### **1312 Signage**

Staff carried out a full signage inventory throughout the region during February/March. The landowner who allows access on the true left bank of the Tukituki 500m below the Waimarama Bridge has indicated that they wish to limit driving access. Staff have liaised with the landowner and agreed to build a stile over the fence next to the stockyards.

#### **1313 Balloted Stands**

Staff have spent time maintaining balloted stands designated for novice/junior shooters in Pekapeka. Spraying and scrub barring of the sites/accesses has been carried out. The ballot for both stands are now open.

A private land site able to be allocated to a junior/novice hunter has been identified and work on the maimai is scheduled to be completed prior to the season.

#### **1331 Electronic Newsletters**

Staff produced Reel Life newsletters for Feb and March.

#### **1131 Newsletter**

The 2022 gamebird newsletter has been written and will be distributed in electronic form in mid-April this year.

#### **1333 Fish & Game Web Site**

Staff have put up six posts during Feb/March this year covering the following topics:

- Kereru at Game Farm
- Gamebird trend counts
- Pekapeka ballot
- Licences going on sale
- Video on fishing the Ngaruroro

- **March Reel Life newsletter**

We now have **1160** people following our Facebook page

#### **1351 Children's Fishing Programme**

Staff continue to care for approximately 150 Rainbow trout in the holding tanks at the Game Farm, these fish will be used to supply our children's fishing day in August.

#### **1352 Angler/ Hunter Training**

Adam Jerram from the Hastings Freshwater Anglers club ran a fly fishing course on the 22<sup>nd</sup> February for the Hastings Scout Group at the Game Farm.

#### **1353 Angler/Hunter Enquiries**

Staff continue to field enquiries for information from anglers and hunters.

#### **1354 Fishing Competitions**

NZ National Flyfishing competition to be held on the Mohaka River 9-11 April. An application was reviewed and approved by staff.

#### **1361 Fish & Game Club Communications**

Staff have contacted clubs notifying them of pegging days, licences on sale and Pekapeka hunting ballots.

#### **1371 Fish & Game Huts**

Staff have replaced the decking, steps, downpipe and covered veranda at Glenfalls Hut.

#### **1451 Education**

Greenmeadows Primary School have planned a school trip to the Game Farm for the second term of 2022.

### **COMPLIANCE**

#### **1511 Ranging**

Honorary Ranging was suspended during the omicron outbreak, however rangers are now able to carry out fisheries ranging with protocols in place to ensure safety of rangers and anglers.

Staff are currently working on an opening weekend gamebird ranging plan and have contacted Police. We hope to have police support while ranging again this season.

Staff have been in discussion with HBRC and have started the process necessary to get another HBRC employee warranted to carry out Fish and Game compliance. This will further increase our compliance capacity.

### **LICENCING**

#### **1612 Analysis of Licence Information**

See Licence Sales Report for further details.

#### **1614 Increase Licence Sales**

Staff have continued to actively promote Fish and Game licences via Facebook and Reel Life. Staff have endorsed our licence category options through phone calls received and licence agent visits. Information packs that include a complimentary magazine, newsletter, fishing regulations and access pamphlets have been mailed out to potential anglers who have called and visited the office to enquire about Fish and Game.

#### **1621 Licence Agent Support**

Staff continue to support licence agents by providing magazines, pamphlets, licencing information and support as necessary.

### **COUNCILS**

#### **1721 Council**

Council kept informed of relevant national and regional matters as information is available. Reports and Agendas produced, and draft minutes circulated as soon as practicable after the meeting.

### **ADMINISTRATION**

#### **1921 Staff Communications**

Weekly staff meetings held to maintain staff communications, plan operational work and discuss health and safety matters.

#### **1930 Staff House**

Bay roofing was contracted to fix a leak in the staff house roof in during March.

#### **1941 Office Premises**

Office maintained to clean and tidy standard.

#### **1947 Meeting room**

Dale Carnegie Training continue to rent our meeting room regularly.

#### **1991 Vehicle Maintenance**

6 monthly vehicle checks were undertaken on both F&G vehicles in March.

## 13.2 FINANCE REPORT

### 1.0 Purpose

To inform the Council of the year-to-date financial position, approve payments for the months of January and February 2022.

