

**MINUTES OF THE WEST COAST FISH AND GAME COUNCIL MEETING HELD ON TUESDAY 9<sup>TH</sup> APRIL 2024 AT, RSA GREYMOUTH AT 7:00P.M.**

Meeting commenced at 7pm with a welcome to members.

**PRESENT:** Rob Roney - Chair, Jan Derks, Dave Heine, Sam Speight, Peter Bayliss, Dean Phibbs, William Wilson.

Via Microsoft Teams: Ritchie White.

**IN ATTENDANCE:** Dean Kelly (Manager), Helen Cate (Office Manager), Baylee Kersten (Field Officer)

**APOLOGIES:** Andy Harris, Owen Smith

Motion proposed: **That the apologies from Andy Harris and Owen Smith be accepted.**

**Proposer:** D Phibbs **Seconder:** S Speight **Outcome:** Carried

**AGENDA**

The Council agreed on the agenda and to remove item number 15.

**PUBLIC FORUM**

No members of the public in attendance.

**CONFLICTS OF INTEREST**

None declared at this meeting.

**ACCUMULATIVE ACTIONS LIST**

The Council reviewed the Accumulative Actions with the Manager requested to schedule the Service Recognition Policy review for the June meeting.

**MINUTES**

The Chair called for confirmation of the previous meeting minutes.

Motion proposed: **That the Minutes of the meeting be approved as a true and accurate record of that meeting.**

**Proposer:** W Wilson **Seconder:** D Phibbs **Outcome:** Carried

**CORRESPONDENCE:**

The Council received and considered the correspondence from NZ Council regarding further updates to new and existing policies and procedures.

*Draft Health & Safety Policy for Rangers – NZ Council*

*Draft Health & Safety Policy – NZ Council*

*Draft Protected Disclosures Policy – NZ Council*

*Draft Research Application Process Sequence – NZ Council*

*Draft Funding Application Form – NZ Council*

Motion proposed: **That the correspondence be received, and the Manager replies to the NZ Council and asks to amend the Draft Health & Safety Policy to add an additional bullet point**

under the “All workers” section: Ensuring their training is always up to date in response to any workplace equipment, technology, work practise and work area changes.

**Proposer:** D Phibbs **Seconder:** J Derks **Outcome:** Carried

#### **FINANCIAL REPORT.**

The Council received and reviewed the Financial Report.

Motion proposed: **That the Financial report be received.**

**Proposer:** J Derks **Seconder:** S Speight **Outcome:** Carried

#### **OPERATIONAL REPORT**

The Council received and reviewed the Manager’s operational report.

Motion proposed: **That the Operational Report be received.**

**Proposer:** W Wilson **Seconder:** S Speight **Outcome:** Carried

Motion proposed: **That the Paradise Shelduck Report be received, and recommendations be adopted.**

**Proposer:** J Derks **Seconder:** S Speight **Outcome:** Carried

The Manager was instructed to formulate a system of a criteria for monitoring and maintaining a sustainable game bird population.

#### **HEALTH AND SAFETY REPORT**

The Council received and reviewed the Health and Safety Report.

Motion proposed: **That the Health and Safety report be received.**

**Proposer:** D Phibbs **Seconder:** W Wilson **Outcome:** Carried

#### **2024/25 SPORTSFISH REGULATIONS**

The council received and reviewed the Designated Waters review.

Motion proposed: **That the staff proceed to consultation with licence-holders for the proposed Designated Waters.**

**Proposer:** J Derks **Seconder:** S Speight **Outcome:** Carried

#### **ANNUAL BUDGET**

The Council reviewed the 2024/25 Budget application.

Motion proposed: **That the Council approves the draft budget as provided to the NZ Council.**

**Proposer:** D Phibbs **Seconder:** P Bayliss **Outcome:** Carried

**RISK MANAGEMENT PLAN**

The Council discussed the Risk Management Plan and agreed with the current risk assessments.

**NZ COUNCIL REPORT**

The Council discussed the report from the NZ Council appointee.

Meeting closed at 8.45 pm.

Chair..... *A. B. Harris* ..... Date..... *11/6/24* .....