



TARANAKI FISH & GAME COUNCIL

AGENDA PAPERS

COUNCIL MEETING

**SATURDAY
24 AUGUST 2019**

Statutory managers of freshwater sports fish, game birds and their habitats

Taranaki Region

124 Ridgway St, Whanganui 4541, New Zealand. Telephone/Facsimile (06) 345 4908
Email taranaki@fishandgame.org.nz www.fishandgame.org.nz

AGENDA

SATURDAY 24 AUGUST 2019

TO BE HELD AT
SANDFORD EVENT CENTRE
TASMAN STREET, OPUNAKE

COMMENCING AT 10:00AM

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TARANAKI FISH & GAME COUNCIL

MINUTES OF THE MEETING OF THE TARANAKI FISH & GAME COUNCIL, HELD AT THE WAITARA DISTRICT SERVICES & CITIZENS CLUB, 16 QUEEN STREET, WAITARA ON THE 22ND JUNE 2019 COMMENCING AT 10:00AM.

In the absence of the Chairman, Paul Blewman, the Manager called the meeting to order at 10:05 am.

1. PRESENT

Councillors Romon Sargeson, Cory Potroz, David Potroz, Chris Donald, Daniel Gordon, Gerard Karalus and Craig McEwen.

IN ATTENDANCE

Manager Glenn Maclean, Senior Field Officer Allen Stancliff and Secretary Jilli Steedman, National CEO Martin Taylor and members of the Inglewood Rod Gun & Recreation Club Sharron Potroz, Poga Moratti, Jim Donald and Morrie Leathart.

2. APOLOGIES

Apologies were received from John Nancarrow, Chris Bright, Alan Flynn, Paul Blewman, Steve Hugo and Terry Russell.

MOVED SARGESON / KARALUS

THAT THE APOLOGIES RECEIVED BE SUSTAINED
CARRIED

3. RATIFICATION OF ACTING CHAIRMAN IN PAUL BLEWMANS ABSENCE

MOVED C POTROZ / D POTROZ

THAT IN THE ABSENCE OF THE CHAIRMAN, COUNCILLOR CHRIS DONALD ASSUME THE CHAIR FOR THIS MEETING
CARRIED

Councillor Donald accepted and assumed the chair.

4. WELCOME TO GUESTS

The Chairman welcomed National CEO Martin Taylor and visitors from the Inglewood Rod Gun & Recreation Club.

5. CONFLICT OF INTEREST

There were no new conflicts of interest.

6. MINUTES OF THE PREVIOUS MEETING 30TH MARCH 2019

MOVED D POTROZ / C POTROZ

THAT THE MINUTES OF THE PREVIOUS MEETING HELD ON 30TH MARCH 2019 IN WHANGANUI, BE CONFIRMED AS A TRUE AND CORRECT RECORD.

CARRIED.

7. MATTERS ARISING

Councillor Karalus questioned the report of koi carp in the Patea River above the dam. It was noted that this is anecdotal and no photos were taken of the fish caught which was unlikely to have been rudd due to its large size. Allen Stancliff will talk to the Regional Council.

8. AGENDA MANAGEMENT & 5 YEAR STRATEGIC PLAN

Allen Stancliff noted that F&G now has written approval from NPDC for construction of the casting platform and that talks with NPDC regarding installation of updated signage at Lake Mangamahoe are progressing.

9. INTRODUCTION FROM MARTIN TAYLOR, CEO NZ FISH & GAME

Martin Taylor introduced himself to councillors noting his involvement with Fish and Game including 7 years as Councillor and Chairman with Wellington Fish & Game, and his first 18 months as National CEO.

Martin advised councillors of the most recent meeting of the National Council on 7th & 8th June. He noted the establishment of three new sub-committees

- Financial Strategic
- Remuneration Policy
- Licencing

Martin tabled a paper indicating a growing gap between predicted expenditure and revenue if following Fish & Game's current trend. He indicated various ways of preventing the licence price from becoming too high, including savings on licence administration and ways to add value to the licence and possible alternate sources of funding and support for RMA.

He noted the importance of the R3 strategy and marketing designed around follow ups from kids fishing days.

Martin thanked councillors for their time and councillors appreciated Martin's attendance at the meeting.

10. HEALTH AND SAFETY REPORT

MOVED SARGESON / D POTROZ

THAT THE MANAGERS HEALTH AND SAFETY REPORT, BE RECEIVED
CARRIED

11. LICENCE FEE RECOMMENDATION

The manager noted the teleconference held on 16 May to discuss the licence fee recommendation in order to have a council decision to National Council by the deadline of 29 May 2019.

MOVED SARGESSION / C POTROZ

THAT TARANAKI FISH & GAME COUNCIL SUPPORTS;

- THE RECOMMENDED FEE FOR A 2019/20 ADULT WHOLE SEASON SPORTS FISH LICENCE OF \$133 AND \$98 FOR AN ADULT WHOLE SEASON GAME LICENCE (INCLUSIVE OF A \$4 FEE FOR THE GAME BIRD HABITAT STAMP) INCLUSIVE OF GST.
- THE RECOMMENDED FEE OF \$180 FOR AN ADULT NON-RESIDENT WHOLE SEASON LICENCE.

CARRIED

12. 2019/2020 DRAFT ANGLERS NOTICE

The Manager noted that the Retaruke River appears to be recovering and the zero bag limit could be reviewed for next season, depending on the results of an electric fishing survey in December 2019. Councillor Karalus queried the appropriateness of the 4-fish daily bag limit for the Waingongoro River and it was agreed that this be this be considered during preparation of the 2020/2021 Anglers Notice.

MOVED D POTROZ / MCEWEN

THAT TARANAKI FISH & GAME COUNCIL RECOMMEND TO NATIONAL COUNCIL THAT THE DRAFT SCHEDULE 2 FOR 2019 ANGLERS NOTICE BE ADOPTED FOR THE TARANAKI REGION
CARRIED

13. INFRINGEMENT NOTICE POLICY AND PROSECUTION NATIONAL POLICY

Councillors discussed the two policies included in the agenda. It was noted that there will be a significant saving in staff time issuing infringement notices over processing diversion.

MOVED KARALUS / D POTROZ

THAT TARANAKI FISH & GAME COUNCIL SUPPORTS THE;

1. DRAFT INFRINGEMENT COMPLIANCE AND ENFORCEMENT POLICY
2. DRAFT NATIONAL POLICY ON PROSECUTIONS

CARRIED

14. 2019 PARADISE SHELDUCK SUMMER SEASON REPORT

Councillors noted that the summer season is still a useful post moult dispersal tool.

MOVED SARGESON / C POTROZ

THAT THE REPORT ON THE 2019 SPECIAL PARADISE SHELDUCK SEASON, DATED 4TH JUNE 2019, BE RECEIVED

CARRIED

15. FISH AND GAME LICENCE SALES TO 31ST MAY 2019

MOVED SARGESON / GORDON

THAT THE FISH AND GAME LICENCE SALES REPORT TO 31ST MAY 2019, BE RECEIVED.

CARRIED

Break for lunch 12:30

Reconvened 1:00

Members of the Inglewood Rod Gun & Recreation Club left the meeting.

16. NOMINATIONS FOR THE BRUCE MCKENZIE AWARD

Two nominations were tabled at the meeting

17. CHAIRMANS REPORT

The acting chairman noted the high level of staff reporting.

MOVED DONALD / C POTROZ

THAT THE CHAIRMANS VERBAL REPORT, BE RECEIVED

CARRIED

18. NATIONAL COUNCILLORS REPORT

In the absence of National Council appointee Alan Flynn there would be no report on the latest National Council meeting, but it was noted that most of the issues arising were addressed in the National CEO's address in Item 9 of the agenda.

19. WORK PLAN TO 30 MAY 2019 AND BUDGET PROGRESS REPORT TO 30 APRIL 2019

The hatchery operations & the value of volunteers was described to Martin Taylor.

The importance of the Taranaki Freshwater Plan was discussed and that the Taranaki Plan may be the first to be processed following promulgation of the government's changes to the NPS-FW. Councillor Karalus inquired about the outcome of the meeting with sTDC about renewal of consents to take water from Kapuni Stream for Hawera supply.

Councillors discussed the listing by Heritage NZ of the Kaupokonui Glenn Road weir as a Category 1 Heritage Item, which would all but prevent the removal of the weir, which is

a major barrier to fish passage. It was suggested that the Manager write to Martin Taylor who could raise our concerns with the Minister of Conservation.

The redesign of the intake and outlet at Lake Rotomanu was discussed. Councillor David Potroz advised councillors that the Stewart Wetland that has received habitat funding is up for sale and there was discussion about the potential for house construction to adversely affect gamebird hunting opportunity at the wetland.

MOVED MCEWEN / SARGESON
THAT THE WORK PLAN TO 30 MAY 2019 AND BUDGET PROGRESS REPORT TO 30 APRIL 2019 BE RECEIVED
CARRIED

20. PROFIT AND LOSS AND BALANCE SHEET

MOVED D POTROZ / C POTROZ
THAT THE PROFIT & LOSS AND BALANCE SHEET TO 30 APRIL 2019, BE RECEIVED
CARRIED

21. CORRESPONDENCE SCHEDULES

MOVED D POTROZ / SARGESON
THAT THE CORRESPONDENCE SCHEDULE TO 12 JUNE 2019, AS SHOWN ON PAGES 120 - 123, BE RECEIVED
CARRIED

22. GENERAL BUSINESS

The Manager advised that that he was having discussions with local residents about the extent of the closure of the public part of Lake Wiritoa for duck hunting. The National CEO reinforced the need to maintain our social licence.

The Manager also advised the Council that the invasive aquatic weed hornwort had been found in Lake Namunamu and that a recent survey had indicated that the weed had been present for several years. A spraying programme to try to eradicate the weed was being undertaken.

The Field Officer advised that the date for the Lake Rotomanu fishing day is Saturday 19th October

23. NEXT MEETING

The next meeting will be held in Opunake on 24 August 2019.

26. CLOSURE

There being no further business the Chairman closed the meeting at 2.30pm

APPROVED AS A TRUE AND CORRECT RECORD

CHAIRMAN _____

DATE _____

TARANAKI FISH & GAME COUNCIL

The Chairman
Taranaki Fish & Game Council

AGENDA MANAGEMENT

Council should do the following things;

- Review progress with items on the Action List, these items derived from past Council meetings
- Review the Annual Program for Meeting Agendas, and decide if any items should be added/ moved or deleted from this
- Review the Current Agenda and decide on the order of items, the timing requirements for items, any items to be deferred, or any new business to be tabled.

No resolutions should be necessary here, unless to resolve debate on a future course of action. The Minutes will record all issues that Council agrees, and these will be reflected in future Action Lists, Annual Programs, and Agendas as may be appropriate.

Glenn Maclean
Regional Manager
26 July 2019

TARANAKI FISH & GAME COUNCIL

ACTION LIST ARISING FROM COUNCIL DECISIONS

Subject	Responsible	Target Date	Item Update – Actions Required
Reinstatement of sign at Lake Mangamahoe/ erection of fishing platforms	Manager	June 2017	Provided fishing info to NP District Council to see if opportunity to include on a new jointly funded sign. However they refused so will now design our own sign. Council rescinded approval to cut any trees for new angling platform so reviewing exact location of the site.
Explore programme for hunters to undertake predator control	Manager	September 2019	Only received interest from 5 hunters. Looking at doing this on a smaller scale
Jackets for councilors	Manager	April 2019	Ordered August 2019

TARANAKI FISH & GAME COUNCIL
ANNUAL MEETING AGENDA PROGRAM

Meeting	Board	Operational	Statutory	Strategic/Policy
9 February 2019 Raetihi	All Board Items	All Operational Items, to be received	Confirm Game Season Regulations.	Review 5 Year Strategic Plan
30 March 2019 Whanganui	All Board Items	All Operational Items, to be received	Consider Draft 2019/2020 Annual Operational Work Plan & Budget.	
22 June 2019 Waitara	All Board Items.	All Operational Items, to be Received	<ul style="list-style-type: none"> • Fish Season Regs. • Licence fee recommendation 	<ul style="list-style-type: none"> • Nominations for Bruce McKenzie Memorial Award
24 August 2019 Opunake	All Board Items.	All Operational Items, to be Received	<ul style="list-style-type: none"> • Adopt 2019 / 2020 Annual Plan 	<ul style="list-style-type: none"> • Receive nominations for Bruce McKenzie Memorial Award • 2019 Game Season Report
12 October 2019 Stratford	All Board Items.	All Operational Items, to be Received	<ul style="list-style-type: none"> • End of Year Project Reports 	<ul style="list-style-type: none"> • 2020 meeting dates
7 December 2019 Raetihi meeting and AGM	All Board Items.	All Operational Items, to be Received	<ul style="list-style-type: none"> • 2020 Game Gazette Notice 	<ul style="list-style-type: none"> •

2018/19 – 2022/23 Strategic Plan

Approved 30 March 2019

Work Area (why are we undertaking this objective?)	Key Result (what are we actually doing and how this contributes to objective?)	2018/19	2019/20	2020/21	2021/22	2022/23
<p>Advocacy</p> <p>Add value to our licence holders to increase their success and satisfaction and so remain in the sport</p>	<p>Signage</p> <p>Provide anglers with helpful on-site information re access & regulations to make it easier to go fishing</p>	<p>Complete sign replacement schedule</p>	<p>Replace/ erect new signs on rivers and lakes around the region consistent with the priorities identified</p> <p>2 -3 signs replaced per year</p>			
<p>Recruit new licence holders to protect revenue required for effective management and to maintain profile and importance of fish & game resources and their use</p> <p>In the face of an increasing urban population to ensure</p>	<p>New or updated angling and hunting web pages</p> <p>How to and where to go information is readily available, easily understood and up to date to assist licence holders and prospective participants</p>	<p>Complete Lake Mangamahoe information signs</p>	<p>Update and expand Whanganui River information</p>	<p>Review Ruatiti information sign and update as necessary</p> <p>By Aug 2021 identify any changes and agree process to upgrade with other parties</p>		
		<p>Coastal lakes with emphasis on how to catch perch</p>				
		<p>Produce cardboard flyer with guidance re where to find detailed angling information</p>				
		<p>Complete Taranaki Ringplain</p>	<p>Review information and effectiveness of web links identified</p>			<p>Review information and effectiveness of web links annually or when issue</p>

<p><i>hunting & fishing is valued by the general public who recognise that these activities contribute to a better environment and healthy lifestyle and in turn support protecting these resources and the opportunity to participate.</i></p>	<p>Effective use of the Media <i>Maintain positive profile which encourages prospective participants and fosters support and understanding among the general public</i></p>	<p>Children and family fishing days <i>Provide opportunities for children and families to go fishing easily and on an ongoing basis to potentially become lifelong anglers. To engender support for fishing and the activities of Fish & Game among the general public</i></p>	<p>Information</p>	<p>Introduction to duck hunting opportunities in the Taranaki Region <i>Draft text prepared by Aug 2020</i></p>	<p>Review media strategy</p>	<p>Develop and refine facebook and associated Instagram pages <i>Pages in place and actively updated by Aug 2019</i></p>	<p>Explore options for ongoing fishing opportunities for kids and families based on local ponds <i>Identify and explore any options for Stratford by Aug 2020</i> <i>Review options to maximise use of Sattlers Dam by 2021</i></p>		
								<p>Complete Introduction to pheasant hunting in Taranaki Region</p>	<p>Develop fishery in Hawera irrigation pond <i>Release fish in 2018 & 2019, monitor the fishery in autumn 2019</i></p>
								<p>Explore and develop mentoring schemes for hunters and anglers including public instruction/information days</p>	<p>Identify possible options by Aug 2019 Implement most promising option identified by May 2020</p>
								<p>Develop long-</p>	<p>Implement strategy</p>

	<p>Manage hunter behaviour Maximise hunter enjoyment and participation and also general public support so as to minimise the threat to the sport from anti-hunting groups</p>	<p>term strategy to achieve appropriate hunter behaviour</p>	<p>Initial actions in place by May 2020</p>	
<p>Compliance Protect resource sustainability and user experience to maintain licence holder satisfaction</p>	<p>Compliance strategy Make best use of available resources to protect the sports fish & game resource and its use</p>		<p>Review Compliance Strategy</p>	
	<p>Honorary Rangers Safe use of honorary rangers to provide effective compliance coverage across the Taranaki region</p>		<p>Renew ranger warrants for existing rangers Paperwork submitted by Aug 2021</p>	
<p>Habitat management Protecting / improving habitat for sports fish & game is a fundamental and effective means to sustaining the fish & game resource in the interests of licence holders</p>	<p>Taranaki Freshwater Plan Sports fish and game habitat will be protected by effective provisions in this Plan. This will also limit the resources F&G expends on addressing individual consent applications freeing these resources up to be used elsewhere</p>	<p>Actively engage in the process to protect and enhance the interests of Taranaki hunters and anglers</p>		
	<p>Review our long-term approach F&G expend considerable resources actively participating in individual consent processes which are not available to be used</p>		<p>Review strategic approach (to include priorities and time commitments vs outcomes). This is dependent on progress with the Taranaki Freshwater Plan</p>	

<p>Administration Effective and concise</p>	<p><i>elsewhere</i></p> <p>Habitat enhancement Take opportunities by working co-operatively to share knowledge, promote, fund and encourage landowners and groups to improve habitat for the benefit of sports fish and gamebird species and fishing and hunting opportunity</p>	<p>Promote and develop quality wetland and upland game habitats in association with private landowners and other agencies and including by promoting the GBHT and H&H funds</p> <p><i>At least 3 applications to GBHT & H&H fund per year</i></p> <p>Keep up to date with current predator control techniques and operations and actively seek to implement effective programmes as opportunities arise</p> <p><i>Explore hunter interest in participating in programme for Nukumarū wildlife area by May 2019 If sufficient interest implement programme by January 2020</i></p> <p>Promote practical outcomes out of the Mallard Research Project</p> <p><i>Article in 2019 Hunting newsletter</i></p> <p>Orautoha riparian protection works</p> <p><i>Submit funding application April 2019 Complete annual work programmes as per funding application</i></p> <p>Take opportunities to work with community/ iwi groups on habitat improvement projects</p> <p><i>Successfully undertake governance role for Whangāehu Freshwater Improvement Fund Represent F&G in Whanganui in TeAwa Tupua process</i></p>	<p>Establish environmental award</p>	<p>Implement any outcomes of National Council financial review</p>	<p>Simplify operational outputs and coding Provide effective and helpful reporting while minimising</p>
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<p>administrative support which ensures accurate reporting to support sound financial management and efficient use of resources in the best interests of the licence holder and fish & game resource</p>	<p>unnecessary detail and the time and resources this involves which can be used elsewhere</p>					
	<p>New Plymouth and Whanganui offices Provide effective and healthy office space including storage which is also obvious and accessible to our users and the general public</p>	<p>Update Whanganui signage and office interior</p>				
<p>Sports fish monitoring and management To obtain necessary information and undertake effective management actions</p>	<p>Administrative improvements Make best use of new systems and technology to maximise administrative efficiencies and minimise costs so resources are available for use elsewhere</p>					
	<p>Obtain baseline information for key streams To better understand key fisheries and identify threats and opportunities to the maintenance of important angling resources</p>	<p>Report on Waiwhakaiho system</p>	<p>Retaruke River</p>			
	<p>Investigate value of stocking specific streams and lakes To ensure any stocking</p>	<p>Review and refine stocking plan for region</p>	<p>Implement stocking plan</p>			

<p>to sustainably manage sports fish populations across the region so as to foster angler success and satisfaction such that they remain in the sport.</p>	<p>programme is effective in terms of a return to the angler, is socially appropriate and a sound use of what are limited resources</p>	<p>Undertake releases and monitoring of lower Patea River under contract to Trustpower Ltd</p> <p>Meet annual contract obligations</p>	
<p>Investigate opportunities to restore fisheries Some previously important fisheries have declined over time and there maybe opportunities to restore some of these to the benefit of local anglers</p>	<p>Timaru Stream</p> <p>Stony River</p>	<p>[Shaded area]</p>	<p>[Shaded area]</p>
<p>Improve angler access Fundamental to a successful fishery is that anglers need to be able to readily access and utilise the available fish population.</p>	<p>Provide for increased angling access around Lake Mangamahoe through provision of two angling platforms</p> <p>Completion of 1 platform by Aug 2019</p>	<p>[Shaded area]</p>	<p>[Shaded area]</p>
<p>Use of angler surveys and diaries Angler surveys and diaries provide a mechanism to effectively monitor many of the regions fisheries which otherwise would be outside the resources available to F&G. This information is important for assessing angler</p>	<p>Develop angler diary programme</p> <p>Each year continue to promote scheme and encourage anglers to participate, and produce annual report on results.</p>	<p>[Shaded area]</p>	<p>[Shaded area]</p>

	<p>satisfaction, making management responses including regulation setting and also in promoting the importance of the fishery in resource consent and community processes</p>	
<p>Management Plan This statutory requirement formally reflects the aspirations of hunters and anglers and provides high level direction and guidance for management activities and also other statutory plans in the interests of the resource and users</p>	<p>Review Management Plan The Plan is required to be reviewed in whole no later than 10 years after it was approved. Any review will include the opportunity for submissions by hunters and anglers and F&G will also consult with other parties, iwi and agencies as it sees appropriate to ensure the plan is comprehensive, effective and of value.</p>	<p>Review and complete new Management Plan (expires 8 August 2021)</p> <p>2019- 20 begin process by preparing draft and begin consultation with licence holders and other parties</p>

<p>Hatchery Stocking appropriate waterways with trout is an effective way to increase angling opportunity. In particular stocking lakes and impoundments close to urban centres can be highly valued by family and other groups contributing to a healthier lifestyle and enhancing support for fishing and F&G. It is also an important tool to introduce budding anglers to fishing and protecting the licence base</p>	<p>Long-term operation Need to ensure the hatchery operation is an efficient, effective and sustainable approach to meeting the stocking objectives.</p>	<p>Review requirements and options. Will be influenced by stocking studies above, children's fishing day review and also by NP office requirements</p>	<p>Implement decisions</p>		
<p>Gamebird monitoring and investigations To obtain necessary information and undertake effective management actions to sustainably manage gamebird</p>	<p>Mallard Duck monitoring Obtaining an accurate estimate of the duck population annually to set season regulations is fraught with difficulties and is resource intensive. Furthermore the regulation setting timetable means substantial population changes may occur between</p>	<p>Complete Waimarino banding and report on monitoring and management implications.</p>	<p>Implement banding protocol for Whanganui Select and trap first sites 2020</p>		

<p>populations across the region to maximise hunter success and satisfaction so they remain in the sport.</p>	<p>any monitoring and regulation setting and the new hunting season. However potentially hunting mortality may either be negligible, compensatory and/ or naturally reduce when populations are low anyway. An alternative approach if the population is robust & hunting mortality is minor is to focus on maintaining consistent regulations which allow for a reasonable bag and season length at minimal risk to the population. This manages hunter expectations and allows them to invest with some certainty to the future while freeing up management resources</p>	<p>Investigate movement of ducks between high and low country and implications for any monitoring programme</p> <p>Report on initial implications from Waimarino banding project in report above</p>	<p>Complete site selection and undertake full banding 2021 including recovery of bands</p>		<p>Pukeko monitoring Large aggregations of pukeko create problems for landowners and create a hunting opportunity for licence holders. However over much of the regions numbers are very low so it is essential to have sound monitoring information so as to set effective regulations which maximise opportunity while ensuring the sustainability of</p>			<p>Review option of a summer season</p>	
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	<p><i>the regional populations.</i></p> <p>New opportunities <i>There are potentially a number of ways the resource may be supplemented and hunting undertaken. So long as any new approach does not unreasonably impact on other hunters then this another opportunity that maybe valued by a segment of licence holders.</i></p>	<p>Resolve permits to rear, release and disturb</p>	<p>Review criteria/ policy to rear and release upland game</p>	
<p>Promote table qualities of the resource. <i>An important part of the sport for some hunters is the taking of prime food for the table and adds additional value to their sport. Making use of shot game as a natural, healthy food also makes hunting more acceptable to the general public</i></p>		<p>Locate and publicise quality gamebird recipes especially for paradise duck</p>		
<p>Hunter aspirations <i>In order to best manage the resource and opportunities it is essential to understand the aspirations of Taranaki hunters and what they seek from their hunting experience.</i></p>	<p>Survey of aspirations of waterfowl hunters</p>			<p>Re-survey of aspirations of upland game hunters</p>

TARANAKI FISH AND GAME COUNCIL

The Chairman
Taranaki Fish and Game Council

HEALTH AND SAFETY – August 2019

Background

As part of its commitment to Health and Safety and providing a safe workplace the Council requires a report at each meeting detailing the implementation and adherence to the Health and Safety policy and manual including;

1. any new issues or hazards that have arisen and how these have been addressed
2. progress with any ongoing issues
3. outcomes of audits and reviews required in the Health and Safety manual
4. any near misses or injuries and including investigation outcomes and recommendations

Update

1. New issues or hazards	
Potential hazardous material stored in office backyard	Material sealed in bags and in process of being disposed of. Staff to avoid this area until complete
Slipping while wading in waders	SFO added cleats to waders
Vehicle recall - brakes	Both affected vehicles have been taken in and faulty parts upgraded

3. Ongoing issues	
Logging trucks and other heavy traffic on narrow back country roads	Included in vehicle use section in H&S manual and Field HCP
4. Audits , reviews and meetings	
HSE included as agenda item for staff meeting	Staff meeting held 1 August 2019 (Glenn and Allen).
Annual review of Health and Safety Manual	

<p>Self-audit form</p> <p>Annual review of Hazard Control Plans</p> <p>H&S Policy Review</p> <p>Fire extinguisher checks</p> <p>Staff check use of PPE gear by others in the field</p>	<p>Completed July 2019, suggested changes to policy and manual included as agenda item for this meeting. Identified need to include vehicle policy and accident information in each vehicle</p> <p>Completed August 2019 (attached)</p> <p>All up to date</p> <p>Due October 2019, included as an agenda item</p> <p>Completed, 2 replaced</p>
<p>5. Near misses and injuries</p>	
<p>Nil for this period</p>	

Glenn Maclean

Regional Manager

1 August 2019

H&S 2 REGIONAL MANAGER AUDIT CHECKLIST

Record of compliance with TARANAKI F&G Councils HSAW systems, policies and procedures

H&S

√	Action required	Notes - Evidence of Completed
	Policies displayed or Available	Folder on shelf
	Hazard Control Plans current and dated	Regularly reviewed / in folder
	Notes of Manager/H&S Rep meetings	Filed on computer
	H & S minutes posted/mailed to staff	✓
	MSD (Material safety data) sheets	Folder
	Housekeeping/ storage/ yard	Inspected
	First Aid/ Fire Extinguishers checked	Checked - 2 replaced
	Safety Equipment	✓
	Remote Staff OSH/ Policy Information	Folder in NP Office/Hawera hatchery
	Contractors/Volunteers induction	✓
	PPE Safety Equipment checklist	✓
	H&S being promoted to staff	Actively - agenda item every staff meeting

ACC

√		
	Accident Register complete	Yes
	Investigations results fed back	Yes
	Return to work processes and procedures understood and used	Yes
	Evidence of annual review of H&S processes and performance	Manual reviewed for Aug 19 agenda
	Near Miss report	Two reports
	Accident/Injury Prevention Initiatives	Yes
	New Staff/Contractor Induction records	N/A
	Emergency Staff Evacuation drills and training for designated staff	Discussed
	H&S Annual Objectives Progress	Included in annual plan & reported to each Council meeting

Completed By:
Regional Manager

Glen Maclean

Date 1/8/19

TARANAKI FISH AND GAME COUNCIL

The Chairman

Taranaki Fish and Game Council

Health and Safety Policy Review

The Council currently has a comprehensive Health and Safety policy and manual which has been in place since August 2016. This policy is now due for review. At the same time I have also taken the opportunity to review the H&S manual and highlighted some suggested changes in the attached draft. These suggested changes are minor in nature and about clarifying or reflecting our current practices as well as incorporating new information.