Contained within this report:

Table 1 - Other Income

Table 2 - Profit & Loss to 28 February 2022

Table 3 - Balance Sheet as at 28 February 2022

Table 4 - Aged Receivables Summary as at 28 February 2022

Table 5 - Aged Payables Summary as at 28 February 2022

Table 6 - Hawke's Bay Variance Report to 28 February 2022

Table 7 - Bank Transactions for period 1 January to 31 January 2022

Table 8 - Bank Transactions for period 1 February to 28 February 2022

### 2. YTD Profit and Loss

The Profit & Loss statement for the period ending 28 February 2022 is appended to this report (*Table 2*). The Profit and loss report documents the income and expenditure for the period.

#### Income

##### *Licence Income*

Licence revenue YTD is \$261,044 compared to the annual budget of \$427,281. 61% of the annual target has been achieved. Note only fish licence have been sold YTD and a third of our budget is Game. On table 2 fish licence income is slightly down on YTD. (\$1,301 down) A more up to date and detailed picture of licence sales performance YTD can be found within the licence sales report.

##### *Other Income*

Other Income YTD is \$12,968 (*Table 1*)

Table 1: Other Income	Budget \$	Actual \$	Variance
Sundry	-	-	-
Sale of Predator Traps	-	-	-
Rent - Maize	5,000	2,261	2,739.00
Liberations - Contract	-	-	-
Game Bird Hire Equipment	-	-	-
Legal Funding	-	-	-
Reparations	-	1,391	(1,391.00)
Wetland Landowner Advice	-	-	-
Wetland Plants	-	1,890	(1,890.00)
Walking Access Grant	-	-	-
DVD Sales	-	-	-
Advertising - Newsletter	500	-	500.00
Junior Hunt Sponsorship	-	-	-
Take a Child Fishing	-	-	-
Glenfalls Hut	1,500	1,413	87.00
Fines	-	-	-
Salaries - Contract	-	-	-
Rent - Staff houses	10,400	4,800	5,600.00

Meeting Room Hire	2,000	1,213	787.00
Gain on Sale of Asset	-		-
Game Bird Habitat Grant	-		-
Donations	-		-
<b>Total Other Income</b>	<b>19,400</b>	<b>12,968</b>	<b>6,432.00</b>

Total expenditure year to date to 28 February 2022 was \$200,600 – 42.0% of budgeted expenditure for the year.

### ***Depreciation***

YTD Depreciation is \$11,171.

### ***Species Management***

The expenses reported within the Population monitoring budgets relate to duck bands , electric fencing supplies, morning teas and a thank you gift to Derek Bellamy for waterfowl monitoring.\$1,500.00 to University of Waikato for didymo sample monitoring. Trend Count air fares \$1,182

Species Management spending YTD to 28 February was \$7,177 against a total budget of \$17,919.

### ***Habitat Protection Management***

The expense reported within Habitat Protection Management relate to planning services and investigation for the HBRC Tranche 2 resource consent submission (\$2,430).

Habitat spending YTD to 28 February was \$2,865 against a total budget of \$15,500.

### ***Participation***

Access signs (\$1,350)

Rainbow trout for fish out days and training courses (\$1,117)

Nails for the Glenfalls Hut deck ( \$410)

Participation spending YTD to 28 February was \$6,482 against a total budget of \$13,100.

### ***Public Interface***

Visitor Facility spending for period includes lawn mowing, repair to pump operation ( \$188) power account has been allocated to game farm. (\$209) A bacteria solution was purchased from Eco Solutions for weed and algae control in the ponds ( \$360).

Public Interface spending YTD to 28 February was \$6,738 against a total budget of \$16,800.

### ***Compliance***

The expenses reported within compliance relate to and legal compliance costs.

Compliance spending YTD to 28 Febraury was \$1,203 against a total budget of \$3,500.

### ***Licensing***

The Commission budget includes agent commissions and the fees associated with the Public Online and 0800 sales. \$9,919 YTD is in line with sales reported for the period.

### ***Council***

Expenses were incurred relating to catering and governance.



Council spending YTD to 28 Febraury was \$1,599 against a total budget of \$3,800.

### ***Planning & Reporting***

Audit accounting \$6,850. The YTD total is less due to the end of year accrual reversals.

Planning & Reporting spending YTD to 28 Febraury - \$4,152 against a total budget of \$7,450.

### ***Administration***

- Salaries. YTD \$105,592 – this includes the accrual for Annual Leave.
- Staff Expenses (\$1,602)
- Staff Houses spending was related to NCC rates.
- Office Premises expenditure relates to the usual electricity and cleaning costs, the quarterly rates instalment.
- Office Equipment expenditure relates to the photocopier lease.
- Communications expenses are reported relating to Xero licence fees, telephones, stationery and photocopying.
- General expenses include bank fees.
- Vehicle expenditure relates to fuel for the two vehicles. Staff personal mileage was reimbursed and the monthly SmartTrack fee of \$80 is also recorded each month.

