



# New Zealand Fish and Game Council

## BOARD PACK

for

**NZC Meeting 170**

Friday, 23 August 2024

9:00 am (NZST)

Held at:

Brentwood Hotel - Totara Boardroom

16 Kemp Street, Kilbirnie, WELLINGTON

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# AGENDA

## NZC MEETING 170



<b>Name:</b>	New Zealand Fish and Game Council
<b>Date:</b>	Friday, 23 August 2024
<b>Time:</b>	9:00 am to 5:00 pm (NZST)
<b>Location:</b>	Brentwood Hotel - Totara Boardroom, 16 Kemp Street, Kilbirnie, WELLINGTON
<b>Board Members:</b>	Barrie Barnes (Chair), Darryl Reardon, DAVE COLL, Dave Harris, Dean Phibbs, Gerard Karalus, Greg Duley, Linn Koevoet, Mike Barker, Steve Haslett, Tom Kroos
<b>Attendees:</b>	Carmel Veitch, Corina Jordan, RICHARD COSGROVE, Adrienne Murray, Helen Brosnan, Maggie Tait
<b>Apologies:</b>	Debbie Oakley

### 1. Opening meeting

#### 1.1 Welcome by Chair 9:00 am (10 min)

Barrie Barnes

Supporting Documents:

1.1.a	Minutes : NZC Meeting (Day 1: Tue 18 June 2024) online only - 18 Jun 2024	11
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#### 1.2 Apologies 9:10 am (5 min)

Barrie Barnes

#### 1.3 Health and Safety Briefing 9:15 am (5 min)

Corina Jordan

#### 1.4 Confirmation of Agenda & Urgent Items Meeting 170

Barrie Barnes

The Chairs we invited by the NZC to present their Regions CF applications.

#### 1.5 Confirm Minutes of NZC Meeting 168 19 & 20 April 9:20 am (10 min)

Barrie Barnes

Supporting Documents:

1.5.a	19 Apr 2024 Confirmed Minutes NZC Meeting 168.pdf	20
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#### 1.6 Matters arising NZC Meeting 168 9:30 am (10 min)

Corina Jordan

**1.7 Ratification of decisions of NZC Meeting 169** 9:40 am (10 min)

Corina Jordan

**1.8 Confirmation of minutes for NZC Meeting 169** 9:50 am (10 min)

**1.9 Matters arising NZC Meeting 169**

**1.10 Risk Register**

Corina Jordan

Supporting Documents:

1.10.a	Cover page for Risk Register.docx	35
1.10.b	Risk Management Register.pdf	42

**2. Decision Required**

**2.1 2024-25 Annual Budget and Meeting Schedule** 10:00 am (15 min)

Carmel Veitch

This report to the New Zealand Fish and Game Council seeks approval for the Licence Forecast and consideration of the 2024/25 Licence fee

Supporting Documents:

2.1.a	Annual Budget and Meeting timetable 2024 25.docx	45
2.1.b	Schedule 1 Annual Budget and Meeting Timetable 2024 25.pdf	49

**2.2 Approval of National Budget 2024 25** 10:15 am (90 min)

Carmel Veitch, Corina Jordan

Supporting Documents:

2.2.a	National Budget Approval 2024 25.docx	51
2.2.b	Appendix 1 Table 8 Contestable Fund Applications Detail 2024 25.pdf	58

**2.3 2024 25 NZC budget and AWP** 11:45 am (10 min)

Carmel Veitch

Supporting Documents:

2.3.a	Approval of NZC and National Budget 2024 25.docx	61
2.3.b	Table 1 Draft Statement of Financial Performance for the Year ended 31 August 2025.pdf	65
2.3.c	Table 2 NZC National Budget Split for the Year ended 31 August 2025.pdf	69
2.3.d	Apendix 1 Draft NZC Annual Work Plan.docx	73

**2.4 Rationality of HS System** 11:55 am (10 min)

Adrienne Murray

Supporting Documents:

2.4.a	Health Safety and Wellbeing NZC report.docx	93
2.4.b	HSW Plan requirements.docx	97
2.4.c	Accountability Matrix for Health.docx	98
2.4.d	Draft National HSW Policy 07 2024.docx	100
2.4.e	Health and Wellbeing 1.docx	103

**2.5 Public Excluded Motion** 12:05 pm (10 min)

Corina Jordan

**3. Lunch**

**3.1 Break** 12:15 pm (60 min)

Barrie Barnes

**4. Reports to Note**

**4.1 Resolutions to come out Public Excluded** 1:15 pm (10 min)

**4.2 CE Report** 1:25 pm (20 min)

Corina Jordan

**4.3 Communications update** 1:45 pm (10 min)

Corina Jordan

Supporting Documents:

4.3.a	2024 Aug NZC Communications Update Report.docx	106
4.3.b	Fish & Game Weekly Fuseworks Report.pdf	124

**4.4 Licence Sales Update** 1:55 pm (10 min)

Carmel Veitch

Supporting Documents:

4.4.a	Licence Sales Update July 2024 NZC .docx	126
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**4.5 NZC Finance Report**

Carmel Veitch

Supporting Documents:

4.5.a	NZC Finance Report June 2024.docx	133
4.5.b	Table 1 Stmt of Financial Performance 10 months to 30 June 2024.pdf	140
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**4.6 National Finance Report**

2:05 pm (15 min)

Carmel Veitch

Supporting Documents:

4.6.a	National Finance Report June 2024.docx	153
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**4.7 Research and Monitoring Program update**

Carmel Veitch

Supporting Documents:

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4.7.b	Table 1 Research Fund as of 30 June 2024.pdf	158
4.7.c	Appendix 1 Duckling Survival Report FINAL.pdf	159
4.7.d	Appendix 2 Limnological variables of foodweb production in Lake Tarawera.docx	231

**4.8 RMA Fund Update**

Carmel Veitch

Supporting Documents:

4.8.a	RMA Fund Update.docx	232
4.8.b	Table 1 Live and Approved RMA as at 31 July 2024.pdf	235
4.8.c	Table 2 Available Funds RMA as at 31 July 2024.pdf	236

**4.9 SFGMP Guidance**

Corina Jordan

Supporting Documents:

4.9.a	Approve SFGMP policies and guidance.docx	237
4.9.b	Ap 1 SFGMP Consulttation Guidelines.docx	242
4.9.c	Ap 2 Key Elements SFGMP.docx	244
4.9.d	Ap 3 SFGMP Guide.docx	253
4.9.e	Ap 4 Mana Whenua Engagement guideline.docx	265
4.9.f	Ap 5 Letter from Minister WC SFGMP.pdf	269

**4.10 2023-24 Financial Report process and sign off**

Carmel Veitch



Supporting Documents:

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4.10.a	2023 24 Financial Report Process and Sign off.docx	270
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#### **4.11 Standing Orders Review**

RICHARD COSGROVE

Supporting Documents:

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4.11.a	Approve Amended Standing Orders.docx	272
4.11.b	Apendix 1 - FG Standing Orders Jan16 - Revised HH Revised NZC May16 REVIEW August 2024 (1)_GN.docx	276

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#### **4.12 Staff Scholarship**

Carmel Veitch

Supporting Documents:

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4.12.a	Staff Development Grant Cover page.docx	322
4.12.b	Appendix 1 Ian Hadland Scholarship Report.docx	325

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#### **4.13 Election Update**

RICHARD COSGROVE

Supporting Documents:

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4.13.a	Election Update NZC.docx	335
4.13.b	Appendix1- Fish Game elections comms plan.pdf	339

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#### **4.14 Evaluation of Council and Performance Management**

#### **4.15 Sub-Committee and Liaison Report**

#### **4.16 NZC Action Register**

Supporting Documents:

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4.16.a	Action Schedule coverpage.docx	345
4.16.b	NZC Action Schedule.docx	346

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#### **4.17 NZC Correspondence**

Supporting Documents:

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4.17.c	TM01788 MHF letter to NZ Council on designated waters policy.pdf	355
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#### **4.18 General Business**

2:20 pm (15 min)

Barrie Barnes

## 4.19 List of Acronyms

Supporting Documents:

4.19.a List of Acronyms.docx

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## 5. Close Meeting

### 5.1 Close the meeting

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

Friday Close 4:57 pm

Saturday Close 2:37 pm.

# MINUTES (in Review)

## NZC MEETING (DAY 1: TUE 18 JUNE 2024) ONLINE ONLY



<b>Name:</b>	New Zealand Fish and Game Council
<b>Date:</b>	Tuesday, 18 June 2024
<b>Time:</b>	5:00 pm to 6:55 pm (NZST)
<b>Location:</b>	Teams Meeting, Microsoft Teams
<b>Board Members:</b>	Barrie Barnes (Chair), Darryl Reardon, DAVE COLL, Dave Harris, Dean Phibbs, Debbie Oakley , Gerard Karalus, Greg Duley, Linn Koevoet, Mike Barker, Steve Haslett, Tom Kroos, GRAEME NAHKIES (Chair)
<b>Attendees:</b>	Carmel Veitch, Charlie Hopkins, Corina Jordan, Helen Brosnan, Maggie Tait, RICHARD COSGROVE, Samantha May, Adrienne Murray

### 1. Opening Meeting

#### 1.1 Open NZC Meeting 169

NZC Meeting 169, start time 5pm, online meeting.

#### 1.2 Apologies

Greg - will need to feed duck after dark for 20 minutes

Mike - Otago meeting at 8pm

Dave - miss start of tomorrow night will come in at 6 or 6.30pm.

#### 1.3 Interests Register

No change

#### 1.4 Confirm Minutes

**Public Excluded Meeting 168 20 Apr 2024**, the minutes were confirmed as presented.

**NZC Meeting 168 19 Apr 2024**, the minutes were confirmed as presented.



#### Minutes

No changes to minutes - item for general business from Steve.

<b>Decision Date:</b>	18 Jun 2024
<b>Mover:</b>	Gerard Karalus
<b>Seconder:</b>	Greg Duley
<b>Outcome:</b>	Approved

Linn having issues with unmuting, distortion etc. May need a better internet connection.

Matters arising

- Mike page 25 lead shot regulation changes and further information on that.
- Richie Crosgrove reply - 410 will be imported in smaller packages.
- Discussion about different shot available.

## 1.5 Correspondