



NORTHLAND FISH AND GAME COUNCIL

AGENDA

PLACE:	NORTHLAND FISH & GAME OFFICE UNIT A5, 7–11 NELL PLACE, WHANGAREI
DATE:	<u>Friday 8 November 2024</u>
MEETING STARTS:	7.00pm
DINNER:	6.00pm

Welcome/Apologies

Annual or One Year Agenda **Pg 1**

**Confirmation of Minutes of Meetings held at
Whangarei on the 20 September 2024** **Pg 2**

Matters Arising from Minutes

Presentation and acknowledgement to retiring councillors

F&G Elections – Election of Chairman and NZC appointee

Managers' Report	Pg 7
Field Officers Reports	Pg 13
Health & Safety Report	Pg 19
Executive Limitations Report	Pg 20
Financial Reports	Pg 22
Correspondence Schedule	Pg 27

Other Business

NORTHLAND FISH & GAME ANNUAL OR ONE-YEAR AGENDA

Meetings	Council process	Regular agenda items	Annual items	Ad hoc items
Thursday 25 January 2024	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Finalising Game Notice ▪ Evaluation of Council’s Governance Review ▪ Confirm trout order for 2025 liberation 	<ul style="list-style-type: none"> ▪
Friday 8 March 2024	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Draft Budget -Items to be considered for following year business plan ▪ Report from Chairman on governance review 	<ul style="list-style-type: none"> ▪
Friday 17 May 2024	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Budget & Licence Fee Recommendations ▪ Anglers Notice – issues requiring NZC consideration ▪ Draft OWP 	<ul style="list-style-type: none"> ▪
Friday 26 July 2024	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Budget and OWP – final sign-off ▪ Managers Annual Performance Review 	<ul style="list-style-type: none"> ▪
Friday 20 September 2024	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items. Final meeting of current council before elections 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Meeting programme - dates & venues for next year’s meetings. ▪ Managers performance review report 	<ul style="list-style-type: none"> ▪
Friday 8 November 2024	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items. Inaugural meeting of new council 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Induction for new councillors to Northland Fish and Game Council ▪ Governance training 	<ul style="list-style-type: none"> ▪
Wednesday 11 December 2024	<ul style="list-style-type: none"> ▪ Routine – Apologies, minutes of previous meeting, matters arising, agenda items. 	<ul style="list-style-type: none"> ▪ Managers Operational & Financial Reports ▪ Urgent General Business 	<ul style="list-style-type: none"> ▪ Chairman and Managers Annual Report ▪ Financial Statement for year ended 31 August 2024 ▪ Draft Game Notice 	<ul style="list-style-type: none"> ▪

NORTHLAND FISH & GAME COUNCIL
UNCONFIRMED MINUTES OF A MEETING
HELD AT THE NORTHLAND FISH & GAME OFFICE
NELL PLACE, WHANGAREI
7.00PM FRIDAY 20th SEPTEMBER 2024

PRESENT:

Chairman: Phil Durham

Councillors: Cameron Shanks, Mark Bell, John Skeates, Darryl Reardon, John McEntee, Kelvin Ellis, Russell Daniels

Staff: Craig Deal (Manager), Rachael Quin (Administrator)

Members of the public: Noel Birchall, Barry Barnes, Lloyd Altham

The Chairman welcomed the councillors and members of the public. The Conflict-of-Interest register was circulated around the table for all councillors to sign and declare any conflicts.

APOLOGIES: Penny Smart (Northland Conservation Board representative)

It was moved: *The apologies are accepted.*
Cameron Shanks / Russell Daniels **CARRIED**

It was moved: *The member of the public is given speaking rights.*
Mark Bell / Cameron Shanks **CARRIED**

Previous Minutes

It was resolved: *That the amended minutes;*
“\$500 transferred from 1954 Equipment Insurance to 1981 Field Equipment purchases”
of the previous meeting held on the 26th July 2024 are confirmed as true and correct.
Russell Daniels / Darryl Reardon **CARRIED**

Matters Arising

The Chairman reported he had raised concerns to NZ Council regarding the diversion and reparation issue.

The policies file is up to date and signed.

The manager advised the Wairua issue is ongoing.

The Chairman requested the reserves classification description to be added to the next agenda.

Action: Rachael to add future agenda item

The Chairman requested the competencies for a small region manager be emailed to him.

Action: Manager to email competencies to the Chairman.

Managers' Report

1210 Resource Management Act

The manager reported a favourable response regarding the Kaitaia wastewater treatment plant.

1228 Wairua River Wildlife Management Reserve

The manager requested clarification of the position of Northland Fish & Game Council's involvement with the Wairua Reserve. Levels of involvement were discussed including the need to create open areas of communication, predator control and maintenance enabling hunter access.