### ***NZ F & G Levy***

Total levy \$12,160 – 50% of budget.

## **3.0 Balance Sheet**

*Table 3* The Balance Sheet as at 28 February 2022.

<b>Cash Position:</b>	\$203,704 (Including donations of \$65,362) as at 28 February 2022.
<b>Debtors:</b>	Outstanding Debtors \$18,421 as at 28 February 2022. ( <i>Table 4</i> ) Eyede being the largest debtor.
<b>Investments:</b>	\$503,720
<b>Employee Costs:</b>	\$9,424 – this relates to the accrual of holiday pay and PAYE outstanding as at 28 Febraury2022

## **4.0 Variance report**

The variance report is shown on *Table 6*.

The figures in this report are taken from the Profit and Loss (Table 2) - however, this report includes the staff hours against budget. The overheads and other revenue are allocated against each project to give an internal cost of the project and a total cost.

The Budget hours include the hours that Eastern has contracted to work for Hawke's Bay. YTD actual staff hours are entered for each project area to provide Council with an overview of the staff time component of the Operational Work Plan.

**5.0 Bank Transactions**

*Tables 7 and 8* show the bank transactions for the period of 1 November 2021 to 31 December 2021, \$64,591.37 and \$31,942.46, respectively.

**6.0 Recommendations**

**6.1** *That the payments for January and February 22 totalling \$88,832.48 be approved.*

<i>January 2022</i>	<i>\$48,407.34</i>
<i>February 2022</i>	<i>\$40,425.14</i>
<i>Total</i>	<i>\$88,832.48</i>

**6.2** *That the Finance Report be accepted for the 2 months ended 28 February 2022.*

# Table 2 Profit and Loss

## Hawke's Bay Fish and Game Council For the 6 months ended 28 February 2022

	JAN 2022	FEB 2022	YTD ACTUAL	YTD BUDGET	TOTAL BUDGET	VARIANCE YTD	VARIANCE YTD %
<b>Income</b>							
<b>Licence Income</b>							
Fish Licence Income	25,389	8,452	260,015	261,316	290,381	1,301	1%
Game Licence Income	17	3	20	-	136,900	(20)	-100%
Non Resident Licence Revenue	184	91	1,009	-	-	(1,009)	-100%
<b>Total Licence Income</b>	<b>25,590</b>	<b>8,546</b>	<b>261,044</b>	<b>261,316</b>	<b>427,281</b>	<b>272</b>	<b>0%</b>
Other Income	1,166	2,580	13,918	10,609	22,191	(3,309)	-24%
<b>Total Income</b>	<b>26,756</b>	<b>11,126</b>	<b>274,963</b>	<b>271,925</b>	<b>449,472</b>	<b>(3,038)</b>	<b>-1%</b>
<b>Operating Expenses</b>							
Depreciation	1,893	1,893	11,171	11,262	22,529	91	1%
<b>1100 SPECIES MANAGEMENT</b>							
1110 Population Monitoring	633	2,866	4,827	9,180	14,500	4,353	90%
1160 Releases	311	-	350	3,319	3,319	2,969	849%
1180 Control	-	-	-	100	100	100	-
<b>Total 1100 SPECIES MANAGEMENT</b>	<b>944</b>	<b>2,866</b>	<b>5,177</b>	<b>12,599</b>	<b>17,919</b>	<b>7,422</b>	<b>143%</b>
<b>1200 HABITAT PROTECTION MANAGEMENT</b>							
1210 Resource Management Act	-	2,430	2,430	-	10,000	(2,430)	-100%
1220 Works & Management	-	-	-	300	1,500	300	-
1230 Assisted Habitat	-	-	435	-	4,000	(435)	-100%
<b>Total 1200 HABITAT PROTECTION MANAGEMENT</b>	<b>-</b>	<b>2,430</b>	<b>2,865</b>	<b>300</b>	<b>15,500</b>	<b>(2,565)</b>	<b>-90%</b>
<b>1300 PARTICIPATION</b>							
1310 Access	-	1,350	1,350	500	2,500	(850)	-63%
1320 Satisfaction Survey	-	-	-	-	500	-	-
1330 Newsletters	-	-	-	500	3,000	500	-
1350 Angler & Hunter Training	1,117	-	2,834	2,600	4,500	(234)	-8%
1360 Club Relations	-	-	-	25	100	25	-

