

CONFIRMED MINUTES

NCFG COUNCIL MEETING



At the **North Canterbury Fish and Game Council Meeting** on **20 Sept 2023** these minutes were **confirmed as presented**.

Name:	NORTH CANTERBURY FISH AND GAME COUNCIL
Date:	Wednesday, 19 July 2023
Time:	5:37 pm to 8:24 pm (NZST)
Location:	NORTH CANTERBURY FISH AND GAME COUNCIL, 595 JOHNS ROAD, HAREWOOD, CHRISTCHURCH
Board Members:	ALAN STRONG (Chair), GRAEME NAHKIES, KEN LLOYD, NIALL COSTER, PHILLIP MUSSON, RICHARD O'KEEFE, TREVOR ISITT
Attendees:	DEBBIE AMBLER, Rasmus Gabrielsson
Apologies:	Dave Coll, DAVE BARRON, CHRIS BRANKIN
Guests/Notes:	MATTHEW GARRICK, RICHARD COSGROVE

1. Opening Meeting

1.1 Welcome by Chairman

The meeting opened at 5.36 pm

1.2 Karakia

In the absence of C Brankin, Cr Strong carried out the Karakia

1.3 Confirm Minutes Dated 24 May 2023

NCFG Council Meeting 24 May 2023, the minutes were confirmed with the following changes:

See Notes below

Points noted -

- **1.5 Co-opt C Brankin to the NCFG Council** - A new Statutory Advisor to the North Canterbury Fish & Game Council had been appointed by Ngai Tahu. C Brankin's tenure as the Ngai Tahu appointment formally finishes when the new representative attends a NCFG Council meeting. C Brankin then becomes a co-opted member of the NCFG Council with no voting rights however he is able to put speak to and forward motions. Council agreed to recognise C Brankin for his valuable contribution as the Ngai Tahu appointed Statutory Advisor to this Council over the past six years.
- **2.3 Sea-Run Salmon Bag Limit Recommendations** - to clarify the meaning of the recommendation labelled 1. the footnote becomes part of the recommendation and reads as such:

- o Combined spawning population size between 1,200 and 5,100 fish - retain two fish season bag limit. For the season bag limit to increase the spawning population size will need to exceed this number for three consecutive years, to ensure recruitment benefits are achieved.



Minutes of the NCFG Council Meeting - 24 May 2023

That the minutes of the NCFG Council meeting dated 24 May 2023 be accepted with the noted change.

Decision Date: 19 Jul 2023
Mover: RICHARD O'KEEFE
Seconded: NIALL COSTER
Outcome: Approved

1.4 Interests Register

No changes were noted.

2. FOR DECISION

2.1 2023/24 Financial Budget

- **Discussion points noted:**
- **Post-1926 - Health and Safety** - No financial value could be placed on the daily commitment by staff towards health and safety. Planned hours in the Operational Work Plan already include time taken to carry out the Health and Safety Policy of NCFG. It was advised that the Health and Safety Committee would complete an internal audit of NCFG in the near future. The cost of an external audit was discussed.
- **Post-1923 - Staff Training** - Courses and conference funding for staff would be taken from within relevant budgets as appropriate.
- **Post-1520 - Ranger Training** - Noted that initial training for new compliance staff is funded by New Zealand Council.
- **Post-1413 - Iwi Liaison** - The hours against this post will be measured and adjusted next budget as necessary.

Noted that all Fish and Game staff could apply for and on acceptance are able to further their training via a staff scholarship grant, which is funded by New Zealand Council.

Any funding not included in the budget will require a proposal to NCFG for the use of reserves.



Health and Safety Audit

The CE on behalf of Council is to write to the New Zealand Fish and Game Council and inquire if they could suggest an external Health and Safety auditor.

Due Date: 20 Sept 2023
Owner: Rasmus Gabriellsson



Staff Training

The CE to review the budget for staff training.

Due Date: 20 Sept 2023
Owner: Rasmus Gabriellsson



2023/24 Budget

That Council approves the 2023-24 Financial Year Budget, including the planned use of reserves as described in the proposed budget.