It was moved: *That the Manager contact Ngā Kaitiaki o Ngā Wai Māori with a view to establish a working relationship at the Wairua River Wildlife Management Reserve.*

Kelvin Ellis / John McEntee

CARRIED

1531 Prosecutions

The manager advised on the progress of prosecutions and potential diversion funds donated to Game Bird Habitat Trust. Barry Barnes spoke on behalf of NZ Council stating a diversion scheme proposed is progressing. Cr. Daniels suggested those prosecuted for not having a game bird licence should be made to purchase one. The Manager will investigate this as a possibility. Cr. Skeates enquired about making public the outcome of prosecutions as a deterrent. The manager intends to.

Councillors discussed problem birds and improving connection with landowners. Lloyd Altham suggested an interest article in farming magazines prior to the game bird season.

Action: Rachael to enable a website form for landowners to register problem birds issue.

1840 National Liaison

The manager commented that the upcoming wetland visit will be a good advocacy opportunity. The chairman suggested involving Mana Whenua in the official welcome.

1315 Fish Tuition Day

It was moved: *That the Financial Report is adopted.*

Kelvin Ellis / Mark Bell

CARRIED

General Business

Noel Birchall commented that contestable funding is a divisive system for the organisation.

Cr. Daniels thanked Cr. Reardon for his efforts as the regional representative.

There being no further business the Chairman declared the meeting closed at 9.46pm.

Phil Durham
Chairman

To: All Councillors
From: Craig Deal
Date: 28 October 2024
Subject: Managers Report

The following is an account of activities that management has been involved in since the 20 September 2024 meeting.

1110 Species Monitoring

Pheasant crow counts were conducted over the period 22-24 October. Three transects were completed – Jack Bisset-Greenheart area, Hikurangi swamp area and Summit Forest Kaitaia.

1119 Trout Population Assessment

A netting survey was carried out in Lake Manuwai. This confirmed growth rates and survival of fish from each year's liberation.

1160 Releases

Ngongotaha hatchery reared excess brown trout from this year's spawning season so the trout order for the 2025 liberation has been amended to substitute 500 brown trout in place of rainbows. The new plan for the 2025 liberation is:

- Wilsons Dam – 400 brown
- Whau Valley – 200 rainbow/100 brown
- Lake Manuwai – 400 rainbow

In recent years, browns have been liberated into Wilsons Dam and Whau Valley every two years, however the last liberation of browns was in 2020.

1181 Game Bird Dispersal

Refer to field officer report.

1210 Resource Management Act

The resource consent for Meridian Solar Farm in Ruakākā was granted. Forest and Bird are appealing the decision to the Environment Court with a view to imposing conditions that prevent the destruction of rare wetland to establish solar panels. NFGC will join this appeal to support preservation of valuable game bird habitat and to reduce the risk of birds colliding with solar panels by having them placed further away from the margins of the remaining wetland.

1220 Works and Management

1221 Jack Bisset Wetland

Predator control has recommenced after the hunting season. Stand audits have been completed.

1225 Flaxmill Wetland

Predator control has recommenced after the hunting season. Stand audits have been completed.

1226 Kawakawa Wetland

Stand audits have been completed.

1227 Te Hiku Forest Predator Project

The Kaitaia Field Officer has commenced a cat control operation in Te Hiku Forest.

1228 Wairua River Wildlife Management Reserve

I met with DOC staff regarding the wetland and the joint management agreement that currently exists. DOC are wanting to do away with the agreement as it is not in line with their usual procedures and is legally questionable for them. They wish to have NFGC in a community agreement. I have made it clear that NFGC feels that higher consideration is warranted as a community agreement has uncertainty with what works can be approved and what level of certainty, we can offer the hunters that frequent the reserve. A meeting is going to be called with all affected parties to explore a way forward. A potential option is to have the reserve vested to NFGC as the administering body. This would give NFGC control over the wetland management but is unlikely to be welcomed by Iwi and Hapū unless a similar management agreement, as exists currently, can be arranged.

A toxin operation (Feratox – Cyanide) is planned by DOC from November onward. I have requested that hunting permits still be issued for February, and that good signage at all entry points is posted. The operation and risk period should be completed by the main game season in 2025.

1310 Access

The Whau Valley fishing tuition day was successful with close to 30 people coming along. It seemed like the information was well received and anglers enjoyed the event despite a persistent cold breeze blowing. Thanks to Cr Daniels for his support.

After feedback from NFGC, Manulife investments have commenced cat control in some pine forests. This will result in higher game bird populations for hunters.

Liability insurance for forestry hunting permits has been renewed for the year.

Advertisement for available stand ballots has occurred in accordance with the Ballot Policy and Procedure. The draw will occur the week of 11 November.



NFGC staff addressing attendees at the Whau Valley Fishing event on 5th October 2024

1330 Newsletters

A Reel Life article for October has been produced.

1411 Conservation Board Liaison

Nothing has been heard regarding Te Hiku CMS submission and hearings.

1423 Fish and Game website updates and maintenance

The new Fish and Game website is working well. Edits are made as required.