Table 2 Profit and Loss

	JAN 2022	FEB 2022	YTD ACTUAL	YTD BUDGET	TOTAL BUDGET	VARIANCE YTD	VARIANCE YTD %
1370 Fish & Game Huts	-	410	2,298	2,500	2,500	202	9%
<b>Total 1300 PARTICIPATION</b>	<b>1,117</b>	<b>1,760</b>	<b>6,482</b>	<b>6,125</b>	<b>13,100</b>	<b>(357)</b>	<b>-6%</b>
<b>1400 PUBLIC INTERFACE</b>							
1440 Public Promotions	-	-	-	-	1,000	-	-
1450 Visitor Facility	1,049	1,423	6,738	10,250	15,800	3,512	52%
<b>Total 1400 PUBLIC INTERFACE</b>	<b>1,049</b>	<b>1,423</b>	<b>6,738</b>	<b>10,250</b>	<b>16,800</b>	<b>3,512</b>	<b>52%</b>
<b>1500 COMPLIANCE</b>							
1510 Ranging	-	-	32	1,000	2,000	968	3,013%
1520 Ranger Training	-	-	-	1,000	1,000	1,000	-
1530 Compliance/Prosecutions	-	-	1,171	-	500	(1,171)	-100%
<b>Total 1500 COMPLIANCE</b>	<b>-</b>	<b>-</b>	<b>1,203</b>	<b>2,000</b>	<b>3,500</b>	<b>797</b>	<b>66%</b>
<b>1600 LICENSING</b>							
1620 Agent Servicing	-	-	82	125	500	43	53%
1630 Commission	884	292	9,919	11,760	19,228	1,841	19%
<b>Total 1600 LICENSING</b>	<b>884</b>	<b>292</b>	<b>10,001</b>	<b>11,885</b>	<b>19,728</b>	<b>1,884</b>	<b>19%</b>
<b>1700 COUNCILS</b>							
<b>1720 Council Meetings</b>							
Council Meeting Expenses	-	-	699	1,250	2,000	551	79%
Other Council Expenses	-	-	900	900	1,800	-	-
<b>Total 1720 Council Meetings</b>	<b>-</b>	<b>-</b>	<b>1,599</b>	<b>2,150</b>	<b>3,800</b>	<b>551</b>	<b>34%</b>
<b>Total 1700 COUNCILS</b>	<b>-</b>	<b>-</b>	<b>1,599</b>	<b>2,150</b>	<b>3,800</b>	<b>551</b>	<b>34%</b>
<b>1800 PLANNING/REPORTING</b>							
1830 Reporting/Audit	-	-	4,152	4,358	7,350	206	5%
1840 National Liaison	-	-	-	100	100	100	-
<b>Total 1800 PLANNING/REPORTING</b>	<b>-</b>	<b>-</b>	<b>4,152</b>	<b>4,458</b>	<b>7,450</b>	<b>306</b>	<b>7%</b>
<b>1900 ADMINISTRATION</b>							
1910 Salaries	24,949	15,904	105,592	122,536	245,079	16,944	16%
1920 Staff Expenses	264	84	1,602	2,988	11,500	1,386	87%

Table 2 Profit and Loss

	JAN 2022	FEB 2022	YTD ACTUAL	YTD BUDGET	TOTAL BUDGET	VARIANCE YTD	VARIANCE YTD %
1930 Staff Houses	156	-	779	1,312	6,500	533	68%
1940 Office Premises	46	330	2,729	4,398	8,944	1,669	61%
1950 Office Equipment	120	120	720	1,410	2,900	690	96%
1960 Communications/Consumables	585	537	6,035	4,960	12,100	(1,075)	-18%
1970 General	38	30	1,662	430	7,300	(1,232)	-74%
1980 General Equipment	-	-	1,520	1,250	2,500	(270)	-18%
1990 Vehicles	1,959	609	6,253	5,250	13,800	(1,003)	-16%
<b>Total 1900 ADMINISTRATIONS</b>	<b>28,116</b>	<b>17,614</b>	<b>126,892</b>	<b>144,534</b>	<b>310,623</b>	<b>17,642</b>	<b>14%</b>
NZ F&G Levy	12,160	-	24,319	24,320	48,638	1	0%
<b>Total Operating Expenses</b>	<b>46,163</b>	<b>28,278</b>	<b>200,600</b>	<b>229,883</b>	<b>479,587</b>	<b>29,283</b>	<b>15%</b>
<b>Net Profit</b>	<b>(19,407)</b>	<b>(17,152)</b>	<b>74,363</b>	<b>42,042</b>	<b>(30,115)</b>	<b>(32,321)</b>	<b>-43%</b>