That the suggested changes are only minor reflects both our policy of continuous improvement but also that the existing plan is proving an effective instrument to managing our responsibilities under the Health & Safety at Work Act 2015 to provide a safe workplace.

RECOMMENDATION

That Taranaki Fish & Game adopt;

1. The draft Health and Safety Policy on page 2 of the draft Health and Safety Plan August 2019
2. The draft Health and Safety Plan August 2019 so as to address Council responsibilities under the Health and Safety at Work Act 2015

Glenn Maclean

Regional Manager

1 August 2019

HEALTH AND SAFETY PLAN



TARANAKI FISH AND GAME COUNCIL

October 2016

Policy and plan reviewed August 2019



TARANAKI FISH AND GAME COUNCIL HEALTH and SAFETY POLICY

Council Commitment

The Taranaki Fish and Game Council is committed to providing and maintaining a safe and healthy workplace through consultation with staff and by complying with relevant health and safety legislation (Health and Safety at Work Act 2015 and associated regulations), and various New Zealand standards and approved codes of practice. The Council seeks to constantly improve Health & safety standards and procedures.

Scope

This policy applies to all Fish and Game Council workers.

Policy

The Council will, as far as is reasonably practicable, comply with the provisions of legislation dealing with health and safety in the workplace, by:

- providing a safe physical and emotional work environment;
- ensuring a health and safety strategy/plan is in place and that engagement and consultation with staff on the strategy occurs;
- providing adequate facilities and any safety equipment deemed necessary, including ensuring access to and that and ensuring property and equipment is safe to use and workers are not exposed to hazards;
- ensuring there is an effective method in place for identifying, assessing and controlling hazards. This includes the recording and investigating of injuries, and reporting serious harm incidents;
- having a commitment to a culture of continuous improvement.

A Councillor cannot be prosecuted under the HSA Act for failing to comply with his or her duties as each Councillor is a volunteer officer.

The Regional Manager, as an Officer, is also responsible for implementing this policy and therefore must:

- exercise due diligence in accordance with the provisions of the health and safety legislation;
- take all reasonable steps to protect workers, volunteers and visitors in the workplace from unsafe or unhealthy conditions or practices;
- ensure there are effective processes to deal with unacceptable behaviour, such as non-compliance;
- provide information and training opportunities to workers;
- keep Council fully informed;
- advise the Council Chair of any emergency situations as soon as possible.

The Regional Manager, as an officer may be personally liable if they fail to meet or comply with health and safety obligations.

All workers (employees, contractors, and volunteer workers) are expected to play a vital and responsible role in maintaining a safe and healthy workplace through:

- being involved in improving health and safety systems at work;
- following instructions, rules, procedures and safe ways of working;
- reporting any pain or discomfort as soon as possible;
- reporting all injuries, incidents and near misses;
- helping new staff members, trainees, volunteers and visitors to the workplace understand the risks and hazards and why they exist;
- reporting any health and safety concerns or issues through the reporting system;
- keeping the workplace tidy to minimise the risk of any trips and falls;
- wearing protective clothing and equipment as and when required to minimise exposure to workplace hazards;
- take reasonable care for the health and safety of themselves and of others in the workplace.

Workers may be personally liable if they fail to meet or comply with their health and safety obligations.

All others (e.g. visitors) in the workplace must:

- follow all instructions, rules and procedures while in the workplace;;
- report all injuries, incidents and near misses to the Manager;
- wear protective clothing and equipment as an when required to minimise their exposure to hazards.

Signed: _____ (Regional Manager)

Signed: _____ (Chairman)

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SECTION 1: INTRODUCTION

Taranaki Fish and Game Council is committed to maintaining a safe and healthy working environment for the safety and health of all our workers and other persons in our workplace.

It is EVERYONE'S business and every worker is expected to share in the commitment to avoid the risks and accidents which may cause personal injury, property damage or any other type of loss.

Most accidents occur while undertaking routine activities rather than high risk activities - everyone must always consider sSafety in all situations.

This plan is set out to provide you with information to ensure you know what procedures need to be followed in relation to health and safety for everyone in our workplace.

Please take the time to familiarise yourself with our Health and Safety plan. If you have any questions or suggestions on improvement please let ~~your~~ the Regional Manager know.

1.1 POLICY

The Health and Safety policy statement provides workers with a written point of reference about Taranaki Fish and Game Council commitment to Health and Safety. The policy is the first stage in the organisation's Health and Safety plan and includes the following:

- A description of Council and Management's commitment to Health and Safety and ~~their~~ it's place within the culture of Taranaki Fish and Game Councils;
- Council and Management's legal responsibilities under the Health and Safety at Work Act 2015 and the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016;
- The responsibilities of Regional Manager, workers and others in the workplace;
- Reference to training and information;
- Statutory requirements as minimum standards; and
- A culture of continuous improvement processes.

~~The key elements of our Policy are~~ is set out on page 2. This ~~needs to be~~ policy is signed and a copy displayed for all workers to see.

1.2 HEALTH AND SAFETY AT WORK ACT 2015 (HSWA)

The guiding principle of the Health and Safety at Work Act 2015 (HSWA) is that workers and other persons should be given the highest level of protection against harm to their health, safety, and welfare from work risks as is reasonably practicable.

HSWA is the key work health and safety law. It sets out the health and safety duties that must be complied with.

Purpose of the HSWA

To provide for a balanced framework to secure the health and safety of workers and workplaces by:

- protecting workers and other persons against harm to their health and, safety and welfare by eliminating or minimising risks arising from work.
- providing for fair and effective workplace representation, consultation, co-operation, and resolution of issues
- encouraging unions and employer organisations to take a constructive role in promoting improvements in work health and safety practices and assisting PCBUs and workers to achieve a healthier and safer working environment
- promoting the provision of advice, information, education and training in relation to work health and safety
- securing compliance with the Act through effective and appropriate compliance and enforcement measures
- ensuring appropriate scrutiny and review of action taken by persons performing functions or exercising powers under the Act
- providing a framework for continuous improvement and progressively higher standards of health and safety.

Other Legislation/Regulations that needs to be adhered to:

The regulations and information from Worksafe are intended to support businesses to understand what they need to do to comply with the general duties of the Act:

Regulations applicable to Fish and Game:

1. Health and Safety at Work (Worker Engagement, Participation and Representation) Regulations 2016. Worker Engagement, Participation and Representation Regulations 2016;
2. Health and Safety at Work (General Risk and Workplace Management) Regulations 2016. General Risk and Workplace Management Regulations 2016;
3. Employment Relations Act 2000
4. Injury Prevention, Rehabilitation, and Compensation Act 2001
- 5.
6. Electricity Act 1992
7. Transport Accident Investigation Commission Act 1990
8. Smoke-free Environments Act 1990
9. Hazardous Substances and New Organisms Act 1996 (HSNO)
10. Environmental Risk Management Authority www.ermanz.govt.nz
11. Factory and Commercial Premises (First Aid) Regulations 1985
12. Arms Act 1983
13. Maritime Transport Act 1994
14. And all common NZ law.

Approved Codes of Practice

The list below outlines the Approved Codes of Practice that are applicable for Fish and Game. They can be downloaded from: <http://www.business.govt.nz/worksafe/information-guidance/approved-codes-of-practice-acops>

Hazardous Substances: Management of in the workplace.

Noise: in the workplace

Manual Handling

General Safety Guidelines

The following guidelines can be downloaded from:

<http://www.business.govt.nz/worksafe/information-guidance/all-guidance-alphabetical->

listing

Robbery: Guidelines for the Safety of Staff from the Threat of Armed Robbery or Violent Offenders

Computers: Guidelines for uUsing cComputers

Chainsaws: A Guide to sSafety with chainsaws

Machinery: Guidelines for the provision of facilities and general ssafety in machinery

Vehicle or Vessel Operation

Personal Protective Equipment; Guidelines on use and provision

Quad bikes: Guidelines on use of quads and motorbikes

Shift-work: Advice for Employers and Employees

Shotguns: Guidelines on the safe use of shotguns for bird shooting and scaring (in orchards)

Stress: and Fatigue

Legal Documentation required under the Act

Under HSWA there are only two documents that ~~you~~ are legally required to have

- an accident register and
- a list of all of the hazardous substances kept on your business premises.

However, ~~you~~ Council ~~is~~ are required to have a system which identifies and manages the risks created by the work ~~you~~ we do. The system doesn't need to be complex, it just needs to clearly identify the risks, record the steps ~~you~~ we have put in place to manage and communicate the risks.

If a notifiable event occurs, then ~~you~~ we ~~are~~ will be required to keep a record of the event for five years. Notifiable events are those workplace incidents that result in a death, serious injury or serious illness.

Best practice is to maintain all hazard registers, document Health and Safety process's associated with field work (via tailgate forms) and all worker engagement and meetings.

Further Information on the HSWA

For further information see "The Introduction to the Health and Safety at Work Act 2015 (March 2016) - By visiting:

<http://www.business.govt.nz/worksafe/information-guidance/legal-framework/introduction-to-the-hsw-act-2015>

1.3 SUMMARY OF TERMS IN THE HSWA

Duty Holders

There are four types of duty holders that have work health and safety duties:

- Persons conducting a business or undertaking (PCBU)
- Officers
- Workers
- other person at the workplace (e.g. visitors)

Meaning of PCBU

The PCBU is a 'person conducting a business or undertaking'. Taranaki Fish & Game as an Entity is a PCBU.

Primary Duty of Care

The PCBU (Person Conducting a Business or Undertaking) must ensure, so far as reasonably practical, the health and safety of workers, and that other people are not put at risk by its work. This is called the "Primary Duty of Care".

The Primary duty of care is a broad and overarching duty. It includes, but is not limited to, so far as reasonably practicable:

- providing and maintaining a work environment that is without risks to health and safety;
- providing and maintaining safe plant and structures;
- providing and maintaining safe systems of work;
- ensuring the safe use, handling and storage of plant, structures and substances;
- providing adequate facilities for the welfare at work for workers;
- providing any information, training, instruction, or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct for the business or undertaking;
- monitoring the health of workers and the conditions at the workplace for the purposes of preventing injury or illness of workers arising from the conduct of the business or undertaking;
- provide healthy and safe worker accommodation.

PCBU has two duties:

- to **engage** with workers who carry out work for them on health and safety matters that may directly affect them;
- to have practices that give workers reasonable opportunities to participate effectively in improving health and safety in the business or undertaking on an ongoing basis.
(**worker participation practices**)

Officer

An officer includes Councilors and the Regional Manager for Taranaki Fish and Game.

Officers need to exercise due diligence to make sure that the PCBU complies with its health and safety duties.

Persons that have 'Officer' in their job title such as Fish and Game Officer, are NOT deemed an Officer within the definition of the HSWA Act 2015.

Workers

A Worker is an individual who carries out work in any capacity for Fish and Game.

A Worker includes an employee, a contractor or subcontractor, an employee of a contractor or subcontractor, an employee of a labour hire company who is working for Fish and Game, an apprentice or trainee, an outworker, a person on work experience or work trial, a volunteer worker, other persons per section 19 of the HSWA.

An Honorary Ranger or Hawera hatchery volunteer are both considered a Worker within the HSWA (see page 19).

Workers have their own health and safety duties.

Workers must "so far as reasonably practical":

- take reasonable care for their own health and safety;

- take reasonable care that what they do, or do not do, does not adversely affect the health and safety of other persons;
- co-operate with any reasonable workplace health and safety policy or procedure that has been notified to workers;
- comply, so far as reasonably able, with any reasonable instruction given by the PCBU, so the PCBU can comply with HSWA and regulations.

Other Persons at Workplaces

Other persons at workplaces include workplace visitors, public, school groups. Other persons need to:

- take reasonable care for their own health and safety
- take reasonable care that others are not harmed by something they do, or do not do
- comply, as far as they are reasonably able, with the PCBU's reasonable health and safety instructions that are given so that the PCBU can comply with HSWA or regulations

So far as is Reasonably Practicable

The primary duty of care requires the PCBU to ensure the health and safety 'so far as is reasonably practicable'. In this context, something is reasonably practicable if it is reasonably able to be done to ensure health and safety, having weighed up and considered all the relevant matters, including:

- How likely are any hazards or risks to occur?
- How severe could the harm that might result from the hazard or risk be?
- What a person knows or ought to reasonably know about the risk and ways of eliminating or minimising it?
- What measures exist to eliminate or minimise the risk?
- How available and suitable is the control measure?

Definition of a Hazard

HSWA clarifies that "hazard" includes behavior that has the potential to cause death, injury or illness (physical or mental).

Offences & Penalties

Prosecutions and penalties may be applied not only to a PCBU but also an Officer and an individual worker:-

1.4 HEALTH AND SAFETY ANNUAL TIMETABLE

Staff meetings

Staff meetings are to be held two-monthly, and with all staff present (in person or by telephone conference).

Health and Safety will be a permanent agenda item at these meetings.

The staff meeting is ~~the~~ an integral method for staff engagement and becomes the vehicle for staff to discuss, identify and review hazards as well as a place to formulate controls and implement actions for improvement.

~~At e~~Each month at the ~~staff~~ meetings an area will be allocated to review in detail. (refer section 1.8 Hazard Identification and Control)

Health and Safety Policy Review

To be reviewed by Council every 3 years.

OWP and Budget

Fish and Game OWP and Budget will be reviewed annually. Direct costs, hours and training requirements need to be reviewed and provided for as they apply to Health and Safety. This review will take place between February and April each year.

Health and Safety Plan review (this document)

~~This Fish and Game~~ Health and Safety Plan will be reviewed annually. This review will take place between July and August each year, and at other times when required.

Hazard Control Plan Review

A review of all hazards within each hazard control plan (HCP) will be undertaken annually. Refer H&S 1- Annual Hazard and Audit Timetable. In addition, any new hazards identified through a health and safety meeting, tail gate meeting or at any other time will be added to the hazard control plan at the time of identification along with appropriate controls to manage this hazard. Likewise, a new process or piece of machinery will go through the hazard identification process and either be added to the appropriate HCP or a new HCP created (refer H&S 15 for template).

Tailgate Reviews

A review of the site specific hazards (via a Tailgate form – H&S16) relating for example, to a wetland project or planned ranging activity, will be completed before the trip or activity is undertaken. Any new hazards identified through the tailgate form will be added to the relevant hazard control plan.

Training

Training will be undertaken when needed or where legislation requires. The nature of the tasks to be undertaken will determine the training and the timing of training and refresher courses.

Any training that is identified to minimise a hazard will be included on the HCP as a control.

Audits

A regular timetable of Audits needs to be established. Refer H&S 1 - Annual Hazard and Audit Timetable and H&S 2 - Manager Audit Checklist.

1.5 AUDITS AND PLANNED INSPECTIONS

Audits will be undertaken by Workers and Managers as appropriate, noting that with only two field staff including the Manager that they are routinely involved in nearly all work activities anyway. These are timetabled as per Refer H&S 1- Annual Hazard and Audit Timetable.

1. Workplaces will be inspected on a rotating basis (over the course of a year the whole workplace will be covered).
2. An inspection checklist will include general housekeeping matters in addition to all hazards.
3. Any new hazards identified will be incorporated into the relevant HCP and all workers informed.
4. Any new machinery/plant/task will have a hazard assessment undertaken prior to commission.

The Manager may undertake random audits at any time - refer H&S 2 - Manager Audit Checklist.

Audit checklists should be used, signed off and filed when completed.

1.6 REPORTING REQUIREMENTS

Legal Documentation

There are two documents that ~~you~~we are legally required to have:

1. An accident register and
2. A list of all the hazardous substances kept on ~~your~~the premises.

Other Reports/Documentation

1. Minutes of Health and Safety meetings
2. Hazard Control Plans
3. Tailgate forms
4. Audits completed
5. Health and Safety Report for Council Meetings (bi-monthly). This is to include;
 - The status of the audit and review requirements in the Manual
 - Adherence to the Manual
 - Any new issues or hazards that have been identified and how these have been addressed
 - Progress with ongoing issues including resourcing
 - Any near misses or injuries

1.7 WORKER PARTICIPATION IN HEALTH AND SAFETY

Taranaki Fish and Game Council is committed to ensure all workers engage and participate in matters relating to Health and Safety.

In order for efficient use of resources a two tier approach to Health and Safety is being utilised (Regional level and National level).

Two Tier Approach to Health and Safety

Regional

- ~~Two-m~~Monthly meetings to discuss issues relating to health and safety within the workplace. Minutes from these meetings must be taken and circulated to all workers.
- If hazards are identified outside meeting times and require action - these hazards need to be reported immediately to the Manager ~~or Health and Safety coordinator~~ to ensure procedures are put in place to eliminate, ~~isolate~~ or minimise the Hazard and added to the Hazard Register.
- After an incident or near miss, the reporting procedures must be adhered to as per 1.11 Accidents/Incident/Reporting.

National

Staff and management from the North and South Islands are elected to be representatives on the **National Health and Safety Committee**.

The National Health and Safety Committee is part of the national framework to help improve the management of workplace Health and Safety nationally. The National Health and Safety Committee is a forum for collective discussion regarding Health and Safety to:

- comply with the legislation;
- implement a process of continuous improvement;
- Specifically support worker involvement.

See appendix H&S 3 - Roles of the National Health and Safety Committee.

1.8 INFORMATION, TRAINING AND SUPERVISION

Employer Responsibilities

Taranaki Fish and Game Council will take all practicable steps to ensure that every worker who does work, uses plant and equipment, or deals with a substance of any kind is adequately trained and understands the training given for the safe use of all plant and equipment, objects, substances, and protective clothing and equipment they may be required to use or handle, or otherwise is supervised by a person who is qualified to use the plant and equipment and/or substances to ensure the worker will not be harmed or cause harm to another worker.

Taranaki Fish and Game Council will take all practicable steps to ensure workers are given information in a manner that they can reasonably understand, ~~taking into account language, literacy and culture.~~

Worker Responsibilities

Workers have a duty to:

- Protect their own Health and Safety;

- Ensure that they do not act in any way that could bring harm to themselves or any other person;
- To use safe and healthy work practices at all times;
- To use the Personal Protective Equipment (PPE) provided.

If a worker is unsure of ~~whether a any safe method for work practice~~ is safe then the worker must not continue until they seek advice from their supervisor.

Worker Induction

Any new staff member, as part of their induction must be taken through the Health and safety plan and once they have been trained and aware of the hazards they are to sign the H&S 4 - Employee Health and Safety Agreement.

1.9 HAZARD IDENTIFICATION AND CONTROL

Taranaki Fish and Game Council strives to ensure, so far as reasonably practical, the health and safety of workers, and that other people are not put at risk at work. The organisation has in place a regime of regularly assessing risks in places of work (i.e. previously existing, new and potential risks) and regularly reviewing these to see whether these risks are significant and require further Health and Safety action. There is an on-going opportunity for workers, volunteers and employee representatives to be actively involved in identifying and managing risks in the workplace.

Where there is a significant hazard the Council will take all practical steps to **eliminate** the hazards. If elimination is not practical, we will take all reasonable steps to ~~isolate~~ minimise the hazard.

~~Where isolation is impractical,~~ The hazard will be minimised by:

- Good work practices being maintained;
- Workers are properly trained and/or supervised;
- Protective clothing and equipment is provided and used by all workers at all times necessary; and
- If required, and with consent of the worker, worker's health will be monitored in relation to the exposure to the hazard.

Fish and Game Identification Procedure

All workers will be given an opportunity to identify and manage risks/hazards ~~within Fish & Game~~.

1. At any time: To raise new risks at any time they identify such risks
2. Two-monthly staff meetings (or telephone conference call): A permanent agenda item on the monthly staff meeting is Health and Safety – Workers are able to use this to identify any new risks that have developed over the period and or risks that will be associated with the work that is planned for the coming month.
 - a. At every meeting, any hazard identified will be documented with assigned responsibilities and timeframes . Refer H&S 5 – Monthly Health and Safety Minutes. Minutes from this meeting will be distributed to all staff by email. Many hazards identified may already be included on the hazard register and the minutes become a reminder to all workers to be continually focusing on safety at work. The minutes also become a register of maintenance that is

- required around the workplace.
- b. Update the Hazard register as required and make sure all workers are aware of the new Hazards, and incorporate hazards into relevant tailgate forms/Field Safety Plans.
 - c. When a hazard register has been updated, print off the new hazard register and ensure all staff sign off as “read and understood”.
3. Tailgate meetings: Before workers start a new project or task in the field, a tailgate meeting will be held to discuss the risks associated with that project/field work and to refresh workers of the risks. The tailgate form is preprinted and any new hazards identified on site will be added to the tailgate form and signed off by all party members. When back in the office this should be filed.
 4. Audits: There are a number of regular audits that workers/managers have at their disposal. These Audit checks need to be carried out as per the timetable. H&S 1 - Annual Hazard and Audit Timetable and signed off and filed
 5. Review of the Hazard Control Plans: As part of the annual review of each hazard control plan all staff will be included in the review process.
 6. New machinery/equipment is purchased: When **new or modified equipment, material, services or work processes are introduced into the workplace**, it is important that hazards present are identified and controlled appropriately, and added to the appropriate hazard control plan or a new plan developed. (e.g. new machinery that emits fumes or noise).

Procedure for the discovery of a New Hazard

Upon discovery of a new hazard at work:

- Anyone immediately affected by the hazard needs to be informed;
- The hazard is to be Eliminated, ~~Isolated~~ or Minimised - in that order and before work continues
- The hazard and controls will be documented (may be on the Tailgate form)
- Workers are to be informed of any controls implemented;
- The hazard and controls will be recorded in the Hazard Control Plan
- The updated Hazard Register needs to be read and understood by all workers.

1.10 CONTROLLING HAZARDOUS SUBSTANCES

All hazardous materials/chemicals used, stored or handled in the workplace shall be correctly labelled, identifying:

- The hazardous substance
- Appropriate hazard symbols or risk phrases
- Precautions when handling
- Procedures for emergency treatment

Only properly labelled and approved containers will be used for storage and dispensing of hazardous materials. Every substance will have an accompanying, material safety data sheet (MSDs).

Documentation Required

Under the HSWA a list of all of the hazardous substances kept on your business premises must be maintained. Refer HzS 01 - Hazardous Substance Register.

Material safety data sheets shall be made available to end-users and displayed where hazardous substances are stored. A Hazard Substance Register - Refer to HzS 01 - Hazardous

Substance Register will be maintained with the relevant MSDs at each relevant location and kept with all hazardous materials. Suppliers must provide copies of MSDs when supplying products.

Training

All workers using a hazardous substance must either be suitably trained or be supervised by a suitably trained person.

Storage and Spill Plan

For a detailed plan how to store and handle Fuel refer HzS02 - Fuel and Spill Management Plan.

1.11 ACCIDENTS/INCIDENT/REPORTING

It is important that all accidents and near misses are reported to enable Fish & Game to meet its legal responsibilities, to inform others and to identify further controls to minimise or prevent accidents from occurring in the future.