1431 Media Liaison

Southland Federated Farmers have lashed out publicly at Southland F&G Council over their advocacy on the Southland land and Water Plan which has set thresholds requiring farms to need resource consent for diffuse discharges (cow urine). Southland Federated Farmers have asked the government to intervene to enforce a Land and Water Plan that is more lenient to farming practices, and to strip Fish and Game of its advocacy role nationally. They have encouraged farmers to cease allowing anglers to cross their farmland to access waterways to fish, and to take down anglers' access signs.

1440 Public Promotions

The competition offering a free full season licence to be drawn from a pool of all anglers that submit weight and length for trout caught in Northland is being run again this season.

1451 Regional A&P Shows

NFGC staff have been invited to have a presence in the Outdoor Zone at the Northland Field Days 27 Feb – 01 Mar 2025. There is enthusiasm for this amongst the staff. Attendance at the event is unlikely to make a noticeable boost in licence sales but does contribute to the national strategic objective of "Public Perception and Legitimacy".

1455 Information to Licence Holders and Members of the Public

Queries over the last month have mostly been regarding game bird control.

1520 Ranger Training

The field officers and I attended CERT refresher training in Ngongotaha on 17 August.

1531 Prosecutions

Seven individuals have been prosecuted for offences over the special season and opening weekend of the game season 2024. All have been dealt with through a diversion program and are awaiting dismissal of charges on 11 November 2024.

Charges have been filed against the hunter that posted a video of himself shooting paradise ducks with a .22 magnum (Hunting during close season and hunting with unauthorised method). He is also currently in a diversion program that has focussed on an educational approach rather than a punitive one.

1600 Licensing

For the new fishing season Northland sales are up 23.4% on last year. Overall fish licence sales nationally are down 3%.

This coming fishing season is the first without regulation books being handed out with all licence purchases. Regulations will be made available through:

- The Fish and Game website
- The issue of a card with a QR code that leads to the regulation's website
- The printing of smaller regulation cards for each region that will be made available on request

Licenses for the new fish season have been on sale for a few weeks now. One complaint regarding the new regulation books has been received.

1630 Commission

Commission is being paid by way of a credit on invoices issued to agents.

1710 Council Elections

The new NFGC has 11 members. Inductions will occur at this first meeting of the new council.

1821 Annual OWP/Budget

The new OWP and Budget is underway as of 01 September 2024. Development of the Statement of Service Performance for 2023-2024 financial year is underway, and the financials are currently with the auditor.

1840 National Liaison

The Labour Party Spokesperson for Conservation, Priyanca Radhakrishnan, visited Northland to view wetlands on 03 October. Barrie Barnes and Richie Cosgrove from NZC attended. The visit included a tour of the Hikurangi swamp, Jack Bisset wetland and Underwood wetland to demonstrate:

- What a degraded environment looks like, and the challenges it poses to wildlife, water quality and management for competing values

- The quality wildlife habitat that is created by constructed wetlands
- The difficulties faced with wetland construction and what is needed from government to lessen the regulatory burden
- The conservation value of Fish and Game activities
- The contribution that licence money makes to conservation

The visit was a success and was enjoyed by Priyanca.



Labour Spokesperson for Conservation Priyanca Radhakrishnan planting a cabbage tree seedling in the Underwood Wetland

Consultation

Feedback has been submitted for the consultation items from the last meeting:

- Sportsfish and Game Management Plan policy documents
- NZC Meeting and Budget Schedule 2025

1900 Administration

The office has been open for all the required hours during the reporting period and has served the public and licence holders.

A new Mitsubishi Triton has been purchased for Kaitaia Field Officer. His previous Isuzu D-Max is currently on the market.

The Council's assets are well maintained and fully insured. Insurance for vehicles, the vessel and contents has been renewed for 2024-2025.

Recommendation

That the Northland Fish and Game Council receive this report.

A handwritten signature in black ink, appearing to read 'Craig Deal', enclosed within a large, loopy oval shape.

Craig Deal
Manager
10 September 2024

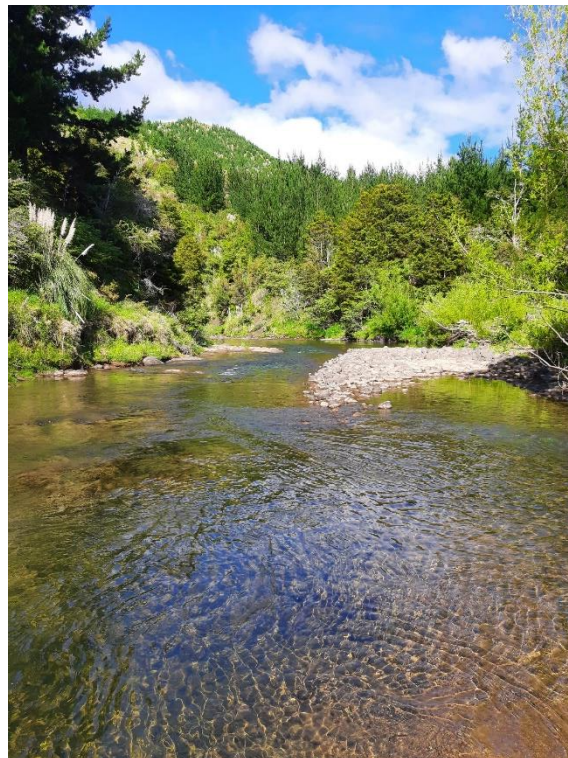
To: All Councillors
From: Graham Gallagher
Date: 03/09/2024
Subject: Field Officer Report (Whangarei)

1111 Trend counts and population monitoring.

Pheasant crow counts were conducted in October. This is the third year for these counts. I will provide a report at the December meeting. It appears that counts are highest in areas of intensive dairy farming.

