

OTAGO F&G COUNCIL ANNUAL WORK PLAN 2022/23 - Final

Approved: July 21 2022

Yellow denotes links with Council priorities

OUTPUT 1 - SPECIES MANAGEMENT

1110 Population monitoring

Monitor regional fish and game populations to ensure sustainable population trends

Code	Task	Activities (Operational)
1111	Complete annual waterfowl trend counts and report results to Council.	Coordinate aerial flights and report along with other species by February meeting. Report contributes to Game Gazette Notice deliberations. Aerial flights for mallards using established protocol completed and results reported to May meeting. Results distributed via social media and media release written Undertake ground pukeko surveys alongside Shoveler counts in early August using current methodology. Add in additional transects across Otago.
1112	Monitor trout and salmon spawning in priority catchments	Priority given to key Freshwater Management Unit catchments - and Poolburn Res. Monitor Salmon spawning in southern lakes tribs - Priority Wakatipu Tribs. Monitor spawning in Poolburn Res.
1113	Establish long term monitoring method for Southern Lakes fisheries	Conduct an acoustics survey and or gill net surveys in southern lakes (acoustics survey subject to funding) Engage with Wanaka catchment groups an support ongoing eDNA survey programme
1114	Monitor key fisheries	Electric fishing and habitat surveys of Shag river and/or Catlins area Fisheries and habitat surveys in coordination with ORC or catchment groups.

1120 Harvest Assessment

Monitor Game Harvest and Hunter and Angler Success.

	Task	Activities (Operational)
1121	Monitor annual gamebird harvest by hunters via telephone surveys	Coordinate telephone game bird harvest survey during the hunting season.
1122	Conduct creel surveys on Lake Hawea and Poolburn	Conduct creel surveys on Wanaka and Poolburn at a frequency of at least 4/month and at times of peak use.

1140 Hatchery Operations and Fish Transfers

Maintain Trout Supply to Put-and-Take Fisheries

	Task	Activities (Operational)
1141	Rear rainbow trout to supply Otago put-and-take fisheries	Manage hatchery, including stock, feeding and hygiene control for 8000 trout to supply put-and-take fisheries
1161	Maintain Otago put-and-take fisheries by releases in accordance with restocking schedule.	Deliver hatchery raised stock to put and take fisheries around Otago according to approved schedule

1170 Regulations

Set Hunting and Fishing Season Conditions Annually.

	Task	Activities (Operational)
1171	Recommend 2023 draft Game Gazette to Council by November 2022 and forward to NZFGC by 31 January 2023 for Minister's Approval.	Draft Game Gazette report to Council by November 2022 and forward draft Game Gazette after consultation with Southland and CSI Councils to align regulations (amended in the light of trend counts if required) to NZFGC by 31 January 2023 for Minister's Approval.
1172	Report and recommend draft AN to Council by March 2023 after consultation with licenceholders and other stakeholders.	Report to Council on AN by March 2023. Include new pressure sensitive fisheries regulations if sufficiently advanced. Report on Drift Boat use and combined bag limits for southern lakes (as required by Council)

1173	Improve understanding of regulations by licenceholders	Continue to simplify layout of regulations and make App ready
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1180 Gamebird Management and Control

Minimise conflict between game birds and agriculture.

	Task	Activities (Operational)
1181	Log and respond to complaints about game birds on crops and follow up promptly	Respond to complaints within 48 hours where necessary and log and report to project manager on outcomes

OUTPUT 2 - HABITAT PROTECTION & MANAGEMENT

1210 Resource Management Act and Planning

Advocate fish and game habitat protection through resource consent and planning processes so that relevant law, policies and plans reflect OFGC input.

	Task	Activities (Operational)
1211	Screen resource consents and make submissions where necessary.	Undertake meaningful consultation with RMA consent applicants with a view to reaching a resolution on conditions ahead of consent lodgement. Make submissions on consents provided through regional and district councils
1212	Make submissions on fish and game matters including access in all relevant planning processes, and participate in implementation of plan provisions where required.	Make submissions on Regional and District Council plans and policy changes. (NP)
1213	Achieve high level of understanding by other statutory authorities of F&G interests via increased liason and partnerships/MOU's	Regular Staff, CE and Governor interaction with statutory agencies staff, CE's and governors. Pre circulation of key submissions to other stakeholders to find alignment. Move towards agreed outcomes with Aukaha and DoC on freshwater habitat
1214	Manage Contact Energy Lower Clutha Sportsfish Management Plan and its implementation.	Coordination of SFMP by relevant staff member and delivery undertaken by Field staff. Trust established and operational by years end.

1220 Works and Management

Effectively manage wildlife management reserves and F&G wetland reserves.

	Task	Activities (Operational)
1221	Implement works on Council owned or managed reserves including Bullock Creek and Takitakitoa Wetlands	Continue Takitakitoa and Bullock Creek Wetland restoration, monitoring and planting. Begin plant pest removal and revegetation of Bendigo Wetland reserve with priority given to cycle trail margins

1230 Assisted Habitat

Promote habitat protection and/or enhancement on private land with the aim of increasing recreational opportunity.