Fish and Game and the HSWA 2015 require:

- All accidents and near misses to be reported;
- An Accident Register is maintained
- ~~—~~
- Notifiable events must be reported to the Regional Manager immediately and as a result Worksafe must be notified.
- ~~An Accident Register is maintained~~

A notifiable event is when the following results as a result of work:

- Death;
- Notifiable illness or injury; or
- Notifiable incident.

Refer H&S 6 - What is a Notifiable Event for details regarding notifiable events.

Accident, injury and incident investigation

Where appropriate and unless directly involved, key employees will investigate accidents as soon as possible in conjunction with the injured party, witnesses and other appropriate personnel. (Refer reporting/recording/investigation flow chart)

The Regional Manager or appointed investigator will complete an investigation within 24 hours of the incident occurring. If deemed necessary (Notifiable events only), external assistance with the investigation may be sought. (Refer H&S 7- Procedures for Notifiable Event)

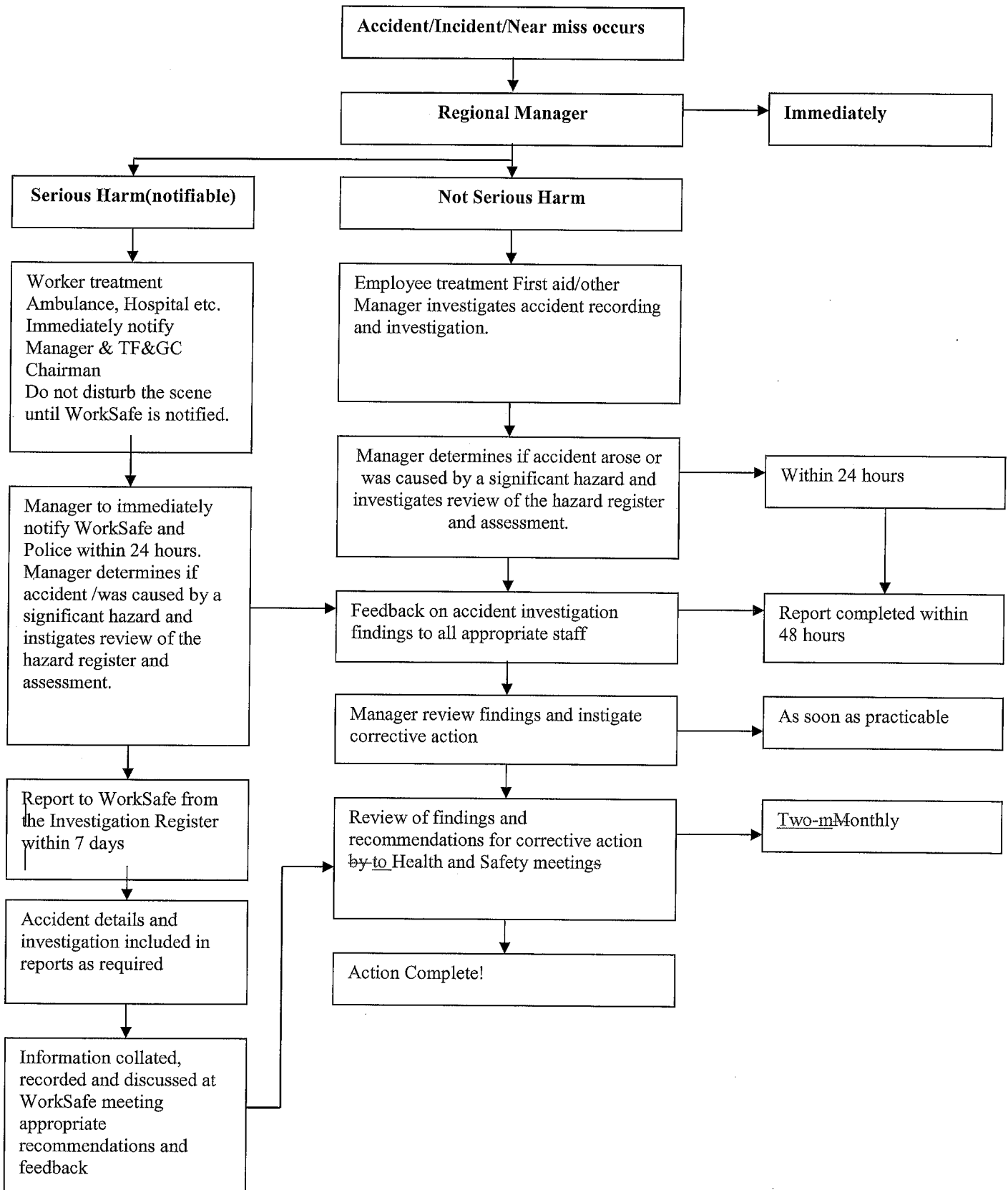
In the event that an investigation is required, the following points must be observed:

- Complete the Investigation as soon as possible. (Refer H&S 8 - Accident Investigation Procedures);
- Be non-judgmental and without blame as this will assist on gaining the correct facts;
- Aim to ensure there is no recurrence of injury;
- Ask questions of the injured party and other witnesses ensure that you understand

- exactly what happened;
- Ensure you record what people have said and the effect on equipment, productivity etc;
 - Once a problem is identified, use the follow process to get all the facts and get to the root cause:
 1. Establish underlying causes.
 - ~~1.2.~~ What controls are in place?
 - ~~2.3.~~ Why didn't they work?
 - ~~3.4.~~ What is now needed for prevention?
 - ~~4.1.~~ Establish underlying causes.
 5. Is there a need to inform, train/retrain workers?
 - ~~6.~~ Find out if the accident was caused by a significant hazard?
 - ~~7.6.~~ Review hazard management plans.
 - ~~8.7.~~ Gather information from the worker maintaining confidentiality.
 - ~~9.8.~~ Feedback on accident investigation findings to all appropriate staff.

Where new hazards are identified as part of the investigation, they must be entered into the Hazard Control Plan. If the cause is from an existing hazard, review the controls within the Hazard Control Plan and update as required.

Accident Reporting/Recording/Investigating Flow Chart



Accident in the Field/Office

In the event of an emergency in the field, evacuation may be required. Dial 111 and if there is no coverage get a team member to travel to coverage, if practicable. In circumstances when there is coverage, make use of the In Reach™ device or activate the PLB.

Motor Vehicle Accident

Refer H&S 9 - Procedures in the Event of a Motor Vehicle Accident.

What Information do I have to give?

Refer H&S 10 - Information required in the Event of a Motor Vehicle Accident.

1.12 SAFETY TO OTHER PERSONS AT FISH AND GAME

"Other Persons" include people on tour of a Fish & Game site and visitors to Fish & Game for meetings or appointments.

On arrival:

- In the absence of a written hazard plan, a verbal briefing of known hazards, work place procedures and safety requirements is to be provided;
- All visitors (other than those who remain in the reception area of the Whanganui or New Plymouth Offices) will sign the on-site register acknowledging that they have been briefed on health and safety matters. Visitors will also sign the register on their departure from the site (H&S 11 - Visitor Register);
- Where a hazard plan exists, visitors will be expected to read it. They will also receive a verbal briefing

1.13 CONTRACTORS AND SUB CONTRACTORS (OTHER PCBU'S)

Taranaki Fish and Game Council are required to manage contractors, sub contractors and visitors to ensure they are not harmed or cause harm to others while undertaking and performing their work. ~~In effect~~ ~~†~~ ~~This means~~ ~~reflects~~ that Taranaki Fish and Game Council have a duty of care and must take reasonable steps to ensure the contractors and their workers are not harmed and do not harm anyone while carrying out their work.

Taranaki Fish and Game Council will engage contractors ~~that~~ who are able to demonstrate a good Health & Safety record and evidence that they are complying with the HSW Act.

As Contractors are considered Workers they also have responsibilities to adhere to the Health and Safety on site. ~~The Regional Managers/CEOs will be~~ is responsible to ensure that a Health and Safety induction for contractors is undertaken at any site.

Approved Contractors

Taranaki Fish and Game Council will ensure contractors meet the following requirements:

- The necessary technical skills;
- A Health and Safety compliance programme in place that is compatible with Fish and Game;
- Can provide Fish and Game with a Health and Safety policies and procedures.

Refer H&S 12 - External Contractors Health and Safety Agreement. This agreement should be sent out to all contractors working with Fish and Game Staff - both on site and in the field.

This letter can be sent out to regular contractors such as electricians and plumbers - once on file this does not need to be updated every time the contractor comes on site.

Consulting with other PCBU's (Contractors)

Taranaki Fish and Game Council will ensure that they consult with contractors to exchange important Health and Safety information about the following:

- Work activities;
- Health and safety risks; and
- Other important health and safety information.

Refer H&S 13 - Contractors Induction Checklist. Use this form when the Contractor comes on site.

1.14 VOLUNTEERS WORKERS

Certain volunteers are classified as volunteer workers.

Honorary Rangers and volunteers at the Hawera Hatchery are considered volunteer workers because:

- Fish & Game knows they are doing the work and have given consent for it to be done;
- the volunteer does the work on an ongoing and regular basis; and
- the work is an integral part of Fish & Game's business.

Fish & Game owe the same duties they owe to workers to volunteer workers (except for worker engagement and participation duties). Volunteer workers may still raise health and safety concerns as with Fish & Game.

Volunteer workers have the same duties as other workers, as described in 1.3 of this plan.

SECTION 2: TARANAKI REGION AND ACTIVITIES

2.1 OVERVIEW OF THE REGION

The Taranaki Fish and Game Council's region runs from Mokau in the north down to Turakina in the south, and includes the Taranaki ring plain across to the western and southern slopes of Mount Ruapehu. Away from the ring plain and coastal margin much of the region is remote, heavily forested with incised rivers and no cell phone coverage.

Key trout fishing resources are concentrated around the ring plain and also in the Waimarino (Ruapehu district), these regions also providing extensive gamebird hunting opportunities along with the coastal margin of Whanganui and inland to west of Taihape.

Taranaki Region is resourced with a Regional Manager/Field Officer and also administrative officer based in Whanganui, and a Field Officer based in New Plymouth. The region also operates a small hatchery at Hawera which is run by volunteers.

Because of the diverse and isolated nature of much of the Region considerable time is spent by Field Officers driving vehicles, and working in wetlands and rivers – often working alone.

Fortunately within the region we do not generally deal with hardened offenders with respect to non-compliance, however this element is present within the wider community.

2.2 FIELD WORK

Field work is a major component of the work undertaken by Regional Fish and Game Councils. Given the challenges posed by working, often alone, ~~in this region~~ then Health and Safety in the field is of paramount importance. All workers must take all reasonable steps to ensure that accidents in the field are minimised, and that all field parties have the equipment and training to cope adequately with any foreseeable situation.

There are many hazards associated with field work that are potentially dangerous. Before embarking on Field work workers are required to;

1. refer to the appropriate Hazard Control Plan/s relating to the work undertaken.
2. Refer to H&S 14 – Procedures for Field Work
3. Complete a tailgate form (H&S 16)
4. Complete an Intentions Form (H&S 17)

Don't take risks. If in doubt don't do it.

2.3 WORKING ALONE

In many situations it is unavoidable for field officers to work alone. Safety is paramount and the following is expected:

- The staff member informs the appropriate person (Office or Designated Person) of their intended itinerary, including location, and expected time of return using H&S 17 – Intentions Form (note Designated Person may be the Staff members partner when working outside normal office hours)
- On return and/or when in Cell phone coverage, the staff member will inform the appropriate person (Office or Designated Person);
- An overdue time should be set, after which procedures to find the staff member will be undertaken - this will include notification to the Regional Manager or designated staff member who will take responsibility for what future action should occur, including potentially contacting the Police and the commencement of search and rescue
- The staff member must carry a cell phone and or the PLB/inReach™ when alone in the field
- A Tailgate form (H&S 16) must be completed before the field work is undertaken and the worker(s) must assess the conditions to ensure his or her safety at all times.

2.4 RANGING

Ranging is one of Fish and Games functions that has potential to cause harm for workers and volunteers. For this reason there is a Fish and Game Ranging Guide and Health and Safety Manual, and also a Ranging Hazard Control Plan specific to the Taranaki Region.

No person may range unless they are warranted and approved to do so and have had the appropriate training (CERT Ranger Safety and Fish and Game ranger training-including field procedures).

No person should put themselves in a situation where there is the recognised potential for harm - seek assistance as required - call for backup from Fish and Game or from the Police.

Where there is known potential for hazardous situations e.g. ranging in known problem areas, ranging in closed water locations and ranging in areas where offences against spawning fish are likely to occur a risk analysis should be undertaken. Minimum measures should involve ranging with at least two staff members and where there is considered a high offender risk – further assistance such as police may be required.

~~Consider use of PPE when appropriate, such as Stab Proof Body Armour (SPBA).~~

2.5 MOTOR VEHICLES

Vehicle travel is a high risk activity. Particular care is to be taken when using vehicles:

- Vehicles are not to be driving driven when drivers are fatigued;
- ATV's/SxS's, TRUCKS AND TRACTORS are not be used without appropriate driver certification/training;
- 4WD vehicles are not to used off road without appropriate training and/or supervision;
- All Vehicles will have a first aid kit and fire extinguisher - it is the responsibility of the person in charge to ensure during the annual audit that these are up to date;

- All road vehicles must comply with the NZ Land Transport Act.
- All vehicles to be maintained as per manufacturers recommendations and kept roadworthy
- A significant risk are other users of backcountry roads in the region – drivers should always drive cautiously and be prepared to stop on these roads.
- All Vehicles will have a Health and Safety folder (~~yet to be completed~~) outlining the policies and procedures.

In the event of an accident refer to H&S 9 – Procedures in the Event of a Motor Vehicle Accident and H&S 10 – Information Required in a Motor Vehicle Accident.

2.6 BOATING

Motorised Vessel:

Only approved and certified skippers may operate motorised vessels. Vessels must be in survey and Maritime NZ approved. All operations must be in accordance with the F & G NZ Maritime Transport Operator Plan (MTO) – which includes a Health and Safety manual and operating procedures.

In the situation of a notifiable event caused by a Boat – Maritime NZ is the regulator.

SECTION 3: OPERATIONAL PLANS AND PROCEDURES

3.1 EMERGENCY CONTACT NUMBERS

Who	Location	Phone
EMERGENCY		111
Taranaki Fish and Game Council	124 Ridgway Street, Whanganui	06 345 4908
F&G New Plymouth Office	3/477A Devon Street East, New Plymouth	06 757 9676
Glenn Maclean	Regional Manager	021 270 0231 07 895 9506 (hm)
Allen Stancliff	Senior Field Officer – NP	027 263 9152 06 758 7461 (hm)
Jilli Steedman	Administrative Officer	021 270 0239 06 343 1977 (hm)
Paul Blewman	Chairman	021 775 617 07 854 3342 (hm)
Police		
- New Plymouth	95 Powderham Street, New Plymouth	06 759 5500
- Whanganui	1D Bell Street, Whanganui	06 349 0600
- Ohakune	10 Clyde Street, Ohakune	06 385 0100
Hospital		
- Taranaki Base	David Street, New Plymouth	06 753 6139
- Whanganui	100 Heads Road, Gonville	06 348 1234
- Taumarunui	Kururau Road, Taumarunui	07 896 0020
DML – Keryn	(office alarm)	027 292 8752
NZ Poisons Centre	24 hours a day 7 days a week	0800POISON (0800 764 766)
Worksafe	24 Hours	0800 030 040

3.2 DISPLAY OF SAFETY INFORMATION

Taranaki Fish and Game Council is to ensure all appropriate Health and Safety information is displayed. This includes:

- Organisation Health and Safety Policy (per page 2)
- Health and Safety Plan
- Health and Safety meeting minutes (these are emailed to each staff member following each meeting)

This also includes signage relating to:

- First aid kits
- Accident Register
- Emergency exits
- Emergency procedures/wardens
- Fire extinguishers (type and use)
- Chemical storage (if any)

3.3 EMERGENCY EVACUATION PROCEDURES

Fire, earthquakes, gas leaks, chemical spills, power failures, ~~bomb threats~~ aggressive offenders or visitors ~~and armed hold-ups~~ are all risks that Fish and Game Workers may have to deal with in both the Office and the Field.

In the event of an emergency, the first priority is the protection and safety of all Workers and visitors in the workplace.

Buildings must comply with the Fire Service Act 1975 ("Act") and the Fire Safety and Evacuation of Buildings Regulations 2006.

All buildings must have up to date, approved and working smoke alarms installed.

The Whanganui and New Plymouth offices shall have an evacuation plan along with the Hawera Hatchery. This is a plan that describes how occupants will escape to a place of safety if there is a fire, earthquake or other threat. Refer H&S 18 - Evacuation Plan (under review)

Emergency Services dial 111.

Refer H&S 19 - Emergency Procedures.

3.4 FIRST AID

First Aid Kits

A First Aid Kit must be kept in each Office, and accessible to all workers at all times;

All vehicles shall carry a First Aid Kit (to be maintained by person assigned to that vehicle) and Audit checklist to be completed annually;

Field parties should carry a First Aid Kit, where practical;

All employees are required to attend first aid/CPR training.

3.5 COMMUNICATION DEVICES

All Workers are to have an appropriate communication device accessible to them to ensure reliable communication with the office, a responsible person or emergency services.

Cell Phones

All Field Staff are to carry their cell phone with them. If in an area with cell phone coverage this is to be used to communicate.

In the situation where cell phone coverage is limited or nonexistent, one of the following devices should be used by the Field Staff.

Inreach™ Explorer

Taranaki Fish and Game Council has one registered Inreach™ Explorer satellite communicator (used by Regional Manager). This enables two-way communications, with built-in navigation with waypoints and routing.

Personal Locator Beacons (PLBs)

Taranaki Fish and Game Council has four registered PLB with the National Rescue Coordination Centre (NRCC) (carried by NP Senior Field Officer and 3 active rangers). If activated, the NRCC will know that is Taranaki Fish and Game's PLB and will ring the office and/or registered person to find out who has the device.

If PLB accidentally activated - contact NRCC - 0508 472 269 (0800 4 RCCNZ)

When working in remote areas with no cell phone coverage the Inreach™ Explorer and or the PLB must be taken as a second source of communication. In the event of an emergency involving danger to life these devices must be activated.

3.6 PERSONAL PROTECTIVE EQUIPMENT

Within Health and Safety at Work (General Risk and Workplace Management) Regulations 2016, if Personal Protective Equipment is required to be used to minimise risks to health and safety then Fish and Game will provide the personal protective equipment - unless it has been provided by another PCBU.

Workers have specific responsibilities to:

1. Take all practicable steps to use protective equipment; and
2. Wear the protective equipment that is provided.

When issuing PPE Fish and Game must ensure that:

1. It is suitable for the nature of work;
2. It is of suitable size and fit;
3. It is maintained and repaired; and
4. Workers are adequately trained in wearing/using the PPE.

At all times PPE will meet industry standards/recognized codes of practice.

3.7 MAINTENANCE OF EQUIPMENT

- All equipment owned and used by Fish and Game workers must be maintained in a safe and sound condition;
- Equipment should be inspected thoroughly before use. Any repairs, maintenance or servicing required should be undertaken immediately or scheduled to be completed before the equipment is used;
- Some equipment owned by Fish and Game can only be serviced by professionals specialising in those fields. Workers should not attempt to undertake maintenance and servicing of equipment without appropriate training;
- Vehicles are to be maintained as per Fish and Game vehicle policy;
- Any faulty, malfunctioning or obsolete equipment must be reported and acted upon.

3.8 OTHER RESOURCES

The following should be read in conjunction with the Health and Safety Plan:

1. Health and Safety plan – Appendices
2. Health and Safety Plan – Hazard and Substance Register

3.9 LAST WORDS

REMEMBER, THERE IS ONE GOLDEN RULE – **SAFETY FIRST**, SAFETY FOR YOURSELF, YOUR CO-WORKER AND THE PUBLIC MUST NEVER BE COMPROMISED. EVERYONE ON THE WORKSITE IS RESPONSIBLE FOR MAKING SURE THAT SAFETY IS MAINTAINED.

Please take the time to familiarise yourself with our Health and Safety plan. If you have any questions or suggestions on improvement please let the Regional Manager know.

TARANAKI FISH AND GAME COUNCIL

The Chairman
Taranaki Fish and Game Council

2019/2020 Annual Operational Work Plan and Budget

The 2019/20 Annual Operational Work Plan and Budget is included for adoption by Council.

The Minister of Conservation approved the licence fee recommendation on 21st June 2019.

The financial pages have been updated to reflect the new licence fees.

Recommendation That the 2019 / 2020 Annual Operational Work Plan and Budget be adopted.

TARANAKI FISH AND GAME COUNCIL

ANNUAL OPERATIONAL PLAN

FOR THE YEAR

1 SEPTEMBER 2019 TO 31 AUGUST 2020

Presented 30th March 2019

Adopted

Table of Contents

1. Introduction
2. Purpose of Taranaki Fish & Game Council
3. Operation of Taranaki Fish & Game Council
4. Directory
5. Statement of Operational Service Performance
6. Budgeted Statement of Project Expenditure, Overheads and Time Allocation
7. Budgeted Statement of Financial Performance
8. Budgeted Statement of Financial Position
9. Budgeted Statement of Cash Flows
10. Budgeted Statement of Movements in Equity
11. Depreciation Schedule

1 INTRODUCTION

Section 26 Q(1)(e)(ii) of the Conservation Act 1987 requires an Annual Operational Plan be prepared by each Fish and Game Council. This Plan is the Council's contract with its stakeholders and defines the results to be achieved and costs to be incurred for the financial year.

2 PURPOSE OF TARANAKI FISH & GAME COUNCIL

The Council is a public entity, created by statute (The Conservation Act 1987) to manage, maintain and enhance the sports fish and game bird resources of its region, in the recreational interests of anglers and hunters.

3 OPERATION OF TARANAKI FISH & GAME COUNCIL

The Council currently consists of 12 Councillors who were elected in November 2018. Councillors are elected three-yearly by fish and game licence holders in the Council's region and the next elections will be held in November 2021. The Council meets at least six times per year to direct the Council's management and to make its policy decisions.

The Council's Regional Office is based in Whanganui, with an office also in New Plymouth. The Council has three members of staff, a Regional Manager and Secretary at the Regional Office and a Senior Field Officer at the New Plymouth office.

5. STATEMENT OF OPERATIONAL SERVICE PERFORMANCE

Output Class	Objective	Planned Result
Species Management	<p>Obtain accurate and pertinent information to guide and enable effective management decisions.</p> <p>Identify and implement timely and appropriate management actions to maximise user success and satisfaction while ensuring the sustainability of sports fish and gamebird populations across the region.</p> <p>Supplement trout fishing opportunities with appropriate stocking that is valued, cost effective in terms of the return to the angler and which</p>	<ol style="list-style-type: none"> 1. Obtain and report baseline information for the Retaruke and Stony Rivers to identify threats to and opportunities for the maintenance and enhancement of these fisheries. 2. Monitor and report information on the status of the region's trout fisheries sufficient to measure overall angler success (through a diary scheme), set effective regulations and inform management directions. 3. Implement an effective duck banding programme in the Whanganui area as the first step to obtain an estimate of the population size and level of hunting harvest which will guide future monitoring requirements and regulation setting. 4. Complete Waimarino banding report to include implications and recommendations for future monitoring and regulation setting. 5. Monitor and report information on the status of the region's mallard and grey duck, paradise shelduck, shoveler, swan and pukeko populations sufficient to assess harvest, identify and manage any population impacts, set effective regulations and inform management directions. 6. Recommend effective regulations that are timely, easily understood and which maximise licence holder opportunity while ensuring resource sustainability and public support. 7. Implement an effective trout stocking programme which concentrates on creating and maintaining valued lake fisheries as reflected by angler diary results.