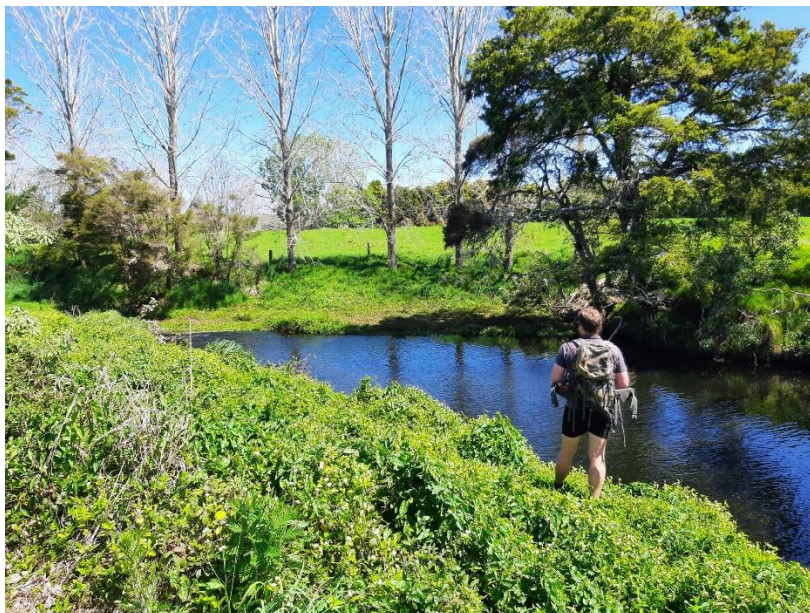
1119 Trout population assessment

I have been out and about getting a better handle of some of our more remote and less fished fisheries. I spent half a day in the headwaters of the Opoteke river which feeds into the Mangakahia River. The river is very “boney” with large boulders along the course of the river. There are many deep pools that break up the boulder runs. The fish seem to reside in the deep pools. Four rainbows were seen in one pool. Possibly up to a maximum of 800g and several age classes. Access is difficult as the river channel is away from the road in most places and goes through private farmland. There are possibly four access points that could be established with little difficulty. I again did some investigating in the main Mangakahia River and one of its tributaries. No sports fish were found only a school of mullet.



Opoteke River

I spent some time in the headwaters of the Kerikeri River (Waimokaikai Stream). This lovely stream has the Te Araroa Trail run beside it for over 5km providing easy access from SH1. The stream runs over volcanic bedrock and areas with little riparian vegetation allowing easy casting. Several rainbow age classes were observed up to 700g. This would be another ideal access point to promote.



Waimokaikai Stream – Kerikeri

A trout monitoring operation was carried out at Lake Manuwai in Waipapa. This is the second time we have done this to try to ascertain the quality of the fishery. The water temperature of the reservoir was 18.2 degrees. There was an algae bloom present (very similar to Wilson Dam). There is very little aquatic vegetation in the reservoir. Few fish were detected on the southerly. Three fish were caught and measured, one was from the 2024 releases, the second from 2023 and one without fin clips. It is possible that this is a wild fish, or more probable, a missed clip from the hatchery. Most of the fish gut content was midges with some other flying insects and very little else. These conditions explain the poor growth rates compared to other stocked reservoirs around the country.

Management implications: It would be unwise to increase the stocking rates at Lake Manuwai. Ideally, we should continue to liberate well grown fingerlings from the hatchery rather than large numbers of smaller fingerlings.

Lake Manuwai							
Sample/Species	Fin Clip	Sex	Length (cm)	Weight (g)	Condition Factor	Gut content	
16/10/2024	Rainbow	RP		28	238	39	Midges
17/10/2024	Rainbow	??		42	750	37	Midges/beetle
17/10/2024	Rainbow	LP		41	790	41	Midges



Rainbow Trout – Lake Manuwai

1122 Harvest Assessment

Wetland performance and hunter harvest report will be presented at the December meeting.

1172 Regulations

Season recommendations will be presented at the December meeting.

1181 Game Bird Dispersal

I have serviced all the gas guns to ensure they are all running for the upcoming cropping season.

1220 Game Bird and Sports Fish Habitat - Works and management of Fish and Game managed wetlands:

Toxin operations were conducted at the Bisset, Greenheart and Flaxmill wetlands. This was targeting rats and possums. Interestingly I installed a couple of trail cameras at the Underwood wetland as I suspected that there is a population of feral cats, due to the low rate of rats being caught in the traps. Several feral cats were detected on the cameras, some sitting on top of the stoat trap boxes. Cats are voracious predators and have a large impact on juvenile game species and other native fauna. We have some cat traps around the reserve, but we will have to possibly work with DOC Kauri Coast to target these effectively. Weed control is ongoing.