	Task	Activities (Operational)
1231	Provide prompt advice to landowners on wetland creation and advocacy for habitat protection as required.	Respond to landowner wetland enquiries and arrange site visits within 2 weeks.
1232	Implement Habitat Enhancement and Research Fund programme (funded from HERF) and establish rolling review of developments completed	Applications prepared for Council review and funding. Grant application prepared for indigenous fish project.

OUTPUT 3: USER PARTICIPATION & SATISFACTION

1310 Access

Maintain and improve access for anglers and hunters to Otago's fish and game resources.

	Task	Activities (Operational)
1311	Identify and quantify current angling and hunting access points	Identify and describe all access points in Otago separating these by public land, legal road and private (negotiated access) with priority given to the latter.

1312	Maintain and improve angling and hunting access signage throughout the region.	Survey existing signs and repair or replace as required. Digitise all access points and establish GIS layer for information.
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1320 Satisfaction Surveys

Manage fisheries for angler satisfaction

	Task	Activities (Operational)
1321	Backcountry and Controlled fishery management regime implemented for season.	Ensure Backcountry licencing and Controlled fishery allocation systems are ready ahead of season. Monitor and troubleshoot. Implement Pressure sensitive fishery regime (if agreed)

1330 Newsletters & Licence Sales Promotions

Promote fishing and hunting and licence sales through client communications and advertising

	Task	Activities (Operational)
1331	Prepare pre-fish and game season magazine supplements for distribution in the Fish & Game Magazine Develop and maintain social media communications pathways	Articles prepared before the end of June for Fish mag and the end of Jan for gamebird magazine. Tight focus on helping licenceholders understand our role. At least two posts per week to social media on a variety of issues and opportunities. Build on social media platforms established by regular posts on instagram and other relevant platforms.
1332	Implement (R3) marketing campaigns to retain new and reactivated licenceholders	Promotional campaigns generated and delivered. Priority given to communications with new and reactivated licenceholders and based on channels highlighted in 2021 survey results.

1340 Publications and Client Support

Provide support publications and information for anglers, hunters, the public and licence agents

	Task	Activities (Operational)
1341	Convert all access brochure stock to web friendly digital versions	high resolution scan all access pamphlets and load to new website.
1342	Maintain and update Otago pages of the Fish and Game website and contribute to e-zines	Website information forwarded to NZC for loading or loaded directly on a bimonthly basis. Contribute to monthly ezines.
1343	Increase F&G advocacy at high profile fisheries at peak times	Use of summer intern(s) as information officers at Southern Lakes fisheries during peak times to distribute how-to information and other F&G branded material.

1350 User Training

Encourage participation and improved angling and hunting technique

	Task	Activities (Operational)
1351	Support club, youth group or agent sponsored angling/hunting events.	Attend preseason hunting and angling events and also support club and agent sponsored events.
1352	Hold TAKF events and additional training events targeting novice anglers	Run two TAKF events in Dunedin and one in Central Otago. Also run two introductory spin/softbait clinics
1353	Issue group angling licences to appropriate groups on request and support with loan equipment if required.	Issue group licences and provide supporting material, instruction and equipment if required
1354	Manage novice hunter recruitment based on Fish and Game wetland reserves	Ballot or organise novice hunters to utilise opportunities on Fish and Game wetland reserves

1360 Club & Guide Relations

Maintain liaison with Guides and rod and gun clubs

	Task	Activities (Operational)
1361	Liaise with rod and guns clubs and other shooting organizations	At least 6 visits to Angling and Hunting clubs throughout the year by staff, preferably speaking on F&G matters.
1362	Liaise with guides and professional guiding associations during the year over matters of interest including the guides licence.	Regular contact with guides via email list and produce one pre season newsletter

1363	Engage with organisers of major fishing competitions to ensure data is collected and rules are applied to encourage sustainability of the fishery.	Obtain data and/or attend major competitions, in particular Dunstan, Glenorchy, Luggate, and Hawea. Aim to obtain CPUE and fish data and samples. Summary report to Council including any improvements to be made for data gathering.
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OUTPUT 4 - PUBLIC INTERFACE

1410 Liaison

	Task	Activities (Operational)
1411	At least one meeting at either governor or CE level annually with relevant statutory agencies and other organisations.	At least one meeting at either governor or CE level annually with DoC, Otago University, Otago Conservation Board, Walking Access Commission, Clutha Fisheries Trust, Aukaha, Ngai Tahu and local bodies over fish and game matters.
	Proactively engage with Ngai Tahu with a view to developing a productive ongoing relationship	Not less than two hui with Ngai tahu and Aukaha leadership. Specific hui held on cultural harvest of gamebirds.
1412	Maintain strong connections with Otago catchment groups by regular attendance at meetings and field days.	Attend 90% of catchment group meetings and participate in activities where required.

1420 Communication

Enquiries and complaints received and dealt with promptly.