Decision Date: 19 Jul 2023
Mover: TREVOR ISITT
Seconded: PHILLIP MUSSON
Outcome: Approved

2.2 Operational Work Plan (OWP) 2023-24 Financial Year

Health and Safety are recognised as part of normal day-to-day operations and should be demonstrated in operational processes, e.g. in the weekly/monthly staff Health and Safety meetings and supporting documents.

Before submitting the OWP to the Minister for Conservation,

- The CE is to:
 - Ensure temporary (seasonal) staff expenses and estimated hours are added to both the 2023/24 budget and OWP to allow for seasonal employees to support increased compliance work, due to the introduction of the Designated Waters Licence in the 23/24 fishing season.
 - Clarify the percentage of hours / staff effort against each of the key output areas within the OWP.
 - Complement OWP document with separate list outlining expected outcomes for key project within Output Areas.



2023/24 Operational Work Plan

That the Operational Work Plan be accepted with changes as stated prior to submitting to the Minister for Conservation.

Decision Date: 19 Jul 2023
Mover: KEN LLOYD
Seconded: NIALL COSTER
Outcome: Approved

2.3 Financial Reserves

Muriwai (Coopers Lagoon) Maimai Management Report - This Agreement allows for an allocation of 24 maimais located around Muriwai, in which NCFG's responsibility is to locate, register and map all usable maimais and to remove derelict maimais from Ngai Tahu land.

This Agreement has been in force since April 2016 and as yet no fund has been established to carry out any work required. It was noted that the full payment for 24 maimais should be made or the allocation from Te Rununga O Ngai Tahu (TRONT) may possibly be reduced to the number that NCFG actually reports.

A letter has been drafted by Cr Brankin to seek NCFG levy reductions from NZC to account for contributions made to the Muriwai and Te Waihora (Lake Ellesmere) Joint Management Plans as per their respective Agreements.



Muriwai (Coopers Lagoon) Management Report

The Council resolves to pay the amount in arrears since 2016 and the current year's contributions to this Agreement between NCFG and Te Rununga O Ngai Tahu (TRONT) (2016) from General Reserves totalling **\$8,397.12**.

Cr O'Keefe voted against it.

Decision Date: 19 Jul 2023
Mover: TREVOR ISITT
Seconders: KEN LLOYD
Outcome: Approved



Muriwai (Coopers Lagoon) Management Report

The CE to set up a Restricted Reserve for the Muriwai (Coopers Lagoon) Maimai Agreement.

Decision Date: 19 Jul 2023
Mover: PHILLIP MUSSON
Seconders: TREVOR ISITT
Outcome: Approved

Te Waihora (Lake Ellesmere) Maimai Management Report - Noted that the habitat and access around Te Waihora were not good, however, the Joint Management Agreement allowed different organisations to have the opportunity to carry out improvements as deemed necessary.

An inventory of maimais was undertaken in 2023 to allow planning for the removal of derelict maimais from the Greenpark Sands, and to improve access opportunities at a variety of locations in the 2023/24 financial year. The maimai count had been underestimated in previous years and the allowable maximum has been increased to 335. The maximum figure of 335 will be used to calculate the maimai fund financial contribution. It was discussed that using lesser figure could result in the reduction of allowable Maimais on the lake.

The CE was asked to ensure a program to assist users in finding potential spots to set up maimais around the Lake is implemented. The intention is to increase the number of hunters and Maimais on the lake.



Te Waihora (Lake Ellesmere) Maimai Management Report

That Council approves the new maximum number of maimais for the Te Waihora Maimai Management Plan to be 335.

Decision Date: 19 Jul 2023
Mover: NIALL COSTER
Seconders: TREVOR ISITT
Outcome: Approved



Te Waihora (Lake Ellesmere) Maimai Management Report

The Council approves paying **\$14,651.23** to the Te Waihora maimai fund as follows: **\$8,000** current budget amount and the balance of **\$6,650** non-budgeted via additional game bird licence income and/or from General Reserves.