# Table 3: Balance Sheet

## Hawke's Bay Fish and Game Council As at 28 February 2022

	28 FEB 2022	31 AUG 2021
<b>Assets</b>		
<b>Bank</b>		
Westpac Call Account	133,656.99	118,606.69
Westpac Current Account	4,655.22	2,331.57
Petty Cash & Licence Float	30.00	30.00
Donation Account	65,361.64	65,200.74
<b>Total Bank</b>	<b>203,703.85</b>	<b>186,169.00</b>
<b>Current Assets</b>		
<b>Debtors &amp; prepayments</b>		
Accounts Receivable	18,420.42	6,117.85
Interest Accrued & Prepayments	-	1,366.79
GST	-	7,757.91
<b>Total Debtors &amp; prepayments</b>	<b>18,420.42</b>	<b>15,242.55</b>
Investments	504,570.67	503,172.56
Farmlands Shares	1,835.00	1,835.00
<b>Total Current Assets</b>	<b>524,826.09</b>	<b>520,250.11</b>
Fixed Assets	412,264.82	419,711.77
<b>Total Assets</b>	<b>1,140,794.76</b>	<b>1,126,130.88</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Creditors and accrued expenses</b>		
Accounts Payable	7,244.34	25,348.37
Accrued Expenses	4,264.40	35,374.80
Income in Advance	23,811.00	25,760.00
GST	999.32	-
Game Bird Habitat Trust	4.00	-
Westpac Credit cards	127.64	2,170.79
<b>Total Creditors and accrued expenses</b>	<b>36,450.70</b>	<b>88,653.96</b>
Employee costs payable	9,424.34	16,920.07
Rounding	0.05	-
<b>Total Current Liabilities</b>	<b>45,875.09</b>	<b>105,574.03</b>
<b>Total Liabilities</b>	<b>45,875.09</b>	<b>105,574.03</b>
<b>Net Assets</b>	<b>1,094,919.67</b>	<b>1,020,556.85</b>
<b>Equity</b>		
<b>Accumulated Funds</b>		
Accumulated Funds	854,612.76	792,711.21
Current Year Earnings	74,362.82	61,901.55

Table 3: Balance Sheet

	28 FEB 2022	31 AUG 2021
Transfer To/From Reserves	(2,638.59)	(1,629.59)
<b>Total Accumulated Funds</b>	<b>926,336.99</b>	<b>852,983.17</b>
<b>Dedicated Reserves</b>		
Asset Replacement Reserve	42,595.00	42,595.00
Back Country Fisheries Reserve	60,786.94	59,777.94
Hawke's Bay Pheasants Unlimited	1,610.89	1,610.89
River/Water Quality Donations	63,589.85	63,589.85
<b>Total Dedicated Reserves</b>	<b>168,582.68</b>	<b>167,573.68</b>
<b>Total Equity</b>	<b>1,094,919.67</b>	<b>1,020,556.85</b>