	<p>retains community support.</p> <p>Provide effective compliance to protect resource sustainability (including revenue base) and user experience to maintain licence holder satisfaction.</p> <p>Proactively manage problem aggregations of gamebirds in the interests of both hunters and property owners and managers.</p>	<ol style="list-style-type: none"> 8. Implement hatchery review decision such that the operation of the Hawera hatchery is effective, cost efficient and sustainable to meet the identified stocking objectives. 9. Maintain a skilled honorary ranger team of at least 12 rangers consistent with requirements and objectives of the Compliance Policy and Strategy. 10. Undertake safe and effective compliance coverage across the Taranaki Region, including at least 100 licence checks of anglers and also of hunters. 11. Process detected offences in a fair and timely way consistent with national prosecution guidelines. 12. Manage problem aggregations of gamebirds through implementation of a special Paradise Shelduck season in Area C and proactively responding to and assisting landholders.
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Output Class	Objective	Planned Result
Habitat protection and management	<p>Protect/ improve habitat for sports fish & game as a fundamental and effective means to sustain the fish & game resource in the interests of licence holders and with biodiversity benefits for the wider community.</p> <p>Work collaboratively and proactively with landowners, other groups and iwi recognising the synergistic benefits and wider outcomes that can be achieved by this approach.</p> <p>Development of an effective Freshwater Plan that protects freshwater and</p>	<ol style="list-style-type: none"> 1. Provide valued advice and support to licence holders, landowners and the wider community regarding the importance of and how to protect and enhance habitat and also undertake predator control to benefit both fish & game and wider indigenous biodiversity resources. 2. Promote, encourage and support landowners to create, enhance and protect wetlands by providing sound technical advice and assistance to make successful applications to the GBHT and Hunting & Habitat Funds. 3. Canvass hunter interest in participating in a predator control programme for Nukumaru wildlife area, and if sufficient interest implement and co-ordinate a volunteer programme to manage common predators across the reserve. 4. Proactively take opportunities to make effective representation in statutory and other community processes to best achieve sports fish and game bird habitat protection and enhancement. 5. Engage proactively and collaboratively with iwi/ community groups to identify and protect/ enhance shared resource values including taking an active and constructive role in Te Kōpuka nā Te awa Tupua, Whangaehu Freshwater Improvement Fund and contributing to water related matters through the Taranaki Maunga Settlement process. 6. Provide technical and administrative support and assistance to joint Manganuioteao River Riparian Project to protect water quality in this catchment and the many values it supports. 7. Engage in and actively advocate for provisions which protect and/ or enhance sports fish & game bird

	wetland habitat which will minimise Council costs in consent processes and free up resources for other management responses.	habitat in the Taranaki Freshwater Plan Review process.
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Output Class	Objective	Planned Result
Participation	<p>Add value to licence holders by increasing their opportunity, success and satisfaction and so retain them in the sport.</p> <p>Encourage past and prospective hunters and anglers into the sport through initiatives which make it easy to have a go and/or provide support.</p>	<ol style="list-style-type: none"> 1. Maintain and improve the Taranaki pages on the Fish & Game website so how to and where to go information is readily available, easily understood and up to date. 2. Produce and distribute cardboard brochure advertising the information on the website and how to access this. 3. Prepare new website information for fishing the Whanganui River, Introduction to duck hunting in the Taranaki Region (year 1 of 2) and review angling information for Taranaki Ringplain. 4. Develop and refine facebook and Instagram pages to regularly inform licence holders using these forums. 5. Complete 6 Reel Life and 2 Both Barrels supplements consistent with national R3 recommendations. 6. Provide a quality 2-page regional supplement in each edition of Fish & Game Magazine. 7. Publication of valued Hunting and Fishing Newsletters sent to regional licence holders and hunting landowners. Hunting newsletter also distributed to all rural box holders in the region. 8. Proactively provide timely and useful information to licence holders when requested. 9. Replace/ erect 2 -3 new signs which provide anglers with helpful on-site information re access and regulations consistent with identified priorities. 10. Complete installation of angling platform on Lake Mangamahoe. 11. Provide organised fishing opportunities in association with volunteer groups

		<p>for kids and families based on trout releases into local waters including at Stratford and New Plymouth.</p> <ol style="list-style-type: none"> 12. Negotiate, publicise and issue access permits to publicly available hunting areas and actively seek and develop new opportunities. 13. Proactively take opportunities to make effective representation in statutory and other community processes to maintain or enhance hunting or angling access and opportunity. 14. Complete survey of the satisfaction and aspirations of Taranaki waterfowl hunters and include recommendations which inform future management directions and regulation setting. 15. Assess satisfaction and success of anglers using catch rates from a voluntary diary scheme and online satisfaction survey. 16. Implement initial actions to influence hunter behaviour as identified in hunter behaviour strategy to maximise enjoyment and participation and also public support for gamebird hunting. 17. Locate and publicise quality gamebird recipes especially for pukeko and paradise duck that enable hunters to make good use of these species (year 1 of 2). 18. Fishing and hunting licences are readily available and easily purchased within the region. 19. Provision of ready and valued support and assistance to licence agents such that they are kept up to date, resourced and operate as effective agents.
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Output Class	Objective	Planned Result
Public interface	Engender support for hunting and fishing and the activities of Fish & Game by the general public, iwi and others who recognise that these activities contribute to a better environment and healthy lifestyle and in turn who support protecting these resources and the opportunity to participate.	<ol style="list-style-type: none"> 1. Maintain a positive and constructive profile in the media which encourages prospective participants and fosters support and understanding among the general public. 2. Liaise with Department of Conservation and Conservation Boards and proactively engage and work with Regional and District councils and community groups. 3. Proactively engage and work with iwi within the region on matters of mutual interest, concern and benefit. 4. Take opportunities to promote the protection of freshwater, wetland and upland game habitats and the wider benefits from this. 5. Represent the interests of hunters and anglers and promote the validity of fishing and gamebird hunting including as a means of collecting natural organic foods and engaging in a physical healthy lifestyle.

Output Class	Objective	Planned Result
Council Administration	<p>Sound and effective governance which facilitates a co-operative and supportive relationship between Council, staff and licence holders that enables effective management of resources in the best interests of the licence holder and the fish & game resource.</p> <p>Development of new Taranaki Sports Fish & Game Management Plan which accurately reflects the aspirations</p>	<ol style="list-style-type: none"> 1. Not less than six meetings of Council are held and meetings are conducted consistent with provisions of the Standing Orders. 2. The 5-Year Strategic Plan is reviewed and agreed by Council by March 2020. 3. Formulation and adoption of an Annual Operational Plan and Budget for 2020/21 consistent with the 5-Year Strategic Plan. 4. Presentation by Council of its audited annual report for 2018/19 not later than 31 December 2019. 5. Effective regional policies are developed, adopted and reviewed as required and are consistent with any National Policy requirements. 6. Progress reporting of licence sales, work progress and financial position is timely and accurate and supports sound financial and operational management and oversight. 7. Effective administration such that the Council is within annual budget ($\pm 5\%$), operates consistent with best practice and at least 90% of its annual plan is completed. 8. Effective staff management including performance reviews completed and new objectives agreed for staff, and regular staff meetings such that staff are aware of what is generally occurring and have ready opportunity for input into decisions and management direction. 9. Implementation of process to comprehensively review the Taranaki Sports Fish and Game Management Plan 2011. The review to include opportunity for submissions by anglers

	<p>of anglers and hunters and provides effective and valued high level direction and guidance for management activities and to other statutory plans.</p> <p>Operate consistent with National Policy and make valued contributions to the management of the resource and F&G nationally in the interests of all licence holders.</p> <p>Make best use of new systems, processes and technology to maximise administrative efficiencies and minimise costs so resources are available for use elsewhere.</p> <p>Demonstrate a commitment to Health & Safety and ensuring the welfare of staff and others through effective policy, systems, resourcing and oversight.</p>	<p>and hunters and also consultation with other parties, iwi and agencies to ensure the plan is comprehensive, appropriate and of value.</p> <ol style="list-style-type: none"> 10. Effective communication and liaison with NZ Fish and Game Council and other F&G regions including valued input and comment on F&G issues and attendance at F&G Managers meetings. 11. Work with National Office by providing valued advice, assistance and feedback on national issues and processes as requested. 12. Refine financial administration, reporting and analysis working with NZF&G Finance. 13. All processes and activities are undertaken consistent with Council Health & Safety Policy and Manual. 14. Staff are actively involved in implementing HSAW policy and ensuring a safe work place, including by undertaking two monthly staff meetings where HSAW is a specific agenda item. 15. Compliance with HSAW requirements and policy including scheduled reviews and audits along with any issues identified or near misses routinely reported to each meeting of Council.
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6.

TARANAKI FISH AND GAME COUNCIL
BUDGETED STATEMENT OF PROJECT EXPENDITURE,
OVERHEADS AND TIME ALLOCATION
FOR THE YEAR ENDED 31 AUGUST 2020

	SPECIES MANAGEMENT	External costs	Hours	Internal Costs	Income	Nett Cost
	Population Monitoring					
1111	Fish Population Assessment	200	150	13,550		13,750
1112	Game Bird Population Assessment	4,000	320	28,907		32,907
1113	Population Monitoring Flights	6,100				6,100
		10,300	470	42,457		52,757
	Harvest Assessment					
1121	National Hunter Survey	3,200	20	1,807		5,007
1123	Special Game Bird Season	0	30	2,710	500	2,210
		3,200	50	4,517	500	7,217
	Hatchery Operations					
1141	Hatchery	8,000	85	7,678		15,678
		8,000	85	7,678		15,678
	Releases					
1161	Kids Fishing Days	5,000	40	3,613	1,200	7,413
1162	Other Liberations	10,800	70	6,323	10,800	6,323
		15,800	110	9,936	12,000	13,736
	Regulations					
1171	Season Regulations		30	2,710		2,710
			30	2,710		2,710
	Control					
1181	Game Bird Dispersal	1,800	120	10,840	500	12,140
		1,800	120	10,840	500	12,140
	HABITAT PROTECTION / MANAGEMENT					
	Resource Management Act					
1211	RMA Consents		500	45,167		45,167
			500	45,167		45,167
	Assisted Habitat					
1231	Sports Fish Habitat Management & Enhancement	1,000	100	9,033		10,033
1232	Gamebird Habitat Management & Enhancement	8,000	150	13,550		21,550
1233	Taranaki Hunting & Habitat Projects	15,000	150	13,550	15,000	13,550
1234	Manganuioteao River Riparian Project	5,000	-	-	5,000	-
		29,000	400	36,133	20,000	45,133

		External costs	Hours	Internal Costs	Income	Nett Cost
	PARTICIPATION					
	Access					
1311	Angler Access		80	7,227		7,227
1312	Hunter Access		15	1,355		1,355
1313	Access Permit – Upland Game	250	5	452		702
1315	Signage	1,000				1,000
		1,250	100	9,034		10,284
	Satisfaction Survey					
1321	Licence Holder Satisfaction Surveys		10	903		903
			10	903		903
	Newsletter & Magazine					
1331	Fish & Game Magazine		40	3,613		3,613
1333	Regional Newsletter	8,000	60	5,420		13,420
1335	Web pages / Ezine		40	3,613		3,613
		8,000	140	12,646		20,646
	Other Publications					
1341	Access Pamphlets	750	30	2,710		3,460
		750	30	2,710		3,460
	Club Relations					
1362	Club Visits / Club Donations	300	10	903		1,203
		300	10	903		1,203
	PUBLIC INTERFACE					
	Liaison					
1411	Liaison		30	2,710		2,710
1412	Iwi Liaison		40	3,613		3,613
			70	6,323		6,323
	Advocacy					
1431	Advocacy		250	22,584		22,584
1432	Hunting & Angling Promotions	3,000	70	6,323		9,323
		3,000	320	28,907		31,907
	Public Awareness					
1441	Angling Promotions		30	2,710		2,710
			30	2,710		2,710
	COMPLIANCE					
	Ranging					
1511	Ranger Management	500	72	6,504		7,004
1521	Ranger Training	500	40	3,613		4,113
		1,000	112	10,117		11,117

	Compliance					
1531	Compliance	1,000	150	13,550		14,550
1535	Reparation		20	1,807		1,807
		1,000	170	15,357		16,357
	LICENCING					
	Agent Servicing					
1621	Licence Agent Servicing	943	80	7,227		8,170
1622	Commission	8,704				8,704
		9,647	80	7,227		16,874
	COUNCIL					
	Council Meetings					
1721	Council Meetings	10,500	280	25,294		35,794
		10,500	280	25,294		35,794
	PLANNING / REPORTING					
	Management / Strategic Planning					
1811	Management Planning		20	1,807		1,807
1812	Staff Management		20	1,807		1,807
			40	3,614		3,614
	Annual OWP / Budget / Fee Setting					
1821	Business & Operational Planning		40	3,613		3,613
			40	3,613		3,613
	Reporting Audit					
1831	Other Reporting OSH	500	55	4,968		5,468
1833	Auditor	5,700				5,700
		6,200	55	4,968		11,168
	National Liaison					
1841	Managers / National Office Liaison	100	160	14,453		14,553
		100	160	14,453		14,553
	TOTAL OUTPUT COSTS	109,847	3,412	308,220	33,000	385,067

OVERHEADS

1911	Staff Salaries and Management Contract	243,109
1915	Kiwi Saver Contributions	4,182
1917	Wellington fish & Game Admin	-7,000
1921	ACC Levy	350
1922	Fringe Benefit Tax	1,000
1923	Staff Training	500
1925	Staff Expenses	100
1941	Office Rent	31,769
1945	Office Power	1,650
1946	Office Cleaning & Security	1,900
1951	Office Equipment Purchases (<\$2,000)	1,000
1953	Office Equipment Maintenance	1,000
1961	Telephone / fax	5,500
1962	Postage	1,850
1964	Stationery	1,500
1965	Photocopying	50
1972	Subscriptions	560
1974	Bank Charges	150
1975	Petty Cash	350
1976	Insurance General	1,500
1981	Field Equipment/PPE Purchases (<\$2,000)	800
1983	Field Equipment/PPE Maintenance	200
1991	Whanganui Vehicle	8,000
1992	New Plymouth Vehicle	8,000
1999	Trailer	200
	TOTAL OVERHEAD COSTS	308,220
	STAFF HOURS (OUTPUT)	3412
	INTERNAL COST PER HOUR	90.33

Asset Replacement Funding	
Office Equipment	
Vehicles	12,500
Total Asset Replacement Funding	12,500

Asset Purchases

The New Plymouth Field Officer's vehicle will be replaced during the year.

7. **TARANAKI FISH AND GAME COUNCIL**
BUDGETED STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 AUGUST 2020

<u>ITEM</u>	<u>BUDGETED SUM</u>
<u>Income</u>	
Game Licences (Extrapolated LEQ of 1,141) @ \$98 (\$94) less GBHT Stamp \$4 per licence	93,264
Sports Fish Licences (Extrapolated LEQ of 866) @ \$133	100,155
<u>Sub Total</u>	<u>193,419</u>
<u>Other Income</u>	
Summer Season	500
Trout Liberations	12,000
Game Bird Control	500
Admin Contract	7,000
Manganuioteao River Riparian Project	5,000
Hunting & Habitat Scheme (ex reserve)	15,000
Interest	11,227
NZ Fish and Game Grant	224,259
Vehicle Replacement (sale plus ARF Reserve)	
<u>Sub Total</u>	<u>275,486</u>
<u>Total Income</u>	<u>468,905</u>
<u>Expenditure</u>	
Species Management	39,100
Habitat Protection & Management	29,000
Angler / Hunter Participation	10,300
Public Interface	3,000
Compliance	2,000
Licencing	9,647
Councils	10,500
Planning / Reporting	6,300
<u>Total Project Expenditure</u>	<u>109,847</u>
<u>Other Expenditure</u>	
Employee related costs	249,241
Other Operating Expenses	65,979
Asset Replacement Funding	12,500
Reinstatement of Reserves	31,338
Vehicle Purchase New Plymouth	
<u>Total Other Expenditure</u>	<u>359,058</u>
Total Expenditure	<u>468,905</u>
Depreciation	32,582
Total Expenditure	
Surplus (Deficit)	(32,582)

8. **TARANAKI FISH AND GAME COUNCIL**
BUDGETED STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 31 AUGUST 2020

<u>ITEM</u>	<u>BUDGETED</u> <u>SUM</u>
CURRENT ASSETS	
Cash and Cash Equivalents	206,212
Debtors and Other Receivables	29,000
Total Current Assets	<u>235,212</u>
NON CURRENT ASSETS	
Property Plant and Equipment	104,264
Fish Project Reserve	15,886
Manganuioteao River Riparian Project	1,500
Habitat & Hunting Scheme	361,818
Non-resident licence fund	12,316
Asset Replacement Reserve	30,000
Investments	5,000
Total Non-Current Assets	<u>530,784</u>
TOTAL ASSETS	<u><u>765,996</u></u>
CURRENT LIABILITIES	
Creditors and Other Payables	55,000
Employee Entitlements	24,000
Total Current Liabilities	<u>79,000</u>
TOTAL LIABILITIES	<u>79,000</u>
NET ASSETS	<u><u>686,996</u></u>

9. **TARANAKI FISH AND GAME COUNCIL**
BUDGETED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 AUGUST 2020

CASH FLOWS FROM OPERATING ACTIVITIES

Cash was received from:

Licence Sales	193,419
Grants, donations and fundraising	224,259
Interest	11,227
Other revenue	40,000
Total Cash received	468,905

Cash was applied to

Payments to suppliers	130,000
Payments to employees	249,241
GST (net)	0
Total Cash applied	379,241

Nett Cash Flows from Operating Activities	89,664
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CASH FLOW FROM INVESTING & FINANCIAL ACTIVITIES

Cash was received from:

Sale of property , plant and equipment	35,000
Sale of investments / deposits	

Cash was applied to:

Purchase of property, plant & equipment	45,000
Purchase of investments / deposits	

Net Cash Flows from Investing and Financing	10,000
--	---------------

Net Increase / (decrease) in cash	79,664
Opening Cash	126,548
Closing Cash	206,212

10. TARANAKI FISH AND GAME COUNCIL
BUDGETED STATEMENT OF MOVEMENTS IN EQUITY
FOR THE YEAR ENDED 31 AUGUST 2020

	<u>BUDGETED SUM</u>
Equity at Start of Year	719,578
Surplus & Revaluations	
Net Surplus (deficit)	(32,582)
Total income and expense	<u>(32,582)</u>
Equity at End of Year	<u>686,996</u>

11. TARANAKI FISH & GAME COUNCIL DEPRECIATION SCHEDULE 2019/2020

	Cost Price	Opening Book Value 1/09/2019	Additions Disposals	Gain/Loss on Disposal	Capital Profit	Month	Rate	\$	Accum Depreciation 31/8/2020	Book Value 31/8/2020
Trout Hatchery Hawera	16,451								16,451	
Virginia Lake Platform	14,230	3,797				12	4% CP	569	11,002	3,228
2016 Ford Ranger 4WD KBQ265	44,306	22,485		22,485		12	30% DV		21,821	22,485
2018 Ford Ranger 4WD LJZ67	44,773	43,660				12	30% DV	13,098	14,211	30,562
Purchase Ford Ranger New Plymouth	45,000	45,000				12	30% DV	13,500	13,500	31,500
Polaris S X S Motorbike	15,648	9,584				12	30% DV	2,875	8,939	6,709
Euro Tilt Cabinets	1,054	50				12	14.4% DV	7	1,011	43
Office Furniture Wanganui	2,794	162				12	24% DV	39	2,671	123
Criterion WB141 Bookcase (Rimu)	983	12				12	18% DV	2	975	10
Ergoplus Corner Workstation New Plymouth	533	43				12	14.4% DV	6	496	37
HP Pro Desk 600 Computer & Software WGI	2,276	113				12	50% DV	57	2,220	57
2014 New Plymouth Computer	2,200	109				12	50% DV	55	2,146	55
Sharp MX-2314 photocopier	5,995	3,117				12	48% DV	1,496	4,374	1,621
Field Equipment	1,771	75				12	10% DV	8	1,704	68
Nephelometer	3,690	31				12	21.6% DV	7	3,666	24
Hatchery Deep Freeze	1,528	13				12	21.6% DV	3	1,518	10
Diving Gear & Wetsuit	884	16				12	21.6% DV	3	871	13
Electric Fishing Machine	13,186	8,579				12	10% DV	858	5,465	7,721
	217,304	136,846		22,485				32,582	113,040	104,264

TARANAKI FISH AND GAME COUNCIL

The Chairman
Taranaki Fish and Game Council

Use of Council Vehicles

Background

The current Council policy on vehicle use was approved 12th April 2014 and is due for review as part of updating Council administrative policies.

It is important to note that employment conditions around private use of vehicles is likely to be considered as part of the review and standardisation of employment contracts underway by National Council. A consistent approach across the country is supported noting that existing contracts will not be affected. Therefore rather than defining the details of permitted private use in the vehicle policy it is recommended that the policy recognise that this permitted private use needs to be consistent with whatever employment conditions have been agreed with the staff member.

The suggested policy is an almost totally new version which has been written to clarify FBT obligations and also to define and clarify some key requirements and expectations of anyone driving a Council vehicle.

RECOMMENDATION

That Taranaki Fish & Game Council adopt the draft Vehicle Use Policy as presented on the following page

Glenn Maclean
Regional Manager
1 August 2019

USE OF COUNCIL VEHICLES

(Draft August 2019)

1. Members of staff who have been allocated a Fish & Game vehicle maybe required to keep that vehicle at home overnight, at weekends, and on holidays. This is so they can respond to after hours calls and also for vehicle security.
2. The vehicle shall be permanently sign written with the F&G logo on both front doors.
3. Staff are only entitled to make private use of the Fish & Game vehicle in their care where this is consistent with any provisions in their employment contract or contract for service with the Council. Outside of any contract provisions the use of the vehicle is for business use only unless the staff member is;
 - Travelling between home and work
 - Undertaking incidental use while on F&G business
4. Travelling between home and work and incidental use while on F&G business does not attract Fringe Benefit Tax (FBT). However all other private use will incur a FBT obligation to the Council.
5. Any private use outside of employment or contract for service provisions must only occur with the prior approval of the Regional Manager or Council chairperson as appropriate.
6. Staff shall take full responsibility for the upkeep and servicing of the vehicle in their care, notwithstanding that all associated costs will be met by Council. Vehicles shall be kept clean and tidy and all problems arising from a lack of service, warrant of fitness or road user charges, and any parking or other traffic offences, whether on Council use or private use, will be the responsibility of the staff member.
7. Private use of the vehicle is limited to use by, and with, the staff member. While other persons trusted by the staff member may share the driving, subject to a full licence appropriate to the vehicle type and insurance requirements, Fish & Game vehicles are not for the private use of anyone other than the responsible staff member.
8. Vehicles may only be used by drivers who hold an appropriate and current licence.
9. Drivers must not operate a F&G vehicle while under the influence of drugs or in excess of the legal blood alcohol limit
10. Drivers of F&G vehicles shall be aware that they are representing Fish & Game and not operate the vehicle in such a way as to bring disrepute to the organisation, acknowledging that occasional mistakes do occur
11. Monthly vehicle running sheets are to be kept and submitted as required by the Regional Manager.

TARANAKI FISH AND GAME COUNCIL

The Chairman

Taranaki Fish and Game Council

2019 TARANAKI DUCK HUNTER SURVEY

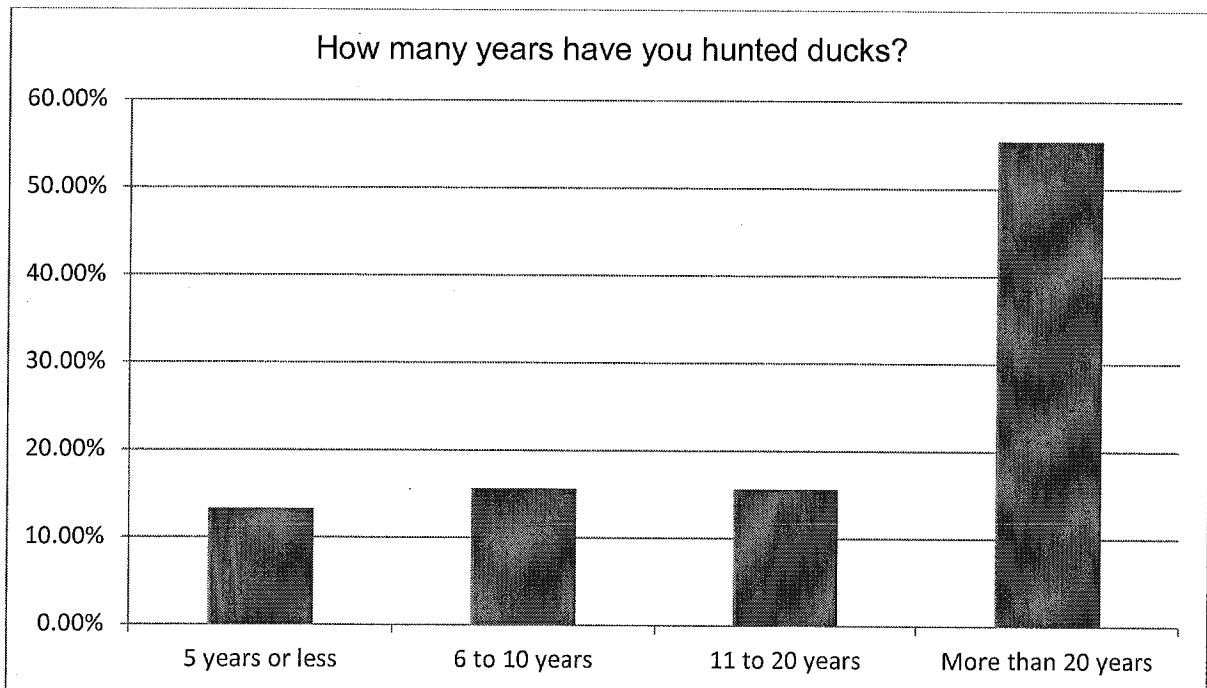
At the completion of the 2019 duck hunting season the Council emailed an electronic survey of 19 questions (using Survey Monkey) to all 2019 Taranaki gamebird hunters over 18 for whom we held a valid email address. This equated to 613 (58%) hunters out of a total of 1061 licence holders. The email invited current duck hunters or those who had been one to complete the survey, or to otherwise to ignore the survey request.

128 hunters completed some or all of the survey. This represents 21% of hunters contacted. Whether these hunters who actively responded reflect the views of those who didn't is unknown, however often respondents tend to be among the more enthusiastic participants and this should be borne in mind when considering the results.