1231/2 Landowner Advice / NZGBHT Applications

Nothing to report.

1313 Ballots/Permits

We have two stands available for ballot this year at the Flaxmill wetland in Dargaville.

1331 Media

Reel life and social media posts are being produced. The game magazine articles will be produced before the Christmas break.

1510 Ranging/Compliance

No fisheries offences detected for the start of the season.

1800 Maritime

Gamekeeper just undertook her annual service at Marine North. Six monthly emergency drills were carried out on Lake Manuwai during our netting operation. Seaflux maintenance requirements were undertaken when required.

1923 Staff Training

Nothing to report.



Graham Gallagher

Field Officer 25/10/2024

To: All Councillors
From: John Macpherson
Date: 5 September 2024
Subject: Field Officer Report (Kaitaia)

Meetings are going well. DOC meetings are informative. Being able to interact with some of the same organisations that are doing similar work is helpful.

The Summit cat trapping program is in full swing. 40 SA cat traps are set in the Te Hiku Forest as part of the predator control programme from the permit system we run for the game bird Season. Have trapped 7 or 8 cats now and a couple of possums. The results are part of the information put on the Trap NZ website.

Just completed the cock pheasant crow call count. Plenty of birds heard, lots seen later in the day, some hen birds seen as well. There are a lot of quail in the forest as well, so with the cat trapping, I'm expecting to see good returns next season.

Trout Fishing Day at Whau Valley was a great success. A couple of fish were caught on the day. People seemed quite keen to talk about different flies, lures and baits, as well as gear set-ups, and how to fish them. All-in-all a great day.

Trout monitoring on Lake Manuwai in Kerikeri was very helpful. The lakebed is pretty much devoid of any real weed beds for food source. The trout seemed to be around the kuta beds, which are heavily affected by the water draw down in summer. One of the trout caught was not clipped, so they are managing to breed in the area.

Trout and river surveys around the Kaitaia area are ongoing. A couple of property owners in the Honeymoon Valley area said there were still trout in the river. Victoria and Takahue rivers are also reported to still hold trout, although no visual confirmation so far. Surveys are ongoing.

Issuing permits to disturb game birds is picking up with crops being planted. Pukeko are still the number one problem for most people, particularly around orchards, banana crops, and subdivisions. I've visited some farms requiring for permits, offering other solutions to culling, adding tall bamboo poles with streamers in conjunction with gas guns and shooting seems to help with shelduck.

Some work is being done on the CMS for Te Hiku. There has been oxidation pond monitoring also, as with the temperatures rising, botulism will be on the rise. I will be working with Ventia again this year to see how the Far North District Council Botulism Management Plan will be implemented.

I've spent a couple of weekends in the Te Kao Forest helping Ngati Kuri, Te Aupouri, and Summit, catch and remove wild horses. It has been a great opportunity to catch up with some

of the Kaumatua for this area, getting a foot in the door about game bird hunting in the Te Kao Forest and some of the lakes in this block. More to follow up on.

A handwritten signature in black ink, appearing to read 'K. J. Macpherson'.

John Macpherson
Field Officer (Kaitaia)

To: The Chairman

From: Craig Deal

Date: 29 October 2024

Subject: Health and Safety Report

The following is an account of Health and Safety matters dealt with by staff over the reporting period.

HEALTH AND SAFETY – October 2024

Background

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

1. implementation and adherence to Health and Safety policy / manual
2. any new issues and updates
3. progress with any ongoing issues
4. outcomes of audits and reviews required in the Health and Safety manual
5. any near misses or injuries and any new hazards and how these have been addressed

Update

1. Development of policy / manual	Status
Policy and Manual is in place.	Current.
2. New issues and information	
Nil	
3. Ongoing issues	
Nil	
4. Audits, reviews, and meetings	
H&S Meetings Vehicle inspections Annual Audits and Reviews	Monthly meetings held. Carried out monthly. Review of vehicle accident procedure. Hazard triangles purchased. Annual checks and reviews are complete.
5. Near misses, injuries, and hazards	
Nil	None to report.



Craig Deal
Manager
29 October 2024

Executive Limitations Reports

Northland Fish and Game Council Meeting 8 November 2024

Prepared by: Craig Deal, Manager

Report frequency: Reports as required by ML 4.4.1

General Comment

The policy ML 4.4.1 requires the Manager to report bimonthly on Financial Planning and Budgeting; Financial condition and activities: Protection of Assets, Programmes and services and Public Affairs. These are regular reports and they are primarily aimed at certification by me that I have complied with the Executive Limitations Policies, or identifying any occasions where I have, either not been able to comply with the policies or there are issues that I believe need to be brought to the Councils attention the format of this report is therefore to certify compliance and note any exceptions.