**Table 6 : Region: Hawkes' Bay to 28 Feb 2022**

**2021/22 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME**

Schedule B		EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		NET COST		NET COST	
Code	Project	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Variance	%
1110	Population Monitoring	\$ 14,500	\$ 4,827	537	1,029	\$ 62,819	\$ 29,851	\$ -	\$ -	\$ 77,319	\$ 34,878	\$ 42,641	\$ 44.9		
1120	Harvest Assessment	\$ -	\$ -	206	0	12,576	1,558	\$ -	\$ -	12,576	1,558	11,018	12.4		
1130	Fish Salvage	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
1140	Hatchery Operations	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
1150	Game Farm	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
1160	Liberations	\$ 3,319	\$ 350	14	20	1,221	779	\$ -	\$ -	4,540	1,129	3,411	24.9		
1170	Regulations	\$ -	\$ -	23	24	1,465	1,280	\$ -	\$ -	1,465	1,280	185	87.3		
1180	Control	\$ 100	\$ -	26	45	2,747	1,419	\$ -	\$ -	2,847	1,419	1,428	49.8		
	<b>TOTAL - SPECIES MANAGEMENT</b>	\$ 17,919	\$ 5,177	627	1,324	\$ 80,829	\$ 34,887	\$ -	\$ -	\$ 98,748	\$ 40,064	\$ 58,684	40.6		
1210	RMA	\$ 10,000	\$ 2,430	140	393	23,992	7,762	\$ -	\$ -	33,992	10,192	23,800	30.0		
1220	Works & Management	\$ 1,500	\$ -	7	35	2,137	389	\$ -	\$ -	3,637	389	3,247	10.7		
1230	Assisted Habitat	\$ 4,000	\$ 435	94	115	7,021	5,202	\$ -	\$ 3,281	11,021	2,556	8,664	21.4		
1240	Assessment	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
1250	Legal Expenses Reimbursed	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
	<b>TOTAL - HABITAT PROTECTION &amp; MAN</b>	\$ 15,500	\$ 2,865	240	543	\$ 33,149	\$ 13,354	\$ -	\$ 3,281	\$ 48,649	\$ 12,938	\$ 35,712	26.6		
1310	Access	\$ 2,500	\$ 1,350	29	120	7,326	1,614	\$ -	\$ -	9,826	2,964	6,862	30.2		
1320	Satisfaction Survey	\$ 500	\$ -	21	30	1,831	1,168	\$ -	\$ -	2,331	1,168	1,163	50.1		
1330	Newsletters	\$ 3,000	\$ -	128	195	11,905	7,122	500	\$ -	14,405	7,122	7,283	49.4		
1340	Other Publications	\$ -	\$ -	2	40	2,442	83	\$ -	\$ -	2,442	83	2,358	3.4		
1350	Training	\$ 4,500	\$ 2,834	128	408	24,908	7,122	\$ -	\$ -	29,408	9,956	19,452	33.9		
1360	Club Relations	\$ 100	\$ -	9	55	3,358	473	\$ -	\$ -	3,458	473	2,985	13.7		
1370	Huts	\$ 2,500	\$ 2,298	88	125	7,631	4,869	1,500	\$ -	8,631	5,754	2,878	66.7		
	<b>TOTAL - ANGLER &amp; HUNTER PARTICIP</b>	\$ 13,100	\$ 6,482	404	973	\$ 59,400	\$ 22,451	\$ 2,000	\$ 1,413	\$ 70,500	\$ 27,520	\$ 42,980	39.0		
1410	Liaison	\$ -	\$ -	28	70	4,273	1,558	\$ -	\$ -	4,273	1,558	2,715	36.5		
1420	Communication	\$ -	\$ -	4	40	2,442	223	\$ -	\$ -	2,442	223	2,219	9.1		
1430	Advocacy	\$ -	\$ -	13	40	2,442	723	\$ -	\$ -	2,442	723	1,719	29.6		
1440	Public Promotions	\$ 1,000	\$ -	24	30	1,831	1,335	\$ -	\$ -	2,831	1,335	1,496	47.2		
1450	Visitors/Education	\$ 15,800	\$ 6,738	262	605	36,934	14,578	5,000	\$ 2,261	47,734	19,055	28,680	39.9		
	<b>TOTAL - PUBLIC INTERFACE</b>	\$ 16,800	\$ 6,738	331	785	\$ 47,923	\$ 18,417	\$ 5,000	\$ 2,261	\$ 59,723	\$ 22,894	\$ 36,829	38.3		
1510	Ranging	\$ 2,000	\$ 32	62	205	12,515	3,422	\$ -	\$ -	14,515	3,454	11,061	23.8		
1520	Ranger Training	\$ 1,000	\$ -	5	50	3,052	278	\$ -	\$ -	4,052	278	3,774	6.9		
1530	Compliance	\$ 500	\$ 1,171	33	55	3,358	1,836	\$ -	\$ -	3,858	3,007	851	78.0		
	<b>TOTAL - COMPLIANCE</b>	\$ 3,500	\$ 1,203	100	310	\$ 18,925	\$ 5,536	\$ -	\$ -	\$ 22,425	\$ 6,739	\$ 15,686	30.1		
1610	Licence Production	\$ -	\$ -	62	115	7,021	3,450	\$ -	\$ -	7,021	3,450	3,571	49.1		
1620	Agent Servicing	\$ 500	\$ 82	40	90	5,494	2,226	\$ -	\$ -	5,994	2,308	3,687	38.5		
1630	Agent Payments	\$ -	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0		
	<b>TOTAL - LICENSING</b>	\$ 500	\$ 82	102	205	\$ 12,515	\$ 5,675	\$ -	\$ -	\$ 13,015	\$ 5,757	\$ 7,258	44.2		
1710	Council Elections	\$ -	\$ -	0	30	1,831	\$ -	\$ -	\$ -	1,831	\$ -	1,831	0.0		
1720	Council Meetings & Expenses	\$ 3,800	\$ 1,599	215	333	20,329	11,963	\$ -	\$ -	24,129	13,562	10,568	56.2		
	<b>TOTAL - COUNCILS</b>	\$ 3,800	\$ 1,599	215	363	\$ 22,161	\$ 11,963	\$ -	\$ -	\$ 25,961	\$ 13,562	\$ 12,399	52.2		
1810	Management Plan	\$ -	\$ -	3	10	610	167	\$ -	\$ -	610	167	444	27.3		
1820	Annual Planning	\$ -	\$ -	20	112	6,837	1,113	\$ -	\$ -	6,837	1,113	5,725	16.3		
1830	Reporting - Auditing	\$ 7,350	\$ 4,152	98	200	12,210	5,425	\$ -	\$ -	19,560	9,577	9,983	49.0		
1840	National Liaison	\$ 100	\$ -	34	60	3,663	1,892	\$ -	\$ -	3,763	1,892	1,871	50.3		
	<b>TOTAL - PLANNING/REPORTING</b>	\$ 7,450	\$ 4,152	155	382	\$ 23,321	\$ 8,596	\$ -	\$ -	\$ 30,771	\$ 12,748	\$ 18,022	41.4		