Results

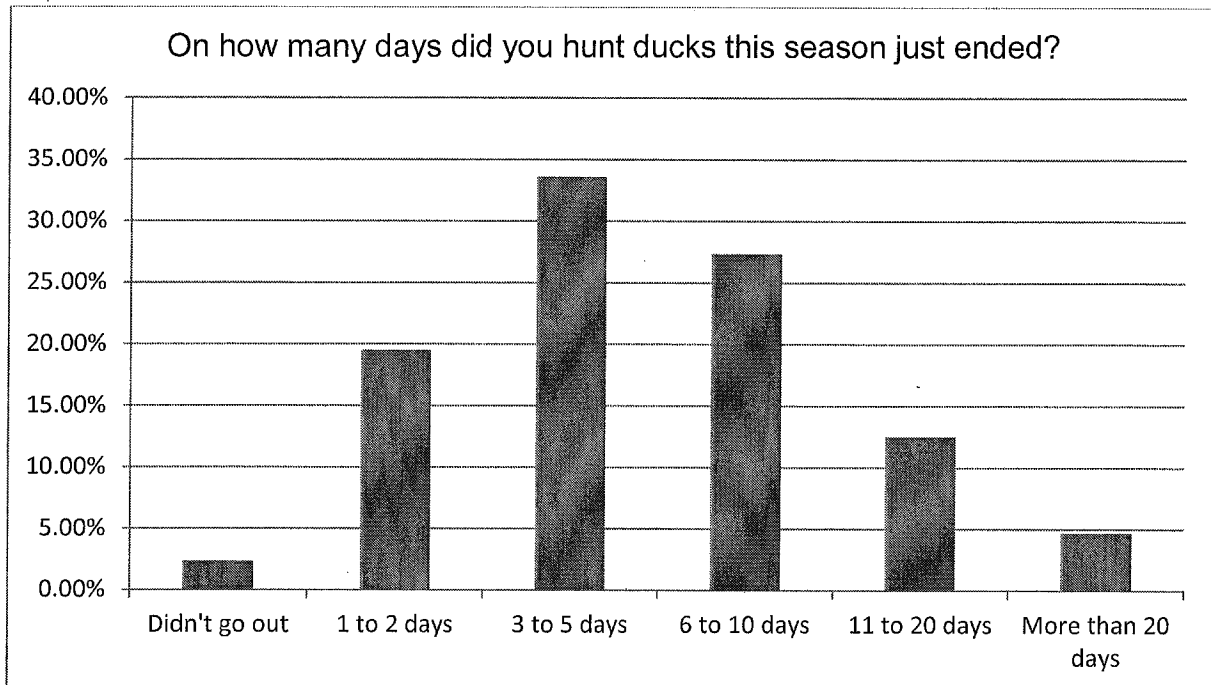
Q1. How many years have you hunted ducks? (128 responses)

Question	Number of hunters	% of hunters
5 years or less	17	13.2
6 to 10 years	20	15.6
11 to 20 years	20	15.6
More than 20 years	71	55.4
	128	



Q2. On how many days did you hunt ducks this season just ended? (128 responses)

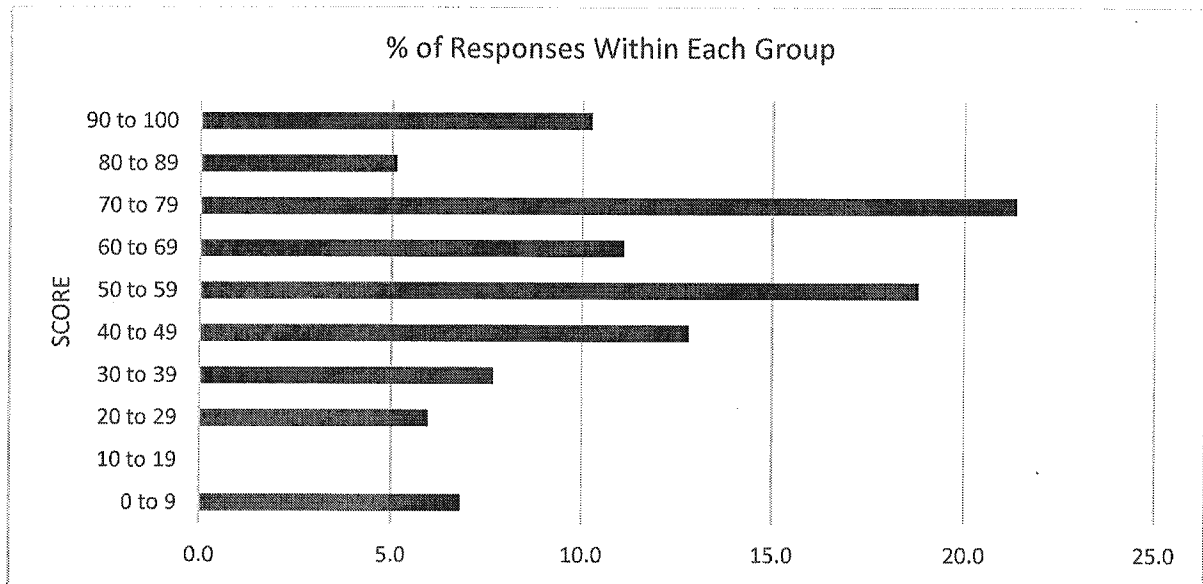
Question	Number of hunters	% of hunters
Didn't go out	3	2.3
1 to 2 days	25	19.5
3 to 5 days	43	33.6
6 to 10 days	35	27.3
11 to 20 days	16	12.5
More than 20 days	6	4.7
	128	



Note the following questions 3 to 7 were only asked of those hunters who indicated they went duck hunting this season in Q2.

Q3. Overall how did you rate your duck hunting experience this season? (0 – terrible to 100 - excellent).

Average score over 117 responses was 57.5 ± 4.45 (95% C.I.). However calculation of the confidence interval assumes a normal distribution but analysis of the results indicates at least two distinct peaks are apparent as the following graph highlights.



Q4. How did you hunt ducks this season (enter number of days for each type of hunting)? (119 responses)

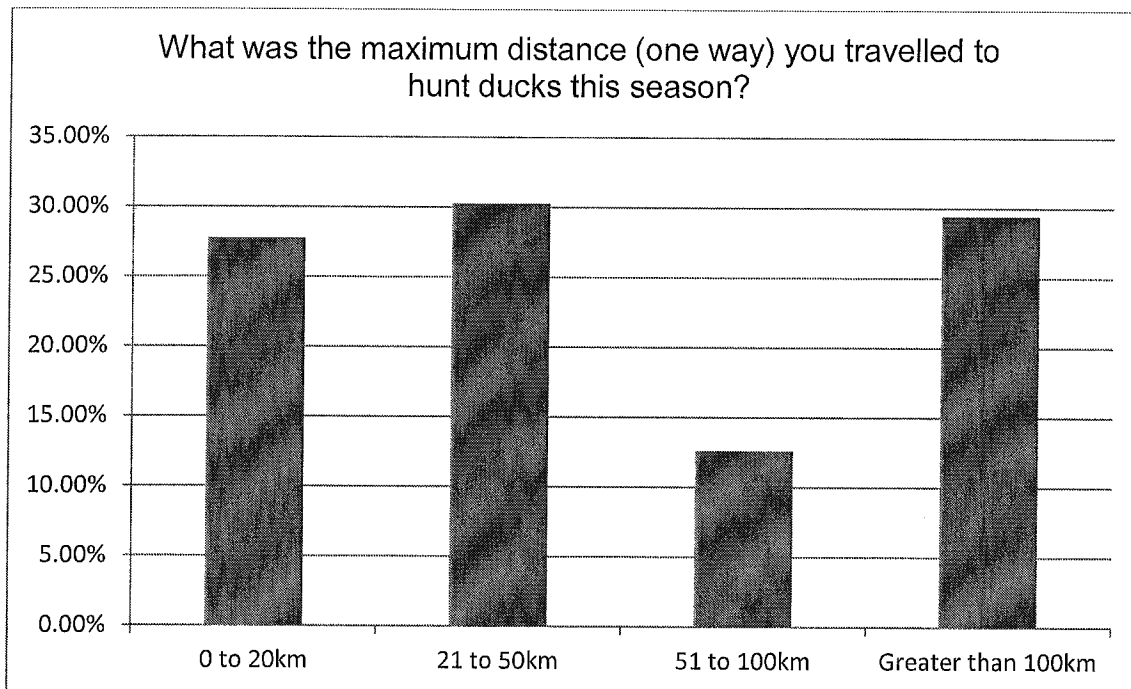
Type of hunting	% of hunters	% of total hunting effort
From a maimai or tucked in the rushes on a pond, lake or river	87	46.6
Jump shooting ponds or rivers	59	30.8
Drifting rivers	6	1.9
Paddock hunting	40	19.7

Q5. Where did you hunt this season? (118 hunters responded, some of whom utilised more than 1 type of land)

Type of land	Number of hunters	% of hunters	Total number of hunts	% total effort
Private land	116	98.3	845	94.2
On public land or with public access	18	15.3	52	5.8

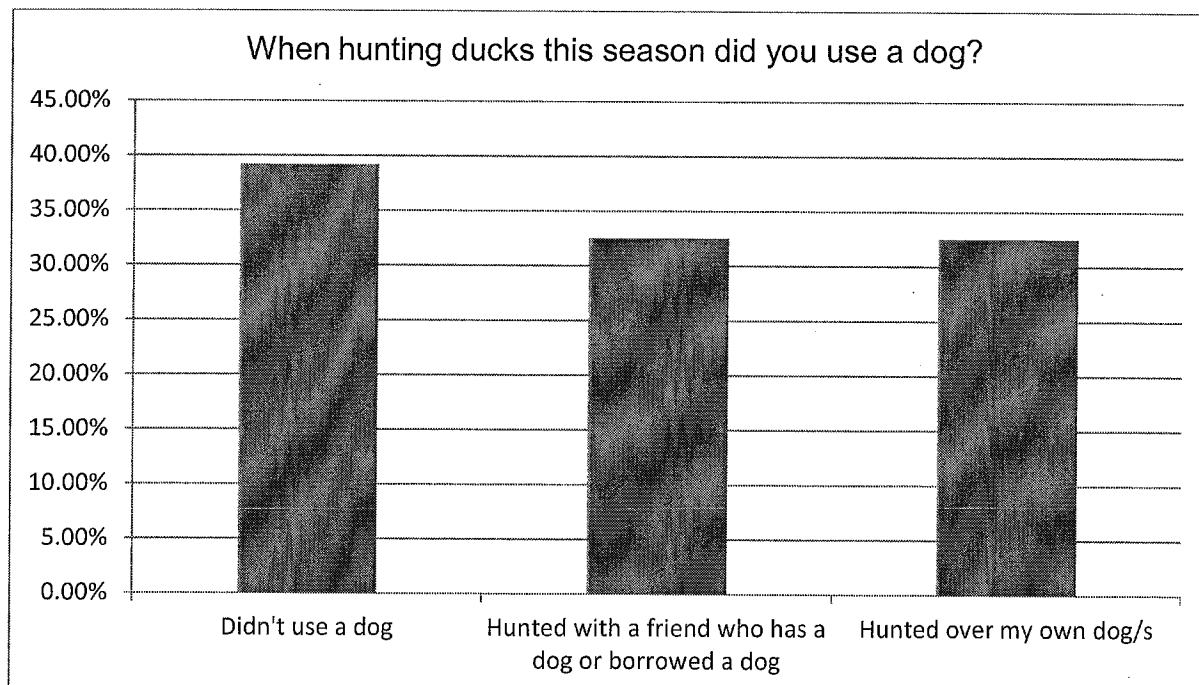
Q6. What was the maximum distance (one way) you travelled to hunt ducks this season? (119 responses)

Distance travelled	Responses	% of hunters
0 to 20 km	33	27.7
21 to 50 km	36	30.3
51 to 100 km	15	12.6
Greater than 100 km	35	29.4



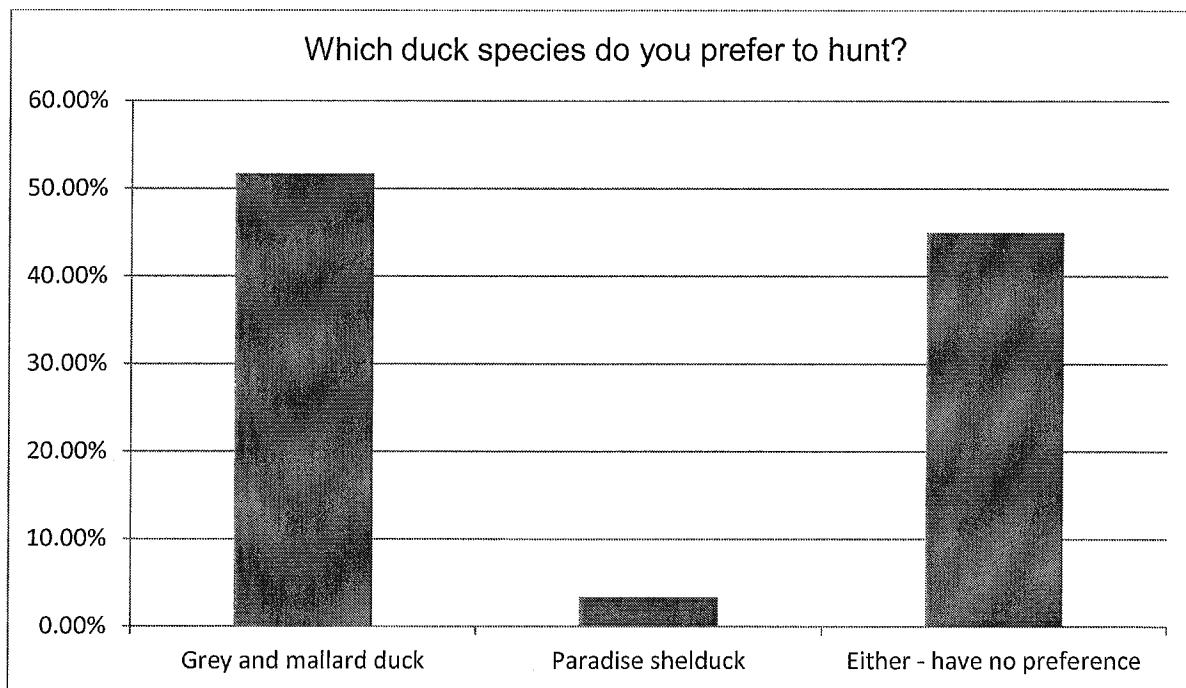
Q7. When hunting ducks this season did you use a dog (click as many responses as apply)? (120 responses)

	Number of hunters	% of hunters
Didn't use a dog	47	39.2
Hunted with a friend who has a dog/ borrowed a dog	39	32.5
Hunted over my own dog/s	39	32.5



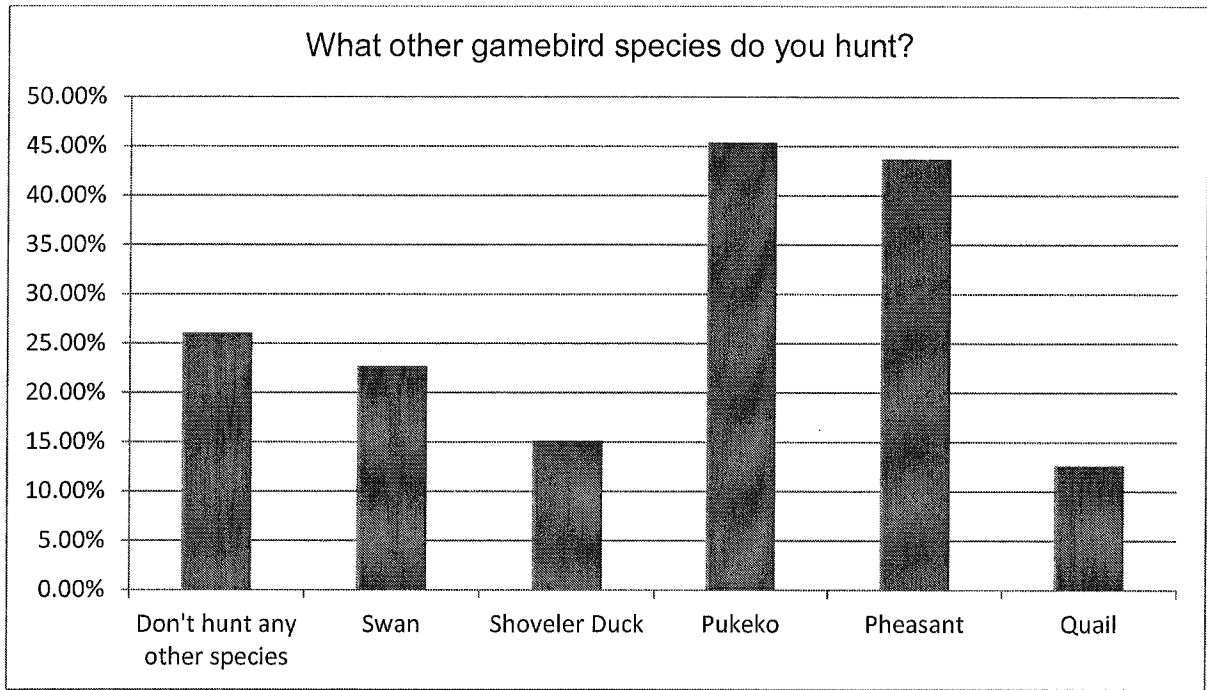
Q8. What duck species do you prefer to hunt? (120 responses)

Species	Number of hunters	% of hunters
Grey and mallard duck	62	51.7
Paradise shelduck	4	3.3
Either - have no preference	54	45



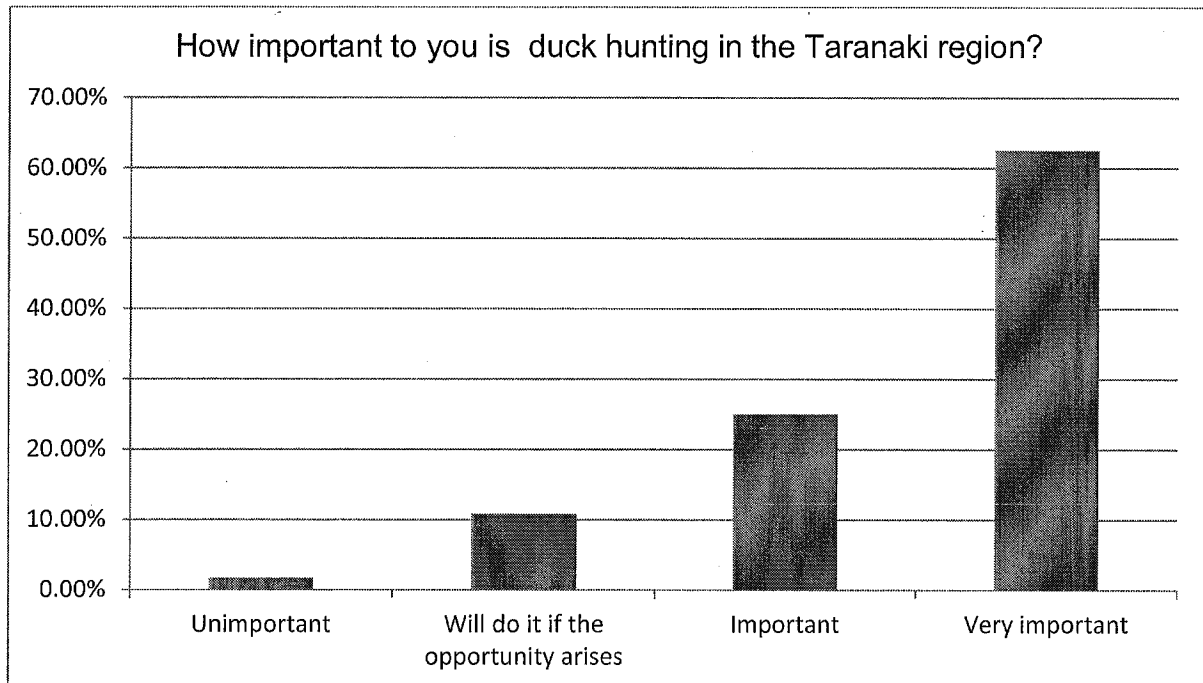
Q9. What other gamebird species do you hunt (click as many as apply)? (119 responses)

	Number of hunters	% of hunters
Don't hunt any other species	31	26.1
Swan	27	22.7
Shoveler duck	18	15.1
Pukeko	54	45.4
Pheasant	52	43.7
Quail	15	12.6



Q10. How important to you is duck hunting in the Taranaki region? (120 responses)

	Number of hunters	% of hunters
Unimportant	2	1.7
Will do if the opportunity arises	13	10.8
Important	30	25
Very important	75	62.5
	120	



Questions 11 to 12 and Q14 were deliberately kept open ended so as to avoid suggesting any particular response.

Q11. What are the key factor/s for you that make for a good duck hunting experience?

111 hunters answered this question and their responses are summarised as follows.

	Number of hunters	% of hunters
Good numbers of ducks to hunt	62	55.9
Right weather/ water level conditions	15	13.5
Working the dog/ dog working well	14	12.6
Sharing the hunt with friends or family	46	41.4
Places to shoot/ access	19	17.1
Challenging shooting/ shooting well	5	4.5
Exercise/ getting outdoors	7	6.3
Having ducks to eat	4	3.6
Other	10	

Q12. What are the key factor/s for you that contribute to an unsatisfactory duck hunting season?
(109 responses)

	Number of hunters	% of hunters
Lack of ducks	60	55
Fine weather	22	20.2
No time/other things that prevent hunting	9	8.3
Poor behaviour by other shooters	7	6.4
No access/ places to hunt	14	12.8
Lack of predator control	3	2.8
Other	15	

Q13. Did you get to hunt as much as you hoped to during the past season? (118 responses)

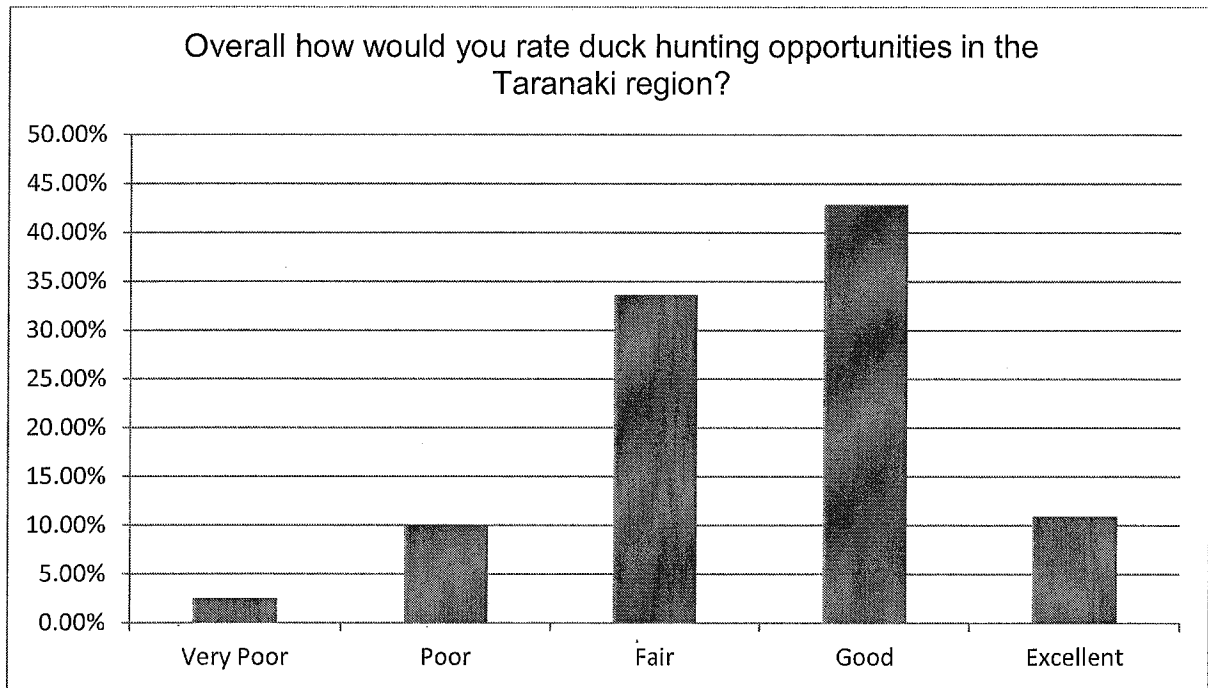
	Number of hunters	% of hunters
Yes	27	22.9
No	91	77.1

Q14. What factors contributed to you doing less duck hunting than you hoped? (91 responses)

	Number of hunters	% of hunters
Lack of ducks	5	5.5
Time/ work/ family commitments	64	70.3
Travel/ overseas trips	7	7.7
Sickness or injury	10	11
Lack of places to shoot/ nowhere close to home	10	11
Unsuitable weather	6	6.6
Other	5	

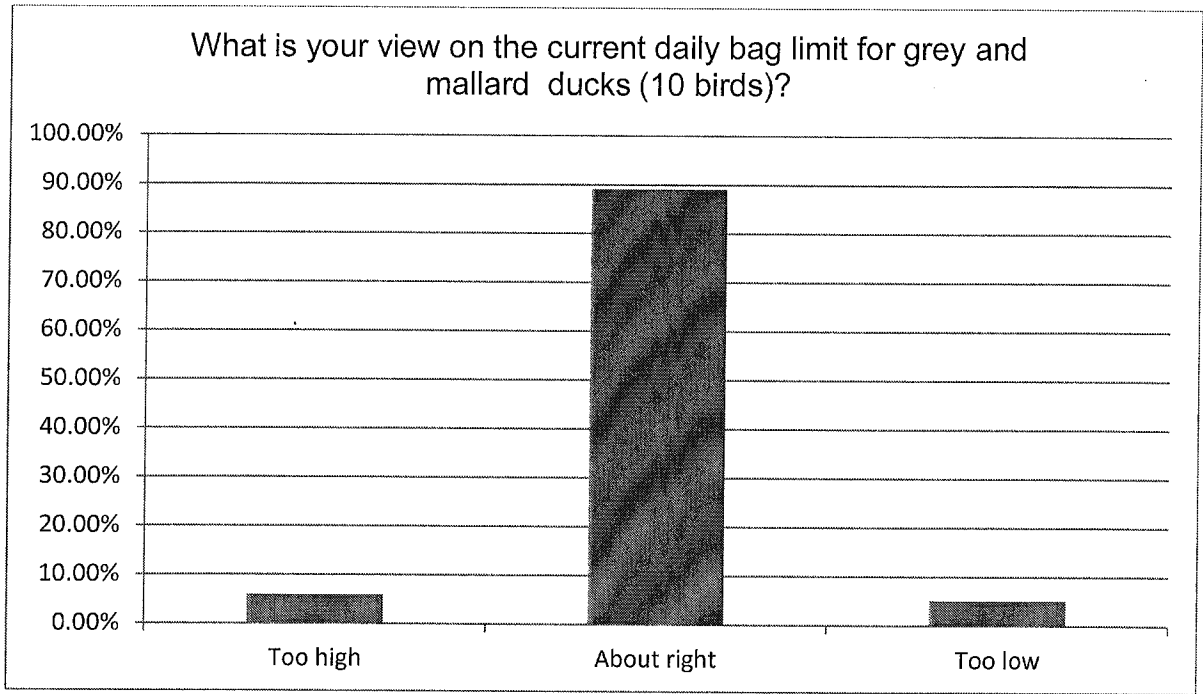
Q15. Overall how would you rate duck hunting opportunities in the Taranaki Region? (119 responses)