EL 1 Financial Planning and Budgeting

Level Two

EL 1.2 Financial Planning for any financial year or the remaining part of financial year shall not deviate materially from the Councils strategic Ends policies, risk financial harm or fail to be derived from a multiyear plan.

Report

The budget and Operational Work Plan for 2024-2025 is underway. Expenditure is within budget. Prosecutions from compliance operations over opening weekend 2024 are likely to create a significant cost pressure in 24-25 financial year. There may have to be re-allocation of funds from other projects, or reserves to cover the costs.

EL 2 Financial Condition

Level Two

EL 2.2 With respect to the actual and ongoing financial condition and activities the Manager shall not cause or allow the development of financial harm or material deviation of expenditures from Councils priorities.

Report

Expenditure has been in accordance with the Council priorities and the Councils financial position is sound. It has been difficult to sell the old vehicle of the Kaitaia Field Officer due to a downturn in the used vehicle market, however this is not having any effect on financial performance or cash flow.

EL 6 Protection of Assets

Level Two

EL 6.2 The Manager shall not allow the Councils assets to be unprotected, inadequately maintained or unnecessary placed at risk.

Report

All of the Councils assets are regularly maintained and serviced by appropriate and experienced personnel. All assets are kept in secure locations and are fully insured against theft, loss or damage. Insurance for vehicles, the vessel, trailers and office contents has been renewed as of 01 Sept 2024.

EL 14 Programmes and Services

Level Two

EL 14.2 The Manager shall not allow programmes and services to be established which are not thoroughly researched prior to commencement and carefully managed, monitored and reviewed.

Report

No programmes or services have been entered into which do not align with the organisation's purposes or priorities.

EL 15 Public Awareness

Level Two

EL 15.2 The Manager shall not approve or in any way support any action or activity or statements to the news media that are derogatory or in any way damaging to Fish and Game New Zealand

Report

No actions or statements that might generate media attention have been made or supported in this reporting period and the reputation of Northland Fish and Game remains intact.



Craig Deal
29 October 2024

To: All Councillors
From: Rachael Quin
Date: 29 October 2024
Subject: Financial Report for the period ending 30th September 2024

Revenue

Fish & Game Bird Licence Income **\$9,925**

The latest national licence sales spreadsheet will be circulated at the Council meeting for Councillor's information.

NZFG Council Grant **\$0**

The first instalment of the NZC grant (\$93,122.47) is due to be received 20 November 2024.

Interest Income **\$1,966**

All interest is accrued to 30 September 2024. Term deposits (73 & 74) are due to mature on 17 February 2025.

Other Income **\$658**

Total Income **\$12,549**

Expenditure

All depreciation has been accumulated to the 30 September 2024.

Total Overheads **\$48,479**

Total Operating Expenditure **\$50,073**

Net Deficit **\$37,524**

Recommendation

That the financial report to the 30 September 2024 be adopted.

Rachael Quin
Office Administrator

Balance Sheet

Northland Fish and Game Council

As at 30 September 2024

Account	30 Sept 2024
Assets	
Bank	
ASB Cashflow	968.69
Cheque Account	6,692.00
Habitat Development Fund	4,460.57
Savings on Call Account	177,856.76
Term Deposit (73)	200,000.00
Term Deposit (74)	100,000.00
Total Bank	489,978.02
Current Assets	
Accounts Receivable	10,064.97
Accrued Interest	2,638.80
Total Current Assets	12,703.77
Fixed Assets	
Accum Dep Field Equipment	(4,985.30)
Accum Dep Improvements	(38,939.42)
Accum Dep Office Equipment	(24,757.19)
Accum Dep Vehicles	(116,439.80)
Field Equipment	13,121.80
Improvements	140,383.00
Land	278,592.75
Office Equipment	29,951.93
Vehicles	234,594.12
Total Fixed Assets	511,521.89
Total Assets	1,014,203.68
Liabilities	
Current Liabilities	
Accounts Payable	13,539.88
Accrued Expenses	10,350.00
Annual Leave & Time in lieu	36,051.69
GST	(3,156.56)
Income in Advance	4,562.00
PAYE Clearing	11,774.21
Visa Credit Card - Craig Deal	1,645.25
Total Current Liabilities	74,766.47
Total Liabilities	74,766.47
Net Assets	939,437.21
Equity	
Accumulated Funds	
Current Year Earnings	(37,524.48)
Accumulated Funds	1,002,346.48
Transfer To/From Reserves	(314,548.71)
Retained Earnings	(25,384.79)
Total Accumulated Funds	624,888.50
Asset Replacement Reserve	(2,673.00)
Non-Resident Levy Reserve	21,947.71
Habitat Development Fund Reserve	4,424.00
Kai Iwi Lakes Fishing Competitions Reserve	1,204.00
NFGC Sports Fish & Game Mgmt Plan Reserve	3,535.00
Habitat Enhancement Programme	4,505.00
Game Bird Habitat Development Reserve	281,606.00
Total Equity	939,437.21