**Table 6 : Region: Hawkes' Bay to 28 Feb 2022**

**2021/22 YTD REPORT OF VARIANCES BETWEEN BUDGET AND ACTUAL EXPENDITURE AND INCOME**

		\$ 78,569	\$ 28,298	4,885	2,173	\$ 298,223	\$ 120,879	\$ 7,000	\$ 6,955	\$ 369,792	\$ 142,222	\$ 227,570	38.5
		EXTERNAL COSTS		NETABLE INCOME		NET COST		NET COST		NET COST		Variance	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	NET COST	%
<b>OVERHEADS</b>													
1910	Salaries	\$ 245,079	\$ 105,582			\$ -	\$ -	\$ -	\$ -	\$ 245,079	\$ 105,582	\$ 139,487	43.1
1920	Staff Expenses	\$ 11,500	\$ 1,602			\$ -	\$ -	\$ -	\$ -	\$ 11,500	\$ 1,602	\$ 9,898	13.9
1930	Staff Houses	\$ 6,500	\$ 779			\$ 10,400	\$ 4,800	\$ -	\$ -	\$ (3,900)	\$ (4,021)	\$ 121	103.1
1940	Office Premises	\$ 14,644	\$ 2,729			\$ 2,000	\$ 1,213	\$ -	\$ -	\$ 12,644	\$ 1,516	\$ 11,128	12.0
1950	Office Equipment	\$ 2,900	\$ 720			\$ -	\$ -	\$ -	\$ -	\$ 2,900	\$ 720	\$ 2,180	24.8
1960	Communications/Consumables	\$ 12,100	\$ 6,035			\$ -	\$ -	\$ -	\$ -	\$ 12,100	\$ 6,035	\$ 6,065	49.9
1970	General	\$ 1,600	\$ 1,662			\$ -	\$ -	\$ -	\$ -	\$ 1,600	\$ 1,662	\$ (62)	103.9
1980	General Equipment	\$ 2,500	\$ 1,520			\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 1,520	\$ 980	60.8
1990	Vehicles	\$ 13,800	\$ 6,253			\$ -	\$ -	\$ -	\$ -	\$ 13,800	\$ 6,253	\$ 7,547	45.3
	Administration	\$ 310,623	\$ 126,892			\$ 12,400	\$ 6,013	\$ -	\$ -	\$ 298,223	\$ 120,879	\$ 177,344	40.5
<b>Total Overhead Net Cost</b>										\$ 298,223	\$ 120,879		
<b>Total Outputs Staff Hours</b>										\$ 4,885	\$ 2,173		
<b>Internal Cost Per Hour</b>										\$ 61.05	\$ 55.64		
<b>Schedule C</b>													
		EXTERNAL COSTS		HOURS		INTERNAL COST		NETABLE INCOME		NET COST		NET COST	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Variance	%
1	Species Management	17,919	5,177	1,324	627	80,829	34,887	0	0	98,748	40,064	58,684	40.6
2	Habitat Protection & Management	15,500	2,865	543	240	33,149	13,354	0	3,281	48,649	12,938	35,712	26.6
3	Angler & Hunter Participation	13,100	6,482	973	404	59,400	22,451	2,000	1,413	70,500	27,520	42,980	39.0
4	Public Interface	16,800	6,738	785	331	47,923	18,417	5,000	2,261	59,723	22,894	36,829	38.3
5	Compliance	3,500	1,203	310	100	18,925	5,536	0	0	22,425	6,739	15,686	30.1
6	Licensing	500	82	205	102	12,515	5,675	0	0	13,015	5,757	7,258	44.2
7	Councils	3,800	1,599	363	215	22,161	11,963	0	0	25,961	13,562	12,399	52.2
8	Planning, Reporting	7,450	4,152	382	155	23,321	8,596	0	0	30,771	12,748	18,022	41.4
9	Administration												
	Total Overhead Staff Hours			1,600	907								
	TOTAL BUDGET	78,569	28,298	6,485	3,080	298,223	120,879	7,000	6,955	369,792	142,222	227,570	38.5
<b>Licence Income 2021/22</b>		<b>Budget</b>	<b>Actual</b>	Reconciliation:		Less Interest				(2,791)	(751)		
2021/22	Fish licence	290,381	261,024							22,529	11,171		
	Less Commission	(19,228)	(9,919)							0	(200)		
	<b>Net Fish Licence Income</b>	<b>271,153</b>	<b>251,105</b>							0	0		
2022	Game Licence Income	136,900	20							48,638	24,319		
	Less Commission	-	-							(408,053)	(251,125)		
	<b>Net Game Licence Income</b>	<b>136,900</b>	<b>20</b>							0	0		
	Total Licence Income	427,281	261,044							0	0		
	Total Net 2021/22	408,053	251,125			<b>Approved Budget</b>	<b>Surplus/(Deficit) YTD</b>			(30,115)	74,364		