	Task	Activities (Operational)
1421	Respond to client and public enquiries and complaints promptly	Respond to email enquiries or complaints within 48 hours

1430 Advocacy

Raise public awareness of and support over fish and game issues

	Task	Activities (Operational)
1431	Make at least 40 media releases	Media releases regularly submitted to print media with supporting video content.
1432	Initiate public advocacy and support national advocacy on Access, RMA and Cons Act reform and other central Govt initiatives	Use RMA network of staff to formulate a nationally consistent response to issues or legislative amendments
1434	Engage with stakeholders and other groups on areas of common interest via a communications strategy	Communications strategy, aligned to NZC direction, developed and adopted by Council.

1440 Public Promotions

Support the national campaigns on water and habitat

	Task	Activities (Operational)
1441	Support any national campaigning on rivers lakes or wetlands at a local level.	Contribute to local World Wetlands Day activities. Takitakitoa Wetland Event. Feb 2023

OUTPUT 5 - COMPLIANCE

1510 Ranging

Coordinate activities of rangers in carrying out compliance activities

	Task	Activities (Operational)
1511	Carry out compliance activities with priority given to times of peak angler and hunter use.	Plan and implement peak season ranging including opening weekend game season ranging in Otago. Aim for 15% of adult whole season fish licence holders and 10% game holders contacted annually with a better than 97% compliance

1512	Maintain adequate liaison between rangers and field staff and run ranger activity return system Assess new ranger applications and review status of current rangers annually	Adequate liaison maintained with rangers through personal contact, sub regional meetings, and pre angling and game seasons newsletters. Analysis of ranger activity returns for previous year included in annual report Review based on performance including licence checks, training attendance and assistance with F&G events.
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1520 Ranger Training

Provide rangers with ongoing training relevant to compliance activities

	Task	Activities (Operational)
1521	Conduct regional rangers training course in November 2022 in Cromwell	Organise and deliver a two day ranger training event in Cromwell with one day in the field live ranging. (PvK)

1530 Prosecutions

Prosecutions taken where desirable when fish and game or environmental offences are detected.

	Task	Activities (Operational)
1531	Process offence reports and prepare cases for prosecution action.	Assemble file including offence report and any evidence and confirm prosecution action with CE. Pursue diversions for less serious matters.

OUTPUT 6 - LICENCING**1610 Licence Production & Distribution**

Provide an accessible online licence purchasing facility to the general public via a third party provider

	Task	Activities (Operational)
1611	Closely monitor licence sales including non-resident licence sales	Download and review spreadsheets for sales and revenue and report to two monthly Council meetings

1620 Agent Servicing

Maintain good working relationships with agents and support their sales of licences

	Task	Activities (Operational)
1621	Liaise with licence agents	Produce and distribute two preseason newsletters. Content to include regulations, pricing and category changes. Staff visits to agents where required

OUTPUT 7 - COUNCIL**1710 Council Elections**

Maintain election database and conduct Council election in accordance with regulations.

	Task	Activities (Operational)
1711	No election due but election role to be maintained	Maintain electoral role list

1720 Council Meetings

Provide efficient and effective servicing of the Council

	Task	Activities (Operational)
1721	Hold six council meetings during the year and executive meetings as required.	Organise 6 council meetings, half to be held in locations other than Dunedin. Convene Executive and other committee meetings as required. Generate agenda for meetings, and minutes from meetings, and circulate not less than 7 days in advance. Circulate other material as required.

OUTPUT 8 - PLANNING AND REPORTING**1810 Management/ Strategic Planning**

Develop and maintain resource inventory and database,

	Task	Activities (Operational)
1811	Further develop Sharepoint and migrate electronic files to the cloud.	Transfer documents to Sharepoint and make some available to public via portal

1820 Annual Planning

Fulfil annual planning requirements in a timely manner

	Task	Activities (Operational)
1821	Hold special annual planning meeting in February 2023 and present draft OWP and budget for 2023/2024 by March 2023 meeting.	Organise planning meeting in Dunedin. Generate three year strategic direction. Adjust as necessary.

1830 Annual Reporting

Fulfill annual reporting requirements in a timely manner

	Task	Activities (Operational)
1831	Complete 2021/2022 Audit and Annual Report prior to 2022 AGM	Complete Audit and write statement of service performance and prepare for printing.

1840 National Liaison

Liaise with the NZFGC and other Regional FGC's on fish and game matters.

	Task	Activities (Operational)
1841	Make submissions to NZC (and other regions as required) on policy being developed and on other matters impacting on the Council. Hold Council to Council meeting with one neighbouring region during the year for liaison purposes	Make submissions as required on policy and provide feedback on the licence fee, categories and guides licence. Hold Council to Council meeting with a neighbouring F&G Council
1842	Contribute resources to Fish and Game's national decision-making, projects, sub-committees and working parties as far as possible.	Staff and councillors act as members of national sub-committees and working parties including National Angler Survey, website redevelopment, marketing team and Ministerial review implementation (if required). Maintain involvement with Licence working party