Profit and Loss

Northland Fish and Game Council

For the month ended 30 September 2024

Account	YTD Actual	YTD Budget	YTD Variance	Annual Budget	Unused Budget	% of Budget
Trading Income						
Licence Sales						
Fish Licence Sales	9,925	0	9,925	61,586	(51,661)	16%
Game Bird Licence Sales	0	0	0	148,354	(148,354)	0%
Total Licence Sales	9,925	0	9,925	209,940	(200,015)	5%
Grants NZC	0	0	0	372,490	(372,490)	0%
Interest Income	1,966	0	1,966	10,104	(8,138)	19%
Other Income						
Greenheart Wetlands	875	0	875	3,500	(2,625)	25%
Jack Bisset Wetlands	0	0	0	700	(700)	0%
Key Deposits and Decoy Hire	(217)	0	(217)	0	(217)	0%
Flaxmill Wetland Maintenance	0	0	0	600	(600)	0%
Te Hiku Forest Predator Project	0	0	0	700	(700)	0%
Game Bird Dispersal Income	0	0	0	1,000	(1,000)	0%
Permit Fees	0	0	0	2,000	(2,000)	0%
Total Other Income	658	0	658	8,500	(7,842)	8%
Total Trading Income	12,549	0	12,549	601,034	(588,485)	2%
Gross Profit	12,549	0	12,549	601,034	(588,485)	2%
Operating Expenses						
Species Management						
1111 Trend Counts	0	0	0	10,500	(10,500)	0%
1161 Trout Liberations	0	0	0	4,500	(4,500)	0%
1181 Gamebird Dispersal	0	0	0	2,000	(2,000)	0%
Total Species Management	0	0	0	17,000	(17,000)	0%
Habitat Protection/Management						
1223 Habitat Maintenance	0	0	0	26,000	(26,000)	0%
Total Habitat Protection/Management	0	0	0	26,000	(26,000)	0%
Participation						
1312 Anglers/Hunters Access Signs	0	0	0	1,000	(1,000)	0%
1313 Ballots/Permits Advertising	0	0	0	2,000	(2,000)	0%
1315 Kai Iwi Fishing Competitions & Tuition Days	265	0	265	500	(235)	53%
Total Participation	265	0	265	3,500	(3,235)	8%
Public Interface						
1412 Mana Whenua Liaison	0	0	0	500	(500)	0%
1453 Office Habitat Print & Poster Material	0	0	0	300	(300)	0%
Total Public Interface	0	0	0	800	(800)	0%
Compliance						
1511 Ranger Allowance/Mileage	0	0	0	400	(400)	0%
1531 Court Prosecutions	0	0	0	4,000	(4,000)	0%
Total Compliance	0	0	0	4,400	(4,400)	0%
Licensing						
1613 Printing Regulation booklets (Fish)	0	0	0	100	(100)	0%
1614 Printing Regulation booklets (Game)	0	0	0	300	(300)	0%
1617 Transaction Fees	8	0	8	0	8	0%
1618 Transaction Fees excl GST	106	0	106	0	106	0%
1631 Commission on Sales - Fish	126	0	126	2,463	(2,337)	5%
1632 Commission on Sales - Game	0	0	0	5,934	(5,934)	0%
Total Licensing	240	0	240	8,797	(8,557)	3%
Councils						
1721 Council Meals	306	330	(24)	2,000	(1,694)	15%
1722 Travel Reimburse/Accom Councillors	724	600	124	4,000	(3,276)	18%
Total Councils	1,029	930	99	6,000	(4,971)	17%
Planning/Reporting						
1822 Annual Report & Financial Statements	0	0	0	3,000	(3,000)	0%
1831 Audit	0	0	0	8,070	(8,070)	0%
1843 Maritime currency and qualifications	60	0	60	2,000	(1,940)	3%
Total Planning/Reporting	60	0	60	13,070	(13,010)	0%