That NCFG applies to NZC to either:

1. Have maimai numbers removed from the regional licence sales income target, a letter drafted by Cr Brankin or
2. Apply for a contestable funding bid in 2024 for a maimai budget increase.

Noted Cr Musson voted against - his stated reason is that we need to have a plan in place to get hunters to use maimais around Te Waihora.

Decision Date: 19 Jul 2023
Mover: NIALL COSTER
Seconders: RICHARD O'KEEFE
Outcome: Approved



Delegation of Spending Authority

That Council delegates authority to the CE to approve planned expenditure from reserves (excluding Asset Replacement Fund) as outlined in the 23/24 budget.

Decision Date: 19 Jul 2023
Mover: RICHARD O'KEEFE
Seconder: PHILLIP MUSSON
Outcome: Approved



Delegation of Authority to Use Te Waihora Maimai Fund

That Council approves the CE to develop project proposals, then seeks Council approval before submitting these proposals to DOC and TRONT for the use of the Te Waihora Maimai fund.

The Council is to approve any spending from the Maimai fund.

Decision Date: 19 Jul 2023
Mover: PHILLIP MUSSON
Seconder: NIALL COSTER



Designated Waters Reserve

The CE is to set up a new Dedicated Reserve called the "Designated Waters Reserve" for the purpose of collecting and spending Designated Waters licence income.

Decision Date: 19 Jul 2023
Mover: ALAN STRONG
Seconder: RICHARD O'KEEFE
Outcome: Approved

Asset Replacement Fund (ARF) - Note that the Woolridge boat will not meet future survey requirements so the ARF plan included expenditure for replacement of the lake boat.

The CE recommended that the Finance Committee, develop a policy on asset replacement.



Asset Replacement Fund for 2023/24

That Council approves the proposed Asset Replacement Fund proposal as outlined for the 2023/24 financial year.

Decision Date: 19 Jul 2023
Mover: NIALL COSTER
Seconder: KEN LLOYD
Outcome: Approved

3. STANDARD REPORTS

3.1 Chairman's Report

3.2 CE Report

3.3 Finance Report

3.4 NZC Report

3.5 RMA Update

3.6 Health and Safety Report

Health and Safety requirements -

- Set up a register to show the age of each vehicle and when it should be disposed of;
- Set up field equipment register outlining the date of purchase and when due for replacement and;
- Ensure job safety analysis sheets are completed correctly.

3.7 FIF Project Report

3.8 Updates from Sub-Committees of Council (Verbal)

Chief Executive Employment Committee - Meeting In-Committee after this meeting.

Finance Committee - Required to check and if needed develop a Terms of Reference.

Health and Safety Committee - Complete an audit of NCFG in the next couple of weeks.

3.9 Acceptance of Submitted and Verbal Reports



That all Reports both written and verbal be accepted.

That all Reports both written and verbal be accepted.

Decision Date: 19 Jul 2023
Mover: NIALL COSTER
Seconder: KEN LLOYD
Outcome: Approved

Council noted the quality of all reports and commended staff on them.

4. GENERAL BUSINESS

4.1 Fishing Competitions

A Council Policy on fishing competitions was required relating to the definition of a competition and the determination of when and how fees are charged to hold one.

5. FOR INFORMATION STAFF REPORTS

5.1 Game Bird Hunting Regulations

The 'For Information' paper outlined a number of proposed regulation changes.

A short discussion on Chukar, and the viability to have a season for them in the NCFG region.

The Policy for regulation review was discussed, and staff will be providing recommendations back to the council including information on any public submissions received.

5.2 DRAFT Swan Harvest Strategy

A Draft Strategy and Black Swan Adaptive Management Plan was presented for information.

The Draft Strategy and Policy for hunting regulation review was again discussed. Staff will be providing recommendations to the council, which include consideration to outcomes from consultation with landowners, stakeholder and Treaty Partners along with any public submissions received.

5.3 Commercial Origin Salmon Releases

5.4 Sea Run Salmon Harvest Survey

5.5 Sea Run Salmon Licence Survey

5.6 Amuri Salvage

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____