	Number of hunters	% of hunters
Very poor	3	2.5
Poor	12	10.1
Fair	40	33.6
Good	51	42.9
Excellent	13	10.9



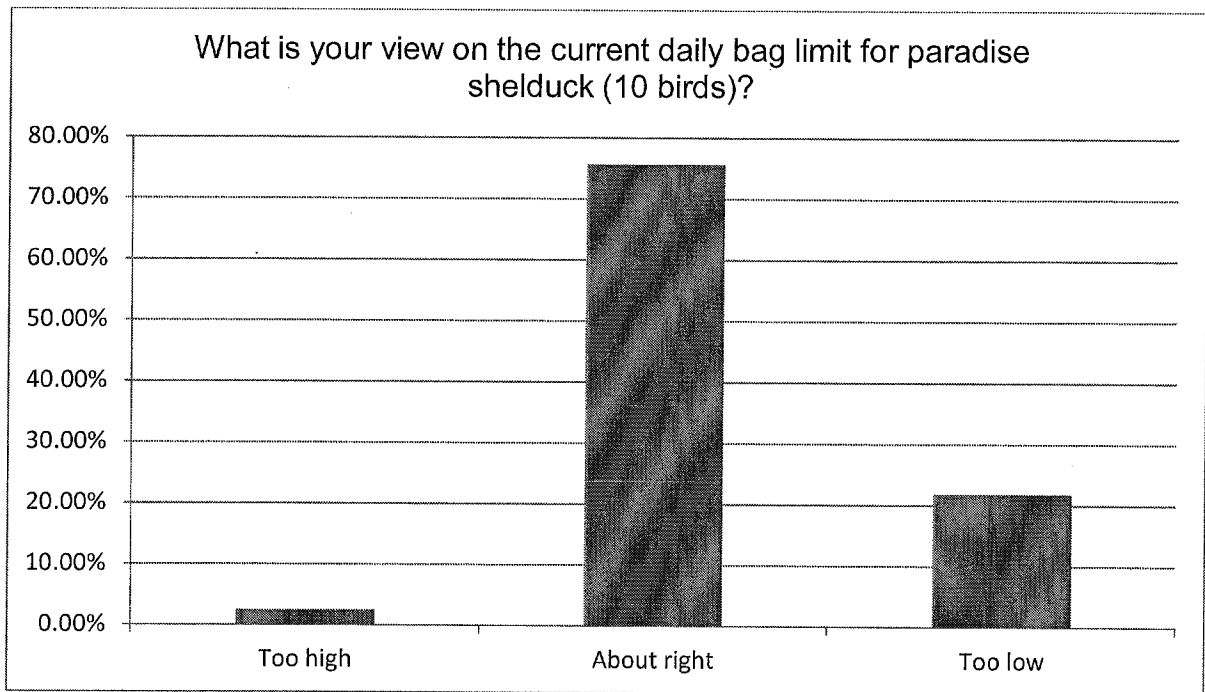
Q16. What is your view on the current daily bag limit for grey and mallard ducks (10 birds)? (119 responses)

	Number of hunters	% of hunters
Too high	7	5.9
About right	106	89.1
Too low	6	5



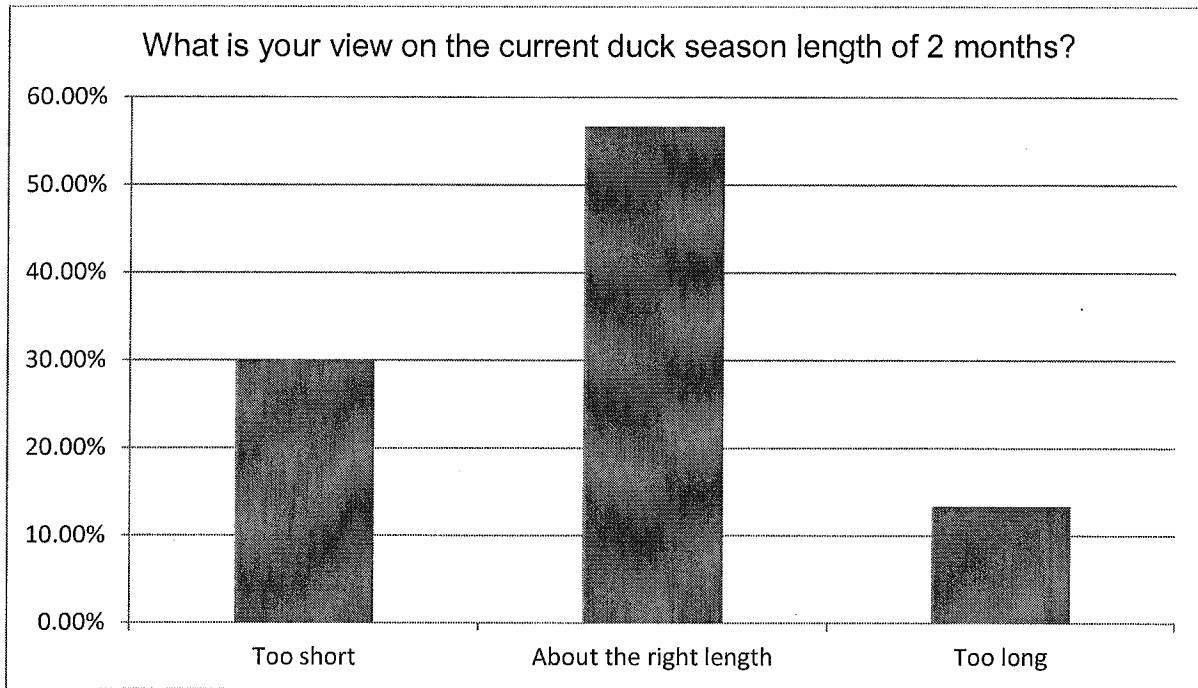
Q17. What is your view on the current daily bag limit for paradise shelduck (10 birds)? (119 responses)

	Number of hunters	% of hunters
Too high	3	2.5
About right	90	75.6
Too low	26	21.9



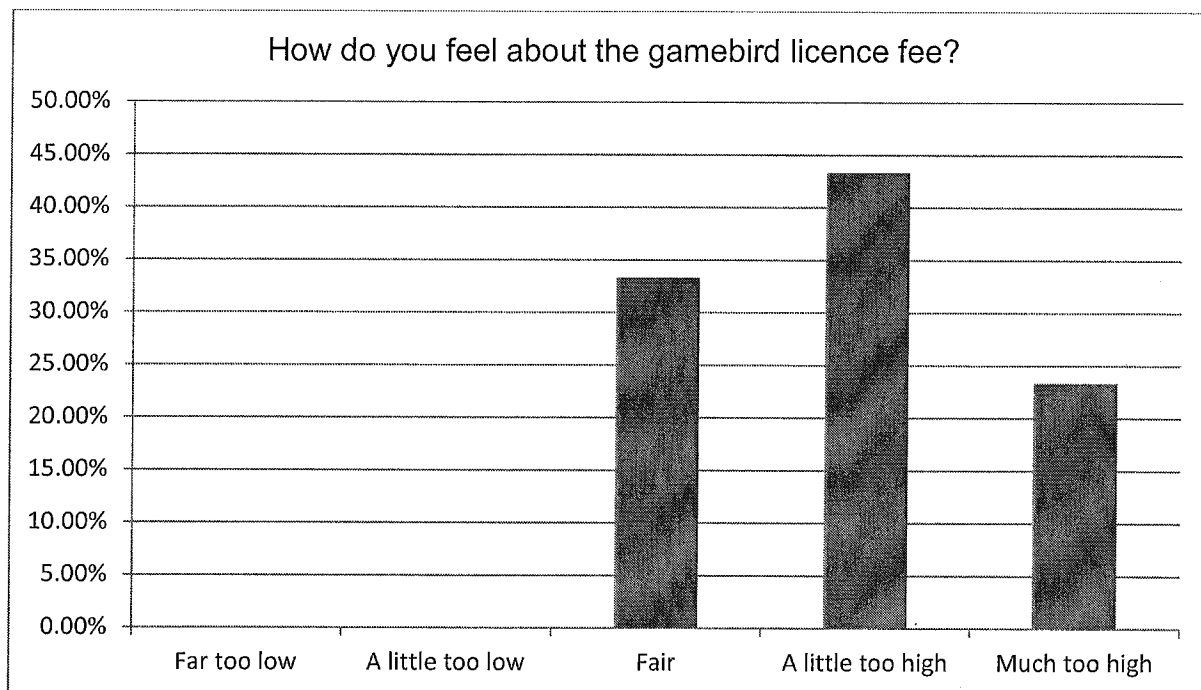
Q18. What is your view on the current duck season length of 2 months? (120 responses)

	Number of hunters	% of hunters
Too short	36	30
About the right length	68	56.7
Too long	16	13.3



Q19. How do you feel about the gamebird licence fee? (120 responses)

	Number of hunters	% of hunters
Far too low	0	0
A little too low	0	0
Fair	40	33.3
A little too high	52	43.3
Much too high	28	23.3



Interpretation and Conclusions

As highlighted it is important to keep in mind that these responses are from those hunters who were happy to fill out the survey and may or may not reflect the wider hunting population. Often survey respondents are those who are keener on their sport (and perhaps more successful) and certainly in this survey nearly two thirds of respondents listed duck hunting as very important to them (Q10) for example.

More than half of the hunters who replied had been duck hunting for more than 20 years (Q1). However nearly 30% had been hunting for 10 or less years. Given that licence sales are only down around 5% over the last decade this suggests reasonable recruitment coming through.

Less than 20% of surveyed hunters only hunted 1 or 2 days over the last season (Q2). If we assume this effort was over opening weekend then this tends to be at variance to the common assertion that many people only hunt the opening weekend. However more than half of hunters (53%) hunted 5 or fewer days. Nearly three quarters of respondents indicated they did not get to hunt as much as they hoped over the last season, the very dominant reason being lack of time/ family or work commitments (Q 13 & 14). In reality the decision to do one thing over another will be influenced by perceptions of opportunity and success but nevertheless highlights that many factors affecting participation are outside of our control. Nevertheless that the majority of hunters hunted 5 or fewer days has implications with respect to perceived value from their licence fee.

In terms of how hunters rated their duck hunting experience this season the average score was 57.5 out of 100. However what is apparent from the responses is that there were two distinct groups of hunters – one group who rated their experience as okay (around 50) but another large group that rated it high to very high (70+). This suggests that those who had good access and were able to make the most of the available opportunities experienced some very good hunting.

Q5 reflects the almost total reliance on hunting opportunities located on private land and the dependence on having access. Nearly 90% of hunters hunted from a maimai or tucked in the rushes on a pond, lake or river at some stage over the season and overall this approach accounted for nearly half the total duck hunting effort (Q4 – 47 %). The other key method was jumping rivers which 60% of

hunters did at some stage accounting for 30% of the total effort. Finally 3 out of 5 hunters hunted paddocks at some stage accounting for 20% of the effort.

There is no real pattern in the maximum distances travelled to go duck hunting (Q6) however there was some comment later in the survey regarding the lack of opportunities close to home as a constraint to going out later in the season.

Of interest is nearly 40% of hunters hunted without a dog. For those hunting over land this is less important but it certainly represents a handicap to retrieving birds shot over the water.

Q8 reinforces that mallard and grey ducks remain the premier species of waterfowl for Taranaki hunters. Over 50% of hunters indicated they preferred to hunt these species whereas a further 45% had no preference between mallard and grey duck and paradise shelduck.

The opportunity to hunt swan was valued by nearly a quarter of all hunters (22% - Q9) and interestingly nearly 45% of hunters indicated they hunted pukeko, as many as who also hunt pheasant, indicating that perhaps we should assign pukeko greater emphasis.

As alluded to earlier the vast proportion of hunters rated duck hunting as important or very important (87.5%). This emphasises the place of this activity in the lives of these Taranaki hunters at least, but perhaps also highlights a potential bias towards keen hunters in the survey responses.

Q11, 12 and 14 were open-ended questions designed not to lead the respondent in any way. This does create a wide range of responses which need to be summarised though they do tend to fall into quite clear groupings.

The responses highlight that the key to a good duck hunting experience for the majority of hunters is not surprisingly lots of birds to hunt and also sharing the experience with family and friends. These results emphasise the importance of this social aspect of duck hunting. Of lesser importance but still raised by a number of hunters was good hunting conditions (poor weather, enough water in their ponds) working their dog, and having places to shoot (opportunities and access). Conversely a lack of ducks and fine weather were the major factors that contributed to an unsatisfactory season. Having no access or places to hunt was also a key factor for a smaller group of hunters.

Of the hunters who responded nearly 88% rated duck hunting opportunities in the Taranaki region as at least fair and more than half of hunters rated them as good (43%) or excellent (11%).

Q16 indicates very strong support for the current daily bag limit of 10 grey and mallard ducks (90%) and strong support (75.6% - Q17) for the 10 bird paradise shelduck limit. By the same token 57% of hunters support the 2-month season (Q 18) with a third of hunters suggesting it is too short. What this suggests is that if we were in a situation at some point of seeking to relax the regulations then perhaps we should focus on season length rather than the daily bag limit.

Finally a third of hunters believe the current licence fee is fair while two-thirds suggest it is either a little too high (43.3%) or much too high (23.23%). Rarely would we expect someone to say it is too cheap nevertheless the high proportion who view it as being too high coupled with the relatively low number of days hunted by most participants is something to bear in mind when setting future fees.

In summary the Taranaki region has good hunting opportunities for mallard and grey ducks which are highly prized and also for paradise shelduck. Opportunities to hunt pukeko, pheasants and to a lesser extent swan are also pursued by many hunters. The most popular hunting method is sitting around a pond, lake or river however jump shooting and paddock hunting is also widely practiced. However hunting is almost always on private land within this region.

The great majority of Taranaki duck hunters hunted 10 or less days last season and rated the season as okay. However a significant group rated the season as good to very good. Key to a good season is lots of ducks and sharing the opportunity with friends and family. Conversely a lack of ducks is the major influence on a poor experience and this perception is also influenced by the weather conditions.

Overall other commitments on time such as family and work is the major constraint on how much hunting people do throughout the season. Hunters support the current daily bag limits with lessor but still majority support for the season length. However most hunters feel the licence fee is a little or much too high.

RECOMMENDATIONS

That Taranaki Fish & Game Council receives this 2019 Taranaki Duck Hunter Survey Report

Glenn Maclean

Regional Manager

9 August 2019

TARANAKI FISH AND GAME COUNCIL

The Chairman
Taranaki Fish and Game Council

Fish and Game Licence Sales to 30 July 2019

Please find attached the Fish and Game licence sales report to 30th July 2019, with comparisons to the same time last year and against the total budgeted Licence income.

Jilli Steedman
SECRETARY
12 August 2019

RECOMMENDATION

That the Fish and Game Licence Sales to 30th July 2019 report, be received

Taranaki Fish & Game Council

2018/9 Fish Licence Sales Report to 30 July 2019

2018 - 2019 Channel	FWF	FWA	FWNA	FSLA	FLAA	FWIA	FLBA	FSBA	FDA	FDNA	FWJ	FDNJ	FWJ	FDNJ	FWJ	FDNJ	FWC	FWNC	FDC	FDNC	Total LEQ	Fish \$	
Agency Online	62	215	23	51	8	18	4	21	71	24	41	1	0	9	1	0	0	0	0	0	1	550	
Eyede Call Centre	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	3	
Public Online	64	175	50	15	29	26	2	26	127	53	26	2	0	16	2	0	0	0	0	0	0	613	
Retail Book	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total	127	390	73	66	37	44	6	48	199	77	67	3	0	25	3	0	0	0	0	0	1,166	\$93,038	
2017 - 2018 Channel	FWF	FWA	FWNA	FSLA	FLAA	FWIA	FLBA	FSBA	FDA	FDNA	FWJ	FDNJ	FWJ	FDNJ	FWJ	FDNJ	FWC	FWNC	FDC	FDNC	Total LEQ	Fish \$	
Agency Online	64	272	21	44	12	15	2	31	73	32	39	0	0	14	0	0	0	0	0	0	0	619	
Eyede Call Centre	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	
Public Online	56	178	40	10	16	12	2	19	83	78	25	1	0	11	2	0	0	0	0	0	0	533	
Retail Book	5	27	0	0	0	0	0	0	3	0	11	0	0	0	0	0	0	0	0	0	0	46	
Total	125	477	61	55	28	27	4	50	160	110	75	1	0	25	2	0	0	0	0	0	1,200	\$95,647	
Difference to 2017/8 season	2	-87	12	11	9	17	2	-2	39	-33	-8	2	0	0	1	0	0	0	0	0	1	-34	-43

2019 Game Licence Sales Report to 30 July 2019

2018 - 2019 Channel	GWA	GWJ	GWG	GDA	GDJ	Total LEQ	Game \$
Agency Online	895	71	21	21	0	1,008	
Eyede Call Centre	4	0	0	0	0	4	
Public Online	135	14	7	22	0	178	
Total	1,034	85	28	43	0	1,190	\$85,734
2017 - 2018 Channel	GWA	GWJ	GWG	GDA	GDJ	Total LEQ	Game \$
Agency Online	954	81	18	22	1	1,076	
Eyede Call Centre	1	0	0	0	0	1	
Public Online	158	12	10	26	0	206	
Retail Book	0	0	0	0	0	0	
Total	1,113	93	28	48	1	1,283	\$90,283
Difference to 2018 season	-79	-8	0	-5	-1	-93	-4,549

YTD Comparison to Total Budget

Game Licence Sales under Budget by ... - 5,527
 Fish Licence Sales over Budget by ... 3,903
 Total Licence Sales under Budget by ... - 1,624

Taranaki Fish & Game Council
Budget Report to 30 June 2019
And

Project Progress to 1 August 2019

OUTPUT	Budget external costs	YTD external costs (30/6/19)	Comments on significant variations	Budget Hours	YTD hours
Population Monitoring	10,400	9,224	Saving of approx. 1.4k due to not implementing Whanganui banding this year	470	396.75
Harvest Assessment	3,050	1,800		50	10.25
Hatchery	7,000	7,904	Includes unbudgeted cost of replacing power pole - \$1,950	85	46.25
Liberations	15,800	11,816		110	102.25
Season Regulations				30	43
Gamebird Dispersal	1,500	1,637		120	108.75
RMA	100	180		500	288
Habitat Management & Enhancement	18,600	12,367		400	188
Hunter / Angler Access	2,200	702		100	35.5
Satisfaction Survey	300			10	27.25
Magazine / Newsletter / Ezine	10,300	7,246	Magazine costs to now be covered by National Office	140	54.75
Other Publications					
Clubs	300	300		30	27.5
Statutory Liaison				10	5.75
Iwi Liaison		20		30	5.25
General Advocacy		27		40	56.5
Hunting & Angling Promotions	2,000	3,506	Includes parry special season adverts	250	90
Ranger Management	1,500	743		100	155.5
Compliance	1,000	100		112	59.75
Licensing & Commission	8,868	7,932		170	168.75
Council Meetings & Administration	9,500	8,529		80	14.5
Management, Strategic & Policy				280	190.75
Business Planning				40	16.5
OSH & Other Reporting	7,200	301		55	14.75
National Liaison	100	17		160	146.5
Total Expenditure	99,718	74,351		3,412	2,308.25

	Budget Income	YTD Income
Project Income		
Harvest Assessment	500	439
Liberations	12,000	12,610 Includes Patea contract
Gamebird Dispersal	500	680
Compliance		700
Total Income	13,000	14,429
Net Expenditure	86,718	59,922

Overheads	Budget	YTD
1910 Salaries & Management Contract	243,563	205,869
1920 Staff Expenses	1,900	1,789
1940 Office Premises	35,562	29,386
1950 Office Equipment	2,000	1,121
1960 Communications / Consumables	8,575	7,048
1970 General	2,650	2,157
1980 General Equipment	800	154
1990 Vehicles	14,200	15,176
Total Overheads	309,250	262,700

Other Income & Expenses	Budget	YTD
Interest	13,442	6,214
Wellington Fish & Game Admin	7,000	4,240
Donations		60
Sales of Cat traps		344
Sale of confiscated shotgun		200
Total Other Income & Expenses	20,442	11,058

Nett Project, Overhead and Other Expenditure/Income	Budget	YTD
	375,526	311,564 (83%)

SPECIES MANAGEMENT

2018/2019 Annual Plan – Planned Result	Progress to date
<p>Fish Population assessment</p> <p>1. Report to Council detailing the status of the sports fish population and implications for management by 31 August 2019.</p> <p>2. Baseline trout population information obtained and reported for the Waiwhakaiho River system (year 1 of 2).</p> <p>3. Opportunities to enhance the Timaru Stream fishery investigated and reported to Council</p>	<p><i>Prepared report for 2017/18 period for 3 November 2018 Council meeting.</i></p> <p><i>Reviewed DOC report on the status and threats to whitebait populations.</i></p> <p><i>Reviewed information on perch/ native fish interactions.</i></p> <p><i>Trout spawning surveys were conducted in Mangamahoe Stream (26/06/2019) & Mangorei Stream (02/07/2019).</i></p> <p><i>An electric fishing survey of 9 sites in the Waiwhakaiho River catchment was carried out on 17-19 December 2018 and a report prepared.</i></p> <p><i>There was liaison with the TRC about the consent for the Tataraimaka weir, which is up for renewal. A draft report on the Timaru fishery was prepared.</i></p>
<p>Gamebird population Assessment</p> <p>1. Presentation to the Council detailing population status and implications for management of the region's black swan and paradise shelduck populations. The report to be presented to Council at its first planned meeting in 2019.</p> <p>2. Complete initial study into the movement of mallards between the Taranaki high country and coastal regions and the implications for long-term monitoring programme.</p> <p>3. Mallard monitoring protocol based around banding in the Waimarino and Whanganui regions and aerial counts on the Taranaki ring plain implemented and the results reported to Council</p> <p>4. Pukeko Counts conducted in April and shoveler duck counts in August. Analysis presented to Council as part of the Draft Game Gazette notice.</p>	<p><i>January trend counts carried out for black swan and paradise shelduck and a report prepared for Council's 09.02.2019 meeting.</i></p> <p><i>Banding report summarising results for first two years prepared for December 2018 Council meeting. Third and final Waimarino duck banding carried out on 14/15 February 2019. Band information for birds shot in May & June 2019 collated and hunters contacted with details. Aerial survey of Taranaki ringplain mallards carried out on 09.04.2019.</i></p> <p><i>Analysis of 2018 counts prepared for December 2018 Council meeting. April 2019 counts undertaken for Pukeko on the Taranaki ringplain.</i></p>
<p>National Hunter Survey</p> <p>1. Full participation in Fish & Game New Zealand's national hunter harvest survey during the 2019 game season, and including recording of banded birds shot.</p>	<p><i>First 5 surveys undertaken.</i></p>

<p>2. Hunter survey results for 2018 game season included in analysis presented to Council by 31st December 2018 as part of draft Game Gazette Notice.</p>	<p><i>Results and analysis included in draft Game Gazette Notice prepared for December 2018 Council meeting</i></p>
<p><u>Special Gamebird Season</u></p> <p>1. The co-ordination of a 2-weekend special game bird hunting season for paradise shelduck in Area C if appropriate based on January 2019 monitoring.</p> <p>2. Presentation to Council of the results of the 2019 Special Game Bird Season.</p> <p>3. When appropriate promote the use of recreational hunter to landowners with paradise duck problems.</p>	<p><i>Permits prepared and distributed to licence agents and F&G offices. Special season advertised in the Taranaki Daily News on 16.02.2019. Liaised with STDC regarding the ban on hunting within 200m of urban sewage oxy ponds.</i></p> <p><i>Report on 2019 season prepared for Council's June 2019 meeting.</i></p> <p><i>Inglewood RG&RC members were notified of a special season hunting opportunity on one farm property.</i></p> <p><i>Permit issued to a station outside of Area C to allow hunting over the same period as the special season to control a problem aggregation.</i></p>
<p><u>Hatchery</u></p> <p>1. To have reared 3,000 healthy trout (fingerling, yearling and two year old) consistent with identified needs at the Hawera hatchery</p> <p>2. Rear 300 quality 2-year old trout for Stratford Fishing Day.</p> <p>3. Complete review of hatchery requirements and options to meet these and report to Council. Implement outcomes.</p>	<p><i>Rainbow trout held at the Hawera hatchery were sorted for size on 09.10.2018. 200kg of trout feed went missing from a shipment between Littleton & Rotorua which meant obtaining replacement feed from the Eastern F&G Region. The 200kg of feed has since been found & was picked up from Rotorua on 20.05.19. A leaning power pole at the hatchery was replaced on 31.01.2019. The 2018 year-class of rainbow trout were adipose fin-clipped at the Hawera hatchery on 12.04.19. A feed order was placed for Sept. 2019 delivery. 3,000 rainbow ova from the Eastern F&G Region were received at the Hawera hatchery on 17/07/2019 and there was an excellent hatch.</i></p> <p><i>301 rainbow trout reared for release on 14.12.2018.</i></p>
<p><u>Trout Liberations</u></p> <p>1. Release of up to 3,000 healthy trout into lakes and rivers consistent with the planned release schedule.</p>	<p><i>Rainbow trout yearlings from the Hawera hatchery were released into Lake Mangamahoe (100) & Lake Ratapiko (100) on 17.09.2018, and into Lake Mangamahoe</i></p>