Overheads						
Salaries						
1911 Salaries	28,407	30,000	(1,593)	370,975	(342,568)	8%
Kiwisaver Contributions	1,205	900	305	10,800	(9,595)	11%
1913 Seasonal Contractor	0	0	0	5,000	(5,000)	0%
1914 Allowances	0	0	0	2,500	(2,500)	0%
Total Salaries	29,612	30,900	(1,288)	389,275	(359,663)	8%
Staff Expenses						
1921 ACC Levy	549	0	549	1,000	(451)	55%
1922 Fringe Benefit Tax	0	0	0	7,000	(7,000)	0%
1923 Staff Training	0	0	0	2,500	(2,500)	0%
1924 Health & Safety (OSH)	0	0	0	2,000	(2,000)	0%
1925 Staff Expenses	0	0	0	2,500	(2,500)	0%
1926 Staff Uniforms	0	0	0	500	(500)	0%
Total Staff Expenses	549	0	549	15,500	(14,951)	4%
Office Premises						
1941 Rent	3,167	3,166	1	38,000	(34,833)	8%
1942 Office Premises Rates (inc Water)	0	0	0	8,200	(8,200)	0%
1943 Office Maintenance	12	0	12	500	(488)	2%
1944 Insurance	1,360	0	1,360	500	860	272%
1945 Power	266	183	83	2,200	(1,934)	12%
1946 Office Security	50	75	(25)	900	(850)	6%
Total Office Premises	4,854	3,424	1,430	50,300	(45,446)	10%
Office Equipment						
1951 Purchases (Under 2,000) Office Equipment	98	0	98	1,500	(1,402)	7%
1952 Asset Replacement/Depreciation	347	0	347	3,838	(3,491)	9%
1953 Equipment Maintenance	0	0	0	400	(400)	0%
1954 Equipment Insurance	1,116	0	1,116	500	616	223%
Total Office Equipment	1,562	0	1,562	6,238	(4,676)	25%
Communications/Consumables						
1961 Telephone/fax/internet	430	500	(70)	6,000	(5,570)	7%
1963 Courier/Freight	0	140	(140)	1,000	(1,000)	0%
1964 Stationery	205	0	205	1,000	(795)	21%
1965 Photocopier	201	150	51	1,800	(1,599)	11%
1966 Computer Expenses	74	415	(341)	5,000	(4,926)	1%
Total Communications/Consumables	910	1,205	(295)	14,800	(13,890)	6%
General						
1972 Subscription	54	0	54	500	(446)	11%
1974 Bank Charges	39	0	39	0	39	0%
1975 General (inc Petty Cash)	103	0	103	800	(697)	13%
1976 Public Liability Insurance	0	0	0	700	(700)	0%
Total General	196	0	196	2,000	(1,804)	10%
General Equipment						
1981 Purchases (Under 2000) Field Equipment	115	0	115	1,500	(1,385)	8%
1982 Asset Replacement Field Equipment	138	0	138	1,738	(1,600)	8%
1983 Field Equipment Maintenance	0	0	0	700	(700)	0%
1985 Equipment Hire/Rental	0	0	0	500	(500)	0%
Total General Equipment	253	0	253	4,438	(4,185)	6%
Vehicle Expenses						
1991 Purchases (Under 2,000) Vehicles	0	0	0	500	(500)	0%
1992 Asset Replacement -Vehicles	2,003	0	2,003	14,861	(12,858)	13%
1993 Vehicle Maintenance	0	0	0	6,500	(6,500)	0%
1994 Vehicle Insurance	7,185	6,000	1,185	6,000	1,185	120%
1995 Vehicle Registration	0	0	0	1,000	(1,000)	0%
1996 Vehicle Fuel & RUC	1,355	1,250	105	15,000	(13,645)	9%
1997 General Trailer Maintenance	0	0	0	500	(500)	0%
1999.1 Boat Maintenance	0	0	0	1,000	(1,000)	0%
1999.3 Polaris ATV	0	0	0	1,500	(1,500)	0%
Total Vehicle Expenses	10,543	7,250	3,293	46,861	(36,318)	22%
Total Overheads	48,479	42,779	5,700	529,412	(480,933)	9%
Total Operating Expenses	50,073	43,709	6,364	608,979	(558,906)	8%
Net Profit	(37,524)	(43,709)	6,185	(7,945)	(29,579)	472%

Aged Payables Summary

Northland Fish and Game Council

As at 30 September 2024

Ageing by due date

Contact	Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
Aged Payables							
BP Oil New Zealand Ltd	749.30	0.00	0.00	0.00	0.00	0.00	749.30
Eastern Fish & Game Council	85.24	0.00	0.00	0.00	0.00	0.00	85.24
Fish & Game, Eyede Solutions Ltd for	637.45	0.00	0.00	0.00	0.00	0.00	637.45
Frank Risk Management	11,110.12	0.00	0.00	0.00	0.00	0.00	11,110.12
New Zealand Fish and Game Council	163.32	0.00	0.00	0.00	0.00	0.00	163.32
Northland Business Systems Limited	230.78	0.00	0.00	0.00	0.00	0.00	230.78
OfficeMax	236.03	0.00	0.00	0.00	0.00	0.00	236.03
Paymark / Worldline	21.74	0.00	0.00	0.00	0.00	0.00	21.74
Powershop	305.90	0.00	0.00	0.00	0.00	0.00	305.90
Total Aged Payables	13,539.88	0.00	0.00	0.00	0.00	0.00	13,539.88
Total	13,539.88	0.00	0.00	0.00	0.00	0.00	13,539.88
Percentage of total	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%

Aged Receivables Summary

Northland Fish and Game Council

As at 30 September 2024

Ageing by due date

Contact	Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
Fish & Game, Eyede Solutions Ltd for	9,532.97	0.00	0.00	0.00	0.00	0.00	9,532.97
McCoy & Thomas Hunting & Fishing Kaitaia	0.00	532.00	0.00	0.00	0.00	0.00	532.00
Total	9,532.97	532.00	0.00	0.00	0.00	0.00	10,064.97
Percentage of total	94.71%	5.29%	0.00%	0.00%	0.00%	0.00%	100.00%