# Licence Sales Report

Ref: 6.01.05

10 March 2022

## 1. 2021-2022 Fish Licence Sales YTD 28 February 2022

1.1 Licence sales for the 2021-2022 season comparison against the 2020-2021 season YTD are summarised in Table one.

1.2 Fish licence sales for the 2021-2022 Season ended 5.4 % below sales of the 2020-21 season results.

1.3 Nationally at the same period the 2021-22 sales are reporting to be 3.4 below sales of the prior season.

### 1.5 **Recommendation**

*Council accepts the licence report*

**Table One Fish Licence Sales 2021-22 vs 2020-21 YTD results to 3 March 20221**

Licence Category	Agency Online	Public Online & Call Centre	Total YTD 2020-21	Agency Online	Public Online & Call Centre	Total YTD 2021-22	Inc/Dec on prior Season
<b>Fish Adult</b>							
Family	212	217	429	198	201	399	-30
Season	646	556	1,202	545	580	1,125	-77
Season Non-Resident	14	13	27	9	13	22	-5
Loyal Senior	152	79	231	155	94	249	18
Local Area Adult	116	103	219	122	97	219	0
Winter Adult	0	0	0	0	0	0	0
Long Break Adult	4	6	10	1	4	5	-5
Short Break Adult	32	81	113	19	68	87	-26
Day	139	285	424	106	280	386	-38
Day Non-Resident	2	15	17	1	9	10	-7
<b>Total Adult</b>	<b>1,317</b>	<b>1,355</b>	<b>2,672</b>	<b>1,156</b>	<b>1,346</b>	<b>2,502</b>	<b>-170</b>
<b>Fish Junior</b>							
Season	100	88	188	88	102	190	2
Season Non-Resident	1	3	4	1	2	3	-1
Day	41	46	87	55	44	99	12
Day Non-Resident	0	0	0	0	0	0	0
<b>Total Junior</b>	<b>142</b>	<b>137</b>	<b>279</b>	<b>144</b>	<b>148</b>	<b>292</b>	<b>13</b>
<b>Fish Child</b>							
Season Non-Resident	1	0	1	0	0	0	-1
Day Non-Resident	0	0	0	0	0	0	0
<b>Total Child</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1</b>
<b>Total Fish</b>	<b>1,460</b>	<b>1,492</b>	<b>2,952</b>	<b>1,300</b>	<b>1,494</b>	<b>2,794</b>	<b>-158</b>
<b>Whole Season Equivalent (LEQ)</b>			2,318			2,192	-126
<b>Variance between Seasons</b>							-5.4%
<b>\$ (excl GST)</b>			\$268,083			\$261,174	-\$6,908

**Summary 2021-2022 Season YTD Actual vs Total Budget**

2021-22 Annual Budgeted FISH LEQs	2,438	100.0%	\$290,381
2021-22 Actual	2,192	89.9%	\$261,174
<b>Variance to budget</b>	-246	-10.1%	-\$29,207

**12 Meeting Closes**