<p>2. Release of up to 900 healthy two year old rainbow trout into suitable waters to provide immediate angling opportunity.</p> <p>3. Implement agreed outcomes of 3 year study into the value of stocking specific streams.</p>	<p><i>(100) and Lake Ratapiko (55) on 04.10.2018. Rainbow trout yearlings were released into Lake Tokaora (250) on 17.10.2018. A Trustpower funded release of 1,000 tagged brown trout yearlings and 500 tagged rainbow trout yearlings was made to the lower Patea River on 31.10.2018 and report detailing this submitted to Trustpower. Staff & volunteers spent 32 hrs fishing the lower Patea River on 14-16 June 2019 to assess the success of the first two Trustpower funded releases.</i></p> <p><i>100 rainbow trout from the Hawera hatchery were released into the Stony river on 29.11.2018 and 301 released into the upper Patea River at Stratford on 14.12.2018. A trout release schedule was prepared for Council's 30 March 2019 meeting. Rainbow trout from the 2018 year-class were released into Lake Ratapiko (200) & Lake Mangamahoe (200) on 21.05.19 and into Lake Tokaora (250) on 24.05.19.</i></p> <p><i>2-year rainbow trout from the Eastern F&G region were released into Lake Ngangana (250) & Opunake Lake (250) on 26.10.2018. 100 trout from DOC Turangi were released into Sattlers Dam at Raetihi on 11th Feb 2019</i></p> <p><i>Report on 3-year stocking trial accepted by Council at November 2018 meeting. Report sent to hatchery volunteers with a covering letter.</i></p>
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<p><u>Keep & Release Approvals</u></p> <p>1. Provision of advice as required on proposals to keep, rear or release game birds and to keep or release sports fish. Recommendations made to DOC on the issue of such permits.</p> <p>2. Liaison with F&G National Office regarding streamlining the process for application and approval to rear and release gamebirds.</p>	<p><i>A query about permitting requirements to keep gamebirds was received on 21.02.2019. A query about stocking a private pond with trout was received (03.10.2018), but the habitat was unsuitable.</i></p> <p><i>A query about a permit to hold upland game was responded to (12.10.2018). Provided comment to DOC Whanganui re a local permit application</i></p> <p><i>2 permits issued for environmental consultants to use electric fishing machines within the region.</i></p>
<p><u>Season Regulations</u></p> <p>1. Draft recommendations and supporting information regarding the 2019 gamebird hunting conditions and 2020 Special Season conditions provided to Council for the December 2018 meeting.</p> <p>2. Council's recommendations for 2019 game bird hunting season conditions are accurately incorporated into the 2019 Game Gazette Notice and supporting information.</p> <p>3. Recommendations and supporting information regarding the 2019/20 sports fishing conditions provided to Council for the June 2019 meeting.</p> <p>4. Council's recommendations for 2019/2020 sports fishing conditions are accurately incorporated into the 2019 Anglers' Notice and supporting information</p>	<p><i>Draft recommendations agreed by Council at December 2018 meeting and forwarded to National Office.</i></p> <p><i>Reviewed and signed off 2019 Game Gazette Notice</i></p> <p><i>Recommendations using the new format prepared for the June 2019 meeting</i></p> <p><i>Draft Gazette Notice and regulation booklet reviewed</i></p>
<p><u>Gamebird Dispersal</u></p> <p>1. Proactively assist with the dispersal of unwanted congregations of game birds that are notified to the Council throughout the year.</p> <p>2. Liaise with F&G national office regarding streamlining the process to issue permits to disturb and implement any agreed national approach.</p>	<p><i>To date 58 permits to disturb gamebirds have been issued. 11 pukeko trapped in New Plymouth were transferred to Lake Mangamahoe in July 2019.</i></p> <p><i>Authority to issue permits received from DOC and permit form updated to reflect this new authority.</i></p>

HABITAT PROTECTION & MANAGEMENT

<p><u>Resource Management Act</u></p> <p>1. Make effective submissions on resource consent applications and statutory plan proposals to best achieve sports fish and game bird habitat protection</p>	<p><i>Council's request to be heard was withdrawn in relation to the following limited notified consent applications:</i></p>
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and enhancement and / or to maintain or enhance hunting or angling access and opportunity.

- *STDC (10.09.2018) to take water from Otakeho Stream for the Waimate West water supply scheme. A 5-year consent was granted to bring the expiry into line with the other Waimate West water take consents. There is an \$8,000 annual financial contribution to fund environmental enhancement projects in the Otakeho and Mangawhero Stream catchments, including fencing, planting, creation and enhancement of wetlands; and riparian planting with first and second order streams a priority;*
- *NZTA SH45 road culvert in Otakeho Stream (10.09.2018). Conditions include fish monitoring to determine if the structure is adversely affecting fish passage, with modifications to be completed by 31 August 2022 and further monitoring at 1,3,5&9 years. A draft monitoring plan was received and comments provided on 25.02.2019;*
- *Croftwest Trust (18.09.2018) to take water from Inaha Stream for pastoral irrigation. The applicant accepted a MALF cut-off.*

Submissions were made on the following limited notified consent applications:

- *KiwiRail: To use a weir and to install a fish passage structure on the Manganui River & the Waipuku Stream (05.11.2018). A pre-hearing meeting was attended on 27.03.2019 at which it was agreed that full-width rock ramp fish passes would be the preferred option;*
- *Department of Corrections: To discharge treated stormwater into a tributary of Lake Wiritoo*
- *New approval for variation to Anzac Parade retaining wall issued*
- *Approval to DOC to trial new pontoon at Mangapurua Landing*
- *Approval to FMNZ to vary existing logging consent to include new Forestry NES conditions*

Discussions continued regarding 3 limited-notified applications to take water from the Taungatara, Punehu & Ouri Streams for

pastoral irrigation. Comments on the draft TRC Officer reports were provided on 16.10.2018 and a response to the Applicant's consultant provided on 26.11.2018. A pre-hearing meeting was attended on 29.01.2019 and the Council's request to be heard was withdrawn on all 3 applications on 25.02.2019. An irrigation management plan for the Ouri Stream consent was received for comment on 26/07/2019.

Discussions continued regarding a limited notified application to renew SDC's consent to discharge treated municipal wastewater from the Stratford oxidation ponds to the Patea River. SDC has engaged a new consultant & a meeting to discuss a way forward was attended on 15.05.19.

Comments were provided on the NPDC's draft green spaces management plan (30.10.2018) and Trustpower's Patea HEPS Interim dissolved oxygen report (01.11.2018); the Patea upstream fish trap & transfer report (04.04.19) & the updated Patea aquatic monitoring plan (16.05.2019).

Verbal approval was given for Fonterra to delay installation of new screens on its Tawhiti Stream water intake from November 2019 until April 2020 (18.09.2018).

Approvals for resource consent applications to be processed as non-notified were provided to:

- *STDC for the Rahotu water supply backwash discharge to Pungaereere Stream (20.11.2018).*

Pre-application discussions were held with the following applicants:

- *Mara Trust, Goodin, Coastal Country Farms & Barron regarding renewal of consents to take water from Kaihihi Stream for pastoral irrigation (01.10.2018; 05.11.2018 & 10.01.19). A meeting to discuss a way forward with these consents was attended on 12.02.2019 & comments were provided on the draft TRC Officer's reports (09.05.19). Following receipt of revised*

	<p><i>Officer's Reports, approvals to process the 4 consents as non-notified were given on 23/07/2019;</i></p> <ul style="list-style-type: none"> • <i>SDC Stratford subdivision with 3 watercourses (23.10.2018);</i> • <i>South Taranaki Quarries Ltd. regarding a proposed extension to an existing quarry at Whenuku Road adjacent to the Waingongoro River. A site meeting was attended on 05.09.2018, followed by a meeting on 22.11.2018 and a further site meeting on 04.12.2018;</i> • <i>SDC (RedJacket Engineers) To maintain a culvert in the Mangatoki Stream at Opunake Road to allow for the provision of fish passage (04.09.2018);</i> • <i>SDC (RedJacket Engineers) To replace a culvert in an unnamed tributary of the Mangawhero-iti Stream at Opunake Road (01.10.2018);</i> • <i>NPDC to take water from Mangatete Stream for Okato water supply (15.11.2018). An ecology AEE and draft application was received on 24.01.2019 and comments provided on 30.01.2019. A submission was made to the limited-notified application on 17.04.19 & comments on the draft TRC Officer's Report provided on 27.05.2019. Meetings with NPDC staff to discuss mitigation were attended on 18/06/2019 & 30/07/2019, with agreement on a financial contribution for riparian management reached on 01/08/2019;</i> • <i>Taranaki By-Products (Mitchelldaysh) Inaha Stream and land irrigation consents. A meeting was attended on 02.11.2018. A copy of the application was received on 12.12.2018 and a 2nd meeting attended on 28.02.2019;</i> • <i>STDC regarding a supplementary water take from Mangawhero-iti Stream when the Otakeho take is compromised during high flows (01.11.2018);</i> • <i>Fonterra Kapuni Kaupokonui Stream consents. Comments on technical reports were provided on 18.09.2018. An annual community & stakeholder meeting was attended on 31/07/2019;</i>
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- *STDC Rahotu water supply backwash discharge to Pungaereere Stream (30.10.2018).*
- *Trustpower Ltd. regarding renewal of consents for the Mangorei & Motukawa hydro schemes. Site visits to these schemes were attended, along with Trustpower's consultants on 27 & 28.11.2018. There was a discussion with Rob Greenaway regarding trout fishery and amenity values and how they are affected by the hydro schemes (29/07/2019);*
- *NPDC regarding the Kaitake Trail (Surrey Hill Rd to Pukeiti) which will cross waterways in the Oakura catchment and plans for the de-silting of the Pukekura Park lakes - meeting attended 21.02.2019 with further information about a trial de-silting provided on 27.03.19.*
- *Opunake Hydro: An on-site meeting was attended on 14.03.2019 to discuss a way forward with the re-consenting;*
- *STDC regarding re-consenting of the water take from Kapuni Stream for Hawera supply. A site meeting was attended on 28.05.2019.*

There was discussion with NZTA regarding the reinstatement of the fish pass on the Te Henui Stream SH3 motorway culvert (18.03.2019). Reinstating the fish pass as a concrete rock-ramp structure is not now preferred and NZTA will use "clip-on" ramps and culvert baffles instead.

There was discussion with the TRC rivers engineer about sediment control and fish passage in relation to reinstatement of the SH3 Kent Road Stream washout with a 20m concrete culvert pipe (10.09.2018). This was subsequently revised to the reinstatement of the original Armco culvert. A major log jam on the upper Patea river at Cardiff was reported to the TRC (14.12.2018).

A Trustpower Patea Stakeholders meeting was attended (01.02.2019). TRC annual consent monitoring reports were reviewed and comments made on the sampling regime

<p>2. Engage in and actively advocate for protection and/or enhancement of sports fish and gamebird habitat in the Taranaki Freshwater Plan Review process.</p>	<p><i>for the DH Lepper discharge to Waiongana Stream. The was liaison with the TRC about reconsenting of the Timaru Stream weir (31.01.2019).</i></p> <p><i>The Council received notification (22.05.2019) that Heritage NZ has approved the listing of the Kaupokonui Dairy Factory complex, including the Glenn Road weir, as a Category 1 Historic Place and that it would advocate that it be scheduled in the South Taranaki District Plan. Removal of the weir, which is a major barrier to fish passage, would appear to no longer be an option. Discussed strategy to pursue this further with F&G National CEO</i></p> <p><i>A Wairoa Stream Assimilative Study Report was received from STDC (08/07/2019) as required by their Waverley Wastewater Plant Resource Consent and comments were provided on 11/07/2019. A meeting has been scheduled for 20/08/2019.</i></p> <p><i>There was liaison with Forest & Bird regarding the FW Plan review timeline. Reviewed report on possible flow allocation limits along with recent Environment Court evidence on suitable minimum flow limits. Staff attended a stakeholders meeting to discuss water allocation on 11.12.2018. Liaised with TRC about a ringplain constructed wetland proposal in conjunction with NIWA & Dairy NZ (04.03.2019) that would be used to assess the effectiveness of wetlands to remove sediment, nutrients and FC's in a Taranaki context. A RMLA information evening was attended (30.05.2019) to hear speakers from the Catalyst Group & Office of the PCE talk about the use of Overseer in a regulatory context. Reviewed Hayes etal report on setting minimum flows and allocation limits for trout. An update on the Land and Freshwater Management Plan Review for Taranaki was received on from the TRC on 20/06/2019.</i></p>
<p>Sports Fish Habitat Enhancement 1. Provision of advice and promotion of effective management of riparian land margins throughout the region.</p>	<p><i>Checked out concern over cows impacting on water quality in the Retaruke Stream. Passed on location of disused weir in the Makotuku Stream which will be addressed through the</i></p>

<p>2. Take opportunities to advocate for maintenance of flows to protect fishery values in recognized trout streams.</p>	<p><i>Freshwater Improvement Funding for the Whangaehu River</i></p>
<p>3. Provide technical and administrative support and assistance to Manganuioteao River Riparian Project as required.</p>	<p><i>Liased with the owner of the Opunake hydro scheme & the TRC inflows to maintain water quality in Opunake Lake while the scheme was shut down.</i></p> <p><i>Liased with Jet Boating NZ regarding poor water quality in Lake Rotomanu (12.12.2018; 28/06/2019) & met with NPDC Infrastructure Manager (17.04.19) to discuss reconfiguring the river intake to boost water flow.</i></p> <p><i>Following a check of the river intake on 10/06/2019 where it was found that an inspection plate had come loose, NPDC confirmed that BECA is doing work on the design of a re-configured intake for Lake Rotomanu.</i></p> <p><i>Made a site visit with TRC & Ngaruahine staff (13.03.2019) to assess remedial options for 2 pinch-points to fish passage in the lower Tawhiti Stream that resulted from the historical cutting-off of 2 oxbow loops and also to assess removal options for the Kaupokonui Glenn Road weir.</i></p> <p><i>A potential natural waterfall in the mid-reaches of Kapuni Stream was investigated with Ngaruahine staff on 31/07/2019, but it turned out to be very narrow channel through volcanic conglomerate that will not unduly affect fish passage.</i></p>
<p>4. Undertake and assist with efforts to keep Didymo and other aquatic threats out of the Taranaki Fish & Game Region.</p>	<p><i>Met with new Horizons staff to update project status and agree planned work. Prepared year-end report and were successful in new multi-year joint application with Horizons to address riparian issues on the Orautoha Stream.</i></p>
<p><u>Gamebird Habitat Enhancement</u> 1. Provision of advice to licence holders and landholders regarding the enhancement of game bird habitat and predator control.</p>	<p><i>Met with a Whanganui and a Turakina landowner in association with Horizons RC re wetland development opportunities</i></p>

2. Provision of information and advice to applicants for GBHTB grants. Act where necessary as referees for projects and monitor the implementation of successful applicants to ensure works are carried out to the agreed standard.

3. Promote the need for and provide advice and examples regarding predator control programmes and any other outcomes from the Mallard Research project.

4. Explore options for a wider Nukumarū conservation area involving the respective landowners and agencies.

Met with adjacent landowner at Lake Kohata re possible control of grey willow at the south west end. Also discussed weed control in the lake with an absentee owner.

Discussed willow control around Lake Pauri with landowner and Horizons staff. Met with landowner at Henwood Rd Bell Block (20.02.2019) regarding enhancement of 2 open water wetland areas. Provided advice to an Oakura landowner (15.03.2019) regarding turning a duck pond into a planted wetland to address stormwater flooding issues. Visited a Carrington Road wetland (29/07/2019) to assess options for enhancing duckling production. Provided advice to the owner of a Mangawara Road wetland on QEII Covenancing (25/06/2019).

Two of 4 2018 Taranaki applications to the GBHTB (Takahuri & Cotebrook) were successful with a total of \$7,000 in grant funding approved.

Made site visits to potential GBHTB projects at Huiroa (13.12.2018), Finnerty Road Eltham (19.02.2019), Manu Rd Te Popo, Huiakama (22.02.2019) & Johns Road (24.04.2019). Staff acted as referees for 6 applications to the GBHTB's 2019 funding round.

A site visit was made (11/06/2019) & final referee's report prepared for the Toko Ahuroa wetland Part II, which had \$2,875 in GBHTB funding approved in 2016.

Approval was given (16/07/2019) for the GBHTB to pay out a \$3,000 grant to the TomRon wetlands project at Makahu (2017 funding round).

Site visits were made (27/06/2019) and reports provided to the GBHTB on the Mangaotuku & Makuri wetland projects at Strathmore, which had GBHTB grant funding approved in 2013. Both wetlands were looking good.

	<i>Article prepared for F&G magazine and gamebird hunting newsletter seeking expressions of interest. 5 hunters responded</i>
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<p>Hunting & Habitat Scheme</p> <p>1. Actively promote the Hunting & Habitat Scheme to regional licence holders and landowners including through site visits, regional newspapers, newsletters and other media.</p> <p>2. Provide support for applications to H&HS including advice on design and construction and on-site assistance to create high quality wetlands and hunting opportunities.</p> <p>3. Identify and actively pursue suitable opportunities for development of council owned wetlands.</p>	<p><i>Article written for hunting newsletter profiling the development of Arranmore Wetland</i></p> <p><i>A site visit was made to sign-off H&HS funding for the Eltaunto wetland development (09.10.2018). Four applications were presented to Council at their November 2018 meeting and three approved for \$13,495 (GST incl). A request for an updated H&HS Agreement was received (29.05.2019) from the owners of the Jimmy Stewart wetland as the property is being put up for sale and the new owner will need to sign a new agreement.</i></p> <p><i>A Tariki dairy farm was visited (25/07/2019) to provide advice on wetland creation.</i></p>
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PARTICIPATION AND SATISFACTION OF ANGLERS AND HUNTERS

<p>Angler Access</p> <p>1. Resolution of how best to provide access information to licence holders.</p> <p>2. Explore opportunity and if practical develop a 'put and take' trout fishery in Hawera irrigation pond.</p> <p>3. Production of updated Taranaki Ringplain information on Taranaki F&G website.</p> <p>4. Implement identified opportunities for increased angling access around Lake Mangamahoe.</p>	<p><i>Addressed on case by case basis as part of developing fishing and access information for the website</i></p> <p><i>Agreement negotiated with lessee and a trial release of 250 rainbow trout yearlings made in 2018 & 2019. Permits issued to volunteer anglers to fish over the closed season to assess success of the first release</i></p> <p><i>Updated angling access information including a new map put on website.</i></p> <p><i>Whanganui City Council advised they could no longer store the old Virginia Lake platform. This required extensive maintenance to use again and co-incidentally was approached whether it could be used on a private wetland and agreed to this.</i></p> <p><i>Final NPDC approval for the first Lake Mangamahoe casting platform was obtained</i></p>
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<p>5. Replace / erect new signs consistent with priorities and needs identified in 2018.</p> <p>6. Liaison with the Walking Access Commission to identify potential improvements in public access.</p>	<p><i>(12/06/2019) & the plans have been issued for construction by Red Jacket Engineers. Funding approval from the NTR&GC account was confirmed. The platform footprint was measured up (26/06/2019). Approval was received from Trustpower (23/07/2019) for lake level lowering to allow the platform piles to be driven. A request to remove 1-2 trees from behind the proposed platform site was declined by NPDC (08/07/2019).</i></p> <p><i>A new angler information sign was erected at Lake Ngangana (25.10.2018) and a new sign and track marker poles erected at Lake Namunamu. Three information signs for the lower Patea River trout tagging study were erected between McColl's Bridge & Patea Dam on 26.03.2019. Confirmation was received from NPDC (29/07/2019) that F&G will need to erect stand-alone angler information signs at Lake Mangamahoe. The sign register was updated with respect to Whanganui signs</i></p>
<p><u>Hunter Access / Opportunities</u></p> <p>1. Negotiate, allocate and issue access permits to publicly available hunting areas for the 2019 game bird season.</p> <p>2. Actively seek and develop opportunities for gamebird hunter access.</p> <p>3. Explore mentoring / information sharing opportunities for hunters including public instruction / information days.</p>	<p><i>Sent letters to landowners and managers to confirm access arrangements for Nukumarū and Harakeke areas.</i></p> <p><i>Made recommendations to DOC that permits for gamebird hunting access be issued to named hunters for the Looney's Lake Conservation Covenant (20.02.2019); Te Morere Reserve (15.03.2019 & 30.05.19) & Lake Ngangana (23.04.19).</i></p> <p><i>Wiritoa hunting sign replaced with amended wording. Discussed local resident concerns over the closing of the lake with a representative.</i></p> <p><i>Discussed access to Whanganui Forests with Forest Management NZ</i></p>
<p><u>Licence Holder satisfaction Survey</u></p> <p>1. Refine angler diary scheme to measure angler success and satisfaction for key fisheries in the region.</p>	<p><i>Spreadsheet developed and 2017/18 results entered, analysed and included in Fishery</i></p>

<p>2. Survey and report to Council on the aspirations of waterfowl hunters</p>	<p><i>Monitoring Report to Council at their November meeting. 2018/2019 angler diaries were distributed to 44 anglers, with data from 14 anglers entered into XL by the end of July 2019. Draft angler survey prepared to email to licence holders</i></p> <p><i>Survey of pheasant hunters completed by Survey Monkey and report prepared for December 2018 Council meeting. Survey of waterfowl hunters emailed to all gamebird licence holders for whom we hold an email address.</i></p>
<p><u>Fish & Game Magazine</u> 1. Provide a regional supplement in each of the two special editions of Fish & Game Magazine to be published during the reporting year.</p>	<p><i>Prepared articles for hunting issue and signed off Taranaki pages. Prepared articles for fishing issue & sent to editor 12/07/2019.</i></p>
<p><u>Regional Newsletter</u> 1. Publication of a Hunting and a Fishing Newsletters for regional licence holders and hunting landowners. Hunting newsletter distributed to all rural box holders in the region.</p>	<p><i>Articles prepared for the 2018 regional fishing newsletter. Articles prepared for the 2019 regional hunting newsletter which was also sent to all RD box holders within the region.</i></p>
<p><u>Regional Fish & Game Web Site</u> 1. Publication of information, material and articles of interest to hunters and anglers on the regional pages of the Fish & Game web site. Update of existing pages when new platform is available and thereafter information is regularly updated and easy to find and read.</p> <p>2. Develop local facebook page.</p> <p>3. The production of at least 6 Reel Life articles and 2 Both Barrels articles.</p>	<p><i>Information on kids' trout fishing days published on the website (20.09.2018 & 08.10.2018). Introduction and angling information re-written and published. Ongoing discussions with National Office to resolve difficulties to find information Draft pheasant hunting information written.</i></p> <p><i>Reel Life articles prepared on 19.09.2018, 19.10.2018, 20.11.2018, 12.12.2018, 25.01.2019; 20.02.2019; 20.03.2019 & 23.04.2019. Both Barrels articles prepared on 15.04.2019; 28.05.2019; 28/06/2019 & 24/07/2019.</i></p>
<p><u>Club Visits</u> 1. Council representation at recreational hunting and fishing club meetings across the region.</p>	<p><i>The Inglewood Rod, Gun & Recreation Club's opening weekend trout season weigh-in was attended (07.10.2018), along with the club's "big-four" weigh-in (22.10.2018). A landowner request for help dispersing Canada goose causing damage was passed on to the club (25/06/2019).</i></p>

PUBLIC INTERFACE

<p><u>Liaison</u></p> <p>1. Liaison with Department of Conservation and Conservation Boards and where appropriate attend Conservation Board meetings within the Taranaki Fish & Game Region.</p> <p>2. Where possible proactively engage and work co-operatively with Regional and District Councils, other organisations and groups and the rural community.</p>	<p><i>There was liaison with DOC regarding Opunake Lake water quality (24.09.2018), a kids' trout fishing promotion of Lake Ngangana in the Waipapa Conservation Area (02.10.2018), Kaihihi catchment water consents, a Department of Corrections consent application to discharge stormwater into Lake Wiritoa and over a trial to use a temporary pontoon at Mangapurua Landing.</i></p> <p><i>Took part in five governance meetings for Whangape River Freshwater Improvement Fund including assessment of community fund applications</i></p>
<p><u>Iwi Liaison</u></p> <p>1. Proactively engage and work with Iwi within the region on matters of mutual interest, concern and benefit.</p>	<p><i>There was liaison with the Te Korowai o Ngaruahine Trust (TKONT) regarding:</i></p> <ul style="list-style-type: none"> <i>• 4 consent applications to take water from streams for pastoral irrigation;</i> <i>• SDC road culverts (2);</i> <i>• a STDC supplementary water take from Mangawhero-iti Stream;</i> <i>• fish passage at 2 KiwiRail weirs;</i> <i>• A dairy shed discharge to land & water (26.11.2018);</i> <i>• A TRC report on water allocation;</i> <i>• The Kaupokonui Glenn Rd weir (17.01.2019; 22.05.2019 & 01/07/2019);</i> <i>• Freshwater & terrestrial biodiversity monitoring on PKW farms in the Ngaruahine rohe (meeting attended 14.02.2019).</i> <p><i>A staff whakatau (welcome) was attended at TKONT (17.09.2018). Support was provided to a TKONT Curious Minds application for funding to investigate restoration of habitats along the Kaupokonui River to a standard fit for a blue duck. This application was successful and a field trip to the Kaupokonui by Manaia & Auroa schools was attended (20/06/2019).</i></p> <p><i>There was liaison with Te Kāhui o Taranaki Iwi regarding water quality in Opunake Lake (24.09.2018); the STDC Rahotu water supply backwash discharge to Pungaereere Stream (05.11.2018), measures to improve fish</i></p>

<p>2. Take any opportunities to be involved in and contribute on water related matters through the Taranaki Maunga Settlement process.</p> <p>3. Take an active and constructive role in the Te Kōpuka nā Te Awa Tupua (awa Tupua Strategy Group) set up under the Te Awa Tupua (Whanganui Claims Settlement) Act 2017.</p>	<p><i>passage at the Whanganui Stream (Anglers Ave.) Road culvert (04.02.2019); Kaihihi catchment irrigation consents (04/06/2019) & the Timaru Stream weir (26/07/2019).</i></p> <p><i>There was liaison with Te Kāhui o Rauru Iwi regarding Trustpower's Patea HEPS - Interim Dissolved Oxygen and Temperature Report (01.11.2018).</i></p> <p><i>Liaised with Ngati Rangi Trust over a wetland fencing project</i></p> <p><i>A Kaitiaki Group meeting to discuss environmental enhancement projects in the Tangahoe River catchment (Fonterra consents) was attended (19.11.2018).</i></p> <p><i>Attended briefing meeting on Te Korowai o Wainuiarua process at Raetihi</i></p> <p><i>Prepared article on Te Kopuka for angling newsletter</i></p> <p><i>Attended pre Te Kopuka hui held at National Park and meetings of Te Kopuka Strategy Group held at Te Ihingarangi Marae, Waimiha and Putiki Marae, Whanganui</i></p>
<p>Advocacy</p> <p>1. Promote the protection of freshwater, wetland and upland game habitats and the wider benefits of this.</p> <p>2. Represent the interests of anglers and hunters, and promote the validity of fishing and gamebird hunting.</p>	<p><i>A Wild for Taranaki (WfT) Conservation Week event was attended at Pukeariki (22.09.2018). The annual TRC environmental awards presentation was attended (25.10.2018). The SFO cast the Council's vote for 2 candidates standing for the Board of WfT (08.10.2018). The successful candidates were Jake Goonan & Sam Mortensen. There was liaison with WfT, NPDC & DOC following the killing of pet eels at the Huatoki Plaza (29.01.2019). A WfT quarterly round table meeting was attended (07.03.2019). The SFO attended the annual WfT Biodiversity Forum (02.05.2019) & gave a short talk on wetlands, weirs & fish passage, & water allocation. The SFO attended the release of 20 radio-tagged Pateke (brown teal) at Lake Rotokare & gave a short talk (16.05.2019)</i></p> <p><i>A NZ Geographic article on "Litter Legends" (shotgun wads) was fact checked (18.10.2018).</i></p>

<p><u>Information to licence holders including hunting & angling promotions</u></p> <p>1. Where appropriate support trout fishing events and opportunities using liberations of 2 year old rainbow trout, to encourage participation and family involvement.</p> <p>2. Production of Regional Stillwater Sports Fisheries information on Taranaki F&G website, with an emphasis on perch fishing opportunities and methods.</p>	<p><i>A kids' trout fishing promotion was held at Lake Ngangana, attended by 110 children (27.10.2018). A successful funding application was made to the Taranaki Electricity Trust to cover costs of the December 2018 Stratford kids' trout fishing promotion (05.10.2018). A total of 107 children attended the Stratford promotion held on 15.12.2018. A fishing permit was issued for an Inglewood Lions "kids with cancer" event run at Lake Ratapiko on 18.01.2018. An NPDC event hire agreement was completed (01/07/2019) to book Lake Rotomanu for a kids' trout fishing event on 18/10/2019. There was liaison with the Stratford Fishing Club regarding a TET funding application for the Stratford kids' trout fishing event to be held on 14/12/2019.</i></p>
<p>1. Develop web based information package "Introduction to duck hunting opportunities in the Taranaki Region".</p> <p>2. Provide timely and useful information to licence holders when requested. Proactively utilise opportunities such as newspapers, website and public events to make information available.</p> <p>3. Opportunities for publicity on angling and hunting are taken and copies of coverage reported to Council.</p>	<p><i>Written & verbal information provided to licence holders on request. The Taranaki regional hunting page on the F&G website was updated on 15.04.19. Ad run in NZ Dairy Magazine to inform landowners on game bird bag and season limits</i></p> <p><i>2018/19 fish season articles were provided to the Opunake & Coastal News & Stratford Press (19.09.2018), North Taranaki Midweek & Taranaki Star (20.09.2018), Taranaki Daily News (24.09.2018), Ruapehu Bulletin & Whanganui Chronicle. Articles promoting kids' trout fishing events were provided to 4 Taranaki newspapers, with adverts placed in the Midweek, Coastal News and Taranaki Star. The Lake Ngangana kids' trout fishing event was promoted on the Taranaki Hunting & Fishing Facebook page (18.10.2018). Articles promoting the Stratford kids' trout fishing event were sent to the Stratford Press (23.11.18 & 07.12.18), South Taranaki Star (23.11.18) & Taranaki</i></p>

<p>4. Develop and agree long-term strategy to achieve appropriate hunter behaviour.</p>	<p><i>Daily News (26.11.18). Adverts for this event were also placed in the Stratford Press & Taranaki Star and it was also promoted via the Community Notices on the More FM & Newstalk ZB radio stations. Article on perch fishing published in Whanganui Chronicle feature and editorial on summer fishing around the Waimarino in the Ruapehu Bulletin. A special paradise season press release was sent to 4 newspapers (19.02.2019) resulting in articles in the Daily News (on-line), Taranaki Star, Stratford Press and Fuseworks media. Game season publicity was sent to the Stratford Press, Daily News, North Taranaki Midweek and Taranaki Star on 17.04.19. Articles subsequently appeared in the Stratford Press, Star, Daily News Whanganui Chronicle and Ruapehu Bulletin.</i></p>
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COMPLIANCE

<p>Ranger Management and Training</p> <p>1. The recruitment, training and skill maintenance of Council's Honorary ranger team is consistent with the Compliance Policy and Strategy.</p> <p>2. Provision of safety and compliance training and maintenance of compliance skills is provided on at least two occasions during the year.</p> <p>3. Comprehensive report detailing compliance activities including ranger management and results over the year presented to Council by 31 August 2019.</p>	<p><i>Ranger warrant renewal applications completed for all 13 current rangers. Rangers alerted to the presence of a person acting aggressively at Lake Mangamahoe (12.02.2019).</i></p> <p><i>A 1-day Ranger training was held at Whanganui on 08.09.2018, attended by 6 Rangers & 2 staff; & in New Plymouth on 13.04.2019, attended by 8 Rangers & 2 staff.</i></p> <p><i>Compliance report for 2017/18 season presented to Council at their November 2018 meeting.</i></p>
<p>Compliance</p> <p>1. Compliance checks and any prosecutions are completed consistent with the Compliance Policy and strategy and also the Reparation Policy.</p>	<p><i>Compliance checks were carried out following the opening of the 2018 fishing season, over the Xmas holiday period and long weekends. The diversion process was completed for a case of Fishing Without a Licence. Special paradise season ranging was carried out on 2&9 March 2019, with 16 hunters checked. Opening weekend game season ranging was carried out on 4&5 May 2019, with 71 hunters checked, 2 warnings issued and 1 diversion process completed.</i></p>

	<p>Contact was made with the NZ Police re the possibility of undertaking a joint opening day operation. One Police Officer accompanied Rangers in the Whenuakura area on 4.05.19.</p> <p>A report of 30-40 dead paradise shelduck in the Mohakatino estuary was investigated (18.02.2019) but the cause of death was unable to be determined.</p>
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LICENCING AND AGENTS

<p>Licences</p> <ol style="list-style-type: none"> Hunters and anglers are aware of and can quickly and easily buy their licences on line. Progress reporting on licence sales provided to Council throughout the year. 	
<p>Licence Agents</p> <ol style="list-style-type: none"> Provision of ready and valued support and assistance to agents such that they are kept up to date, resourced and operate as effective licence agents. Agents are fully aware of and are familiar with the new licence categories and able to appropriately advise the buyer. 	

COUNCIL

<ol style="list-style-type: none"> Not less than six meetings of the Council that comply with all legal requirements to be held before 31 August 2019. 	<p>Staff attended a Council meeting on 3.11.2018, which was followed by a field trip to the Mangatotara wetland development. A more formal conflict of interest register was implemented at November 2018 meeting. Staff also attended the Council meeting & AGM in New Plymouth on 08.12.2018 & a Council meeting on 09.02.2019 in Raetihi; in Whanganui on 30.03.2019 & in Waitara on 22/06/2019 attended by NZ Council CEO Martin Taylor. A review of Governance Policy included in March 2019 meeting. Agenda items on National Council papers prepared for upland game preserves, national policy, hunting code of practice, bequests policy, draft infringement policy, prosecution policy and licence fee paper.</p>
<ol style="list-style-type: none"> Council Elections are conducted in an effective, appropriate and timely manner and the new Council 	<p>Council elections were completed and a new Council inducted on 3rd November 2018.</p>

provided with familiarisation and governance training as required.	
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PLANNING AND REPORTING

<p>Management Planning</p> <p>1. Regional policies are developed and adopted when required.</p> <p>2. The 5 year strategic plan is reviewed and agreed by Council by March 2019.</p>	<p><i>Copy of Otago Management Plan obtained and their experiences discussed with Regional Manager</i></p> <p><i>Draft plan rewritten to link to annual report and also include annual milestones for multi-year projects</i></p>
<p>Staff Management</p> <p>1. Effective management of staff and administration of Council.</p>	
<p>Administrative Support</p> <p>1. Implement review outcomes re computing requirements including file storage sharing.</p> <p>2. Implement any outcomes of National Council financial review.</p>	<p><i>Signed up to collective liability insurance organised by National Office</i></p>
<p>Annual Planning</p> <p>1. Adoption of a proposed Annual Budget and Operational Work Plan for 2019/2020 by the Council by 31 August 2019.</p>	<p><i>Provided comments to National Office on 2017/18 budget vs actual variance – no significant issues</i></p> <p><i>Developed draft annual plan and budget for March 30 Council meeting incorporating a new format to reflect Office of the Auditor General requirements</i></p>
<p>Annual Reporting</p> <p>The adoption and presentation by the Council at a public annual general meeting of its audited annual report for 2017/2018 not later than 31 December 2018, and dispatched to the Minister directly thereafter.</p>	<p><i>Finalised 2017/18 accounts and completed Annual Report. Council accepted final report at their meeting of 8 December 2018.</i></p>
<p>Regional and National Liaison</p> <p>1. Effective communication with other regional managers and input and valued comment on issues affecting Fish & Game and sports fish and game bird management.</p>	<p><i>Contributed to discussion over meeting needs, contestable fund process, managers meeting agenda and research priorities.</i></p> <p><i>SFO attended a 1-day National PA meeting in Christchurch on 23.05.2019.</i></p> <p><i>Comment provided on NM legal fund application</i></p>

<p>1. Representation to New Zealand Fish and Game Council by 31 August 2019, of the Council's recommendations for licence fees, fund redistribution, research requirements, and national policy development.</p> <p>2. Representation at the Fish & Game New Zealand Regional Managers meetings.</p> <p>3. Effective communications with NZC staff and comment provided on Fish & Game issues when requested.</p>	<p>Attended February and April 2019 managers meetings</p> <p><i>Provided comment on guides licence paper, Communication Strategy, MfE at risk catchments and regular contributions to draft stocking policy development. Circulated NZC information on Indigenous Fish Bill. Provided comment on pheasant preserve agenda paper and angler's notice format. Comment on Animal Welfare legislation submission, infringement fine levels paper and large dam legislation.</i></p>
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STAFF CO-ORDINATION AND TRAINING

<p><u>Staff Communication</u></p> <p>1. Regular staff meetings and/or phone conferences to share information such that all staff are aware of what is generally occurring, and where appropriate have ready opportunity for input into decisions and management direction.</p> <p>2. Performance reviews are completed for the past year and new objectives agreed for all staff.</p>	<p><i>Phone conference held on 10 October, 27 November 2018, 30 January 2019; 19 March 2019 & 01/08/2019.</i></p> <p><i>Staff PPR's completed for 2017/18 and objectives agreed for new year</i></p>
<p><u>Staff Training</u></p> <p>Staff training identified in performance review process is planned and undertaken.</p>	<p><i>The SFO attended a 2-day WfT GPS training course (6-7.09.2018) and a wetland symposium in Napier (25-28.09.2018).</i></p>
<p><u>Accommodation</u></p> <p>Complete setup of New Plymouth Office and update Whanganui Office signage and layout.</p>	<p><i>Signage updated at NP office</i></p>
<p><u>OSH</u></p> <p>1. All processes and activities are consistent with Council Health & Safety Policy and hazard control plans, reviews and audits occur as scheduled, all necessary equipment and training is provided and new hazards are identified and addressed appropriately.</p> <p>2. All accidents are reported and recorded in the accident register, investigations completed and any identified actions implemented and reported to Council at the next meeting</p>	<p><i>Reported in attached agenda item</i></p>

<p>3. Hazard Control Plans are identified and developed / amended for any new activity.</p> <p>4. An annual review of Health and Safety Management is completed in September 2018 and reported to Council.</p> <p>5. Compliance with HSAW requirements and policy and any issues identified are reported to each meeting of Council.</p> <p>6. Two monthly staff meetings which include a specific agenda item to discuss HSAW are held.</p> <p>7. Staff are actively involved in implementing HSAW policy and ensuring safe workplace.</p>	<p><i>Review undertaken and paper prepared for August 2019 meeting.</i></p> <p><i>Included as an agenda item at each meeting</i></p> <p><i>Meetings held in October and November 2018 and January, March & August 2019.</i></p>
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Recommendation

That the Budget Report to 30 June 2019 and Project Progress Report to 1 August 2019 be received.

TARANAKI FISH AND GAME COUNCIL

The Chairman
Taranaki Fish and Game Council

Financial Reports to 30th June 2019

Please find attached the following reports;

1. Profit & Loss 1 May 2019 to 30 June 2019 and YTD
2. Balance Sheet to 30 June 2019
3. BNZ Statement of Accounts 28 June 2019

RECOMMENDATION

That Profit & Loss and Balance Sheet to 30 June 2019, be received.

Jilli Steedman
SECRETARY
18 July 2019

Profit and Loss

Taranaki Fish and Game Council For the 2 months ended 30 June 2019

	Jun-19	YTD
Income		
2019 Game Licence Sales Agent	25,653	73,903
2019 Game Licence Sales Internet	6,236	11,803
Contracts	296	4,240
Diversion Fish Offences	-	350
Diversion Game Offences	350	350
Fish Licence Sales 2018-2019 Agent	1,442	45,024
Fish Licence Sales 2018-2019 POL	1,217	45,743
Gain on sale	-	15,013
Game Licence Sales 2018 Agent	-	63
Game Licence Sales 2018 Internet	-	101
Gamebird Habitat Enhancement	-	344
Gas Gun Rental	-	680
General	-	200
Grants Received	-	148,222
Interest Income	-	6,212
Interest Income MRP	-	2
Kid's Fishing Days	-	1,487
Non-Resident Licence Revenue	115	3,205
Summer Season permit sales	-	439
Total Income	35,308	357,381
Gross Profit	35,308	357,381
Plus Other Income		
Donations	-	60
Liberations - Other	-	11,000
Patea River costs recovered	-	123
Total Other Income	-	11,183
Less Operating Expenses		
ACC Levy	-	222
Advocacy	-	27
Angler Access	-	21
Angling promotions	-	132
Bank Charges	13	90
Cleaning Administration Building	220	1,210
Clubs	-	300
Commission on Sales	1,401	6,017
Compliance	100	100
Council Catering	287	4,900
Council Meeting Expenses	110	179
Council Travel	563	3,396
Council Venue hire	-	54
Depreciation	-	638

Profit and Loss

	Jun-19	YTD
Equipment Maintenance	163	674
Eyede Charges - Inc GST	36	204
Eyede Charges No GST	173	1,316
Field Equip -Purchases (Under \$2,000)	-	119
Field Equipment Maintenance	-	35
Fish Food Costs	824	2,544
Fish Population Monitoring	145	483
Fringe Benefit Tax	970	970
Gamebird Dispersal	-	1,637
Gamebird Habitat Management & Enhancement	6,152	6,723
Gamebird Population Monitoring	-	8,741
Hatchery	86	4,164
Hatchery Insurance	-	668
Hatchery Power	108	528
Hunter Access	-	269
Hunting & Angling Promotions	275	3,373
Insurance - General	-	1,326
Iwi Liaison	20	20
Kids Fishing Days	-	529
Licence Agents	-	396
Management Contract	16,833	84,167
Managers / National Office Liaison	-	17
Manganuioteao River Riparian Project Expenses	5,644	5,644
National Hunter Survey	1,800	1,800
Office General (was Petty cash)	41	234
Office Premises Rent	5,295	26,474
Other Liberations	-	11,287
Other Reporting / OSH	59	301
Polaris side x side	-	170
Postage	226	1,378
Power Administration Building	340	1,518
Purchases (Under 2,000)	77	446
Ranger Catering & Travel	10	463
Ranger Management	-	180
Ranger Training	-	100
Regional Newsletter	-	7,246
Resource Consents	-	180
Salaries	23,715	118,232
Security	34	184
Signage	-	412
Staff Expenses	-	45
Staff Training	54	552
Stationery	141	1,096
Subscriptions	102	507
Taranaki Hunting & Habitat Project	2,885	5,365
Telephone/fax	860	4,574
Trailer - Hatchery	-	974

Profit and Loss

	Jun-19	YTD
Trailer - Side X Side	28	200
Vehicle Fuel & RUC	1,693	9,250
Vehicle Insurance	-	2,172
Vehicle Maintenance	551	2,092
Vehicle Registration (1995)	159	319
Total Operating Expenses	72,193	339,583
Net Profit	(36,885)	28,980

Balance Sheet

Taranaki Fish and Game Council As at 30 June 2019

30 Jun 2019

Assets

Bank	
BNZ Current Account	91,473
BNZ Term 3031	379,965
MRP	1,606
Total Bank	473,044
Current Assets	
Accounts Receivable	31,894
Total Current Assets	31,894
Fixed Assets	
Accum Dep Vehicles	(28,631)
Accum Dep Buildings	(26,884)
Accum Dep Office Equipment	(17,771)
Accum Dep Plant & Equipment	(12,889)
Buildings	30,681
Office Equipment	24,676
Plant & Equipment	25,014
Vehicles	104,726
Total Fixed Assets	98,923
Total Assets	603,860

Liabilities

Current Liabilities	
Accounts Payable	23,463
Accruals and Prepaid Licences	7,679
BNZ Credit Card - Allen	220
BNZ Credit Card - Glenn M	96
Duck Stamp Levy Clearing	3,130
Employee Entitlements	21,450
GST	8,154
Total Current Liabilities	64,193
Total Liabilities	64,193
Net Assets	539,667

Equity

Accumulated Funds	154,325
Asset Replacement Funding	97
Back Country Fisheries Reserve	5,912
Current Year Earnings	28,980
Fisheries Project	15,886
Hunting & Habitat Scheme	373,183

Balance Sheet



Manganuioteao River Riparian Project	30 Jun 2019
Net Surplus/(Deficit)	7,027
Total Equity	(45,743)
	539,667

THE SECRETARY
 TARANAKI FISH & GAME COUNCIL
 PO BOX 4152
 WHANGANUI 4541


Bank of New Zealand
 Wanganui Store
 124 Victoria Avenue
 Wanganui
 Telephone 0800 800 468
 Facsimile 06 345 5439
 WWW www.bnz.co.nz

Statement of Accounts as at 28 June 2019

Your Accounts at a Glance

Account	Account Number	Maturity Date	Balance
 Non Profit Org A/C	02-0792-0332133-000		91,472.87
 MRP	02-0792-0332133-001		1,605.73

Your Other Accounts at a Glance

Account	Account Number	Maturity Date	Balance
 Term Deposit	36332133-03031	02 Sep 2019	379,964.90

Our investment statements and current disclosure statement may be obtained free of charge from any Bank of New Zealand store, or viewed at www.bnz.co.nz.

TARANAKI FISH AND GAME COUNCIL

The Chairman
Taranaki Fish and Game Council

Correspondence Schedules

Please find attached Inwards and Outwards correspondence schedules to 12 August 2019.

RECOMMENDATION

That Inwards and Outwards correspondence schedules to, 12 August 2019, be received.

Jilli Steedman
SECRETARY
12 August 2019

INWARDS CORRESPONDENCE

Corr No.	Date	Meeting	FROM	FILE NO	Staff/Councillor	SUBJECT
1	13.6.19	Aug-19	Haidie Burchell-Burger TRC	2.3.5	Allen	Technical Reports
2	13.6.19	Aug-19	Carmel Veitch	4.6.3	Jilli	New contact for Insurance
3	13.6.19	Aug-19	Hywel Edwards beca	2.3.3	Allen	Reviewed Kaitake Trail construction
4	14.6.19	Aug-19	Jack Kos NZC	4.5.1	Glenn	New National Policies - Bequest & Setting National Policy
5	14.6.19	Aug-19	ospri	2.3.8	Glenn Allen	Aerial Possum Control - Project Southern Ruapehu
6	28.6.19	Aug-19	James Kitto TRC	2.3.5	Allen	Fonterra Kapuni: Annual river Intake clean
7	12.7.19	Aug-19	Fonterra	2.3.3	Allen	Invite to a Community Meeting at Fonterra Kapuni 31.7.19
8	16.7.19	Aug-19	Felipe Muller biomar	1.1.7	Allen	Q3 prices for Hatchery
9	23.7.19	Aug-19	Anna Johnston TRC	2.3.5	Allen	Draft Officer reports - Goodin & Sons, Kaihihi Trust, O'Mara Trust & Coastal Country Farms
10	25.7.19	Aug-19	Robert Sowman NZC	4.5.1	Glenn	A gamebird habitat stamp to in a form approved by the Minister
11	26.7.19	Aug-19	Angela Lane LOWE environmental Impact	2.3.5	Allen	Campbell Irrigation Management Plan
12	30.7.19	Aug-19	Karen Astwood	2.3.3	Allen Glenn	Kaupokonui Weir meeting 13 August
13	30.7.19	Aug-19	Mercury Energy	1.1.7	Glenn Malcolm	Power outage notification at Hatchery 20.8.19
14	1.8.19	Aug-19	Anna Johnston TRC	2.3.5	Allen	Mangatete Abstraction consent
15	7.8.19	Aug-19	Jack Kos NZC	3.2.1	Glenn	Anglers Notice

OUTWARDS CORRESPONDENCE

Corr No	Date	Meeting	To	File No	Staff Councillor	Subject
1	12.6.19	Aug-19	Robert Sowman	2.2.1	Allen	Ahuroa Road Biodiversity wetland part 2 - Final Reeree's Report
2	19.6.19	Aug-19	Carl McKay	1.2.11	Glenn	Authority to Disturb Gamebirds
3	24.6.19	Aug-19	Olivia Sullivan, Trustpower	2.1.3	Allen	AMP comments update and Eel bypass effectiveness
4	28.6.19	Aug-19	Aviagen NZ Ltd	1.2.11	Allen	Authority to Disturb Gamebirds
5	28.6.19	Aug-19	Graham Holt	1.2.11	Allen	Authority to Disturb Gamebirds
6	28.6.19	Aug-19	Robert Sowman	2.2.1	Allen	NZ Game Bird Habitat Trust Grants No.10 Makuri Wetland
7	28.6.19	Aug-19	Ross Goldsack	2.1.3	Allen	Tongaporutu temporary speed uplifting - Jetboating NZ event
8	28.6.19	Aug-19	Robert Sowman	2.2.1	Allen	NZ Game Bird Habitat Trust Grants No.9 Mangaotuku Wetland
9	16.7.19	Aug-19	Feizal Jaffar	1.2.11	Allen	Authority to Disturb Gamebirds
10	23.7.19	Aug-19	Anna Johnston TRC	2.3.5	Allen	Kaihihi - F&G non-notified approvals
11	24.7.19	Aug-19	Toby Edwards	3.6.1	Jilli Glenn	Invalid licence
12	24.7.19	Aug-19	Richard Cosgrove	3.1.1	Allen	Both Barrells
13	30.7.19	Aug-19	Suzanne Cursons	1.2.11	Allen	Authority to Disturb Gamebirds
14	2.8.19	Aug-19	Taranaki Electricity Trust	1.1.8	Allen Glenn	Grant application form the Stratford Fishing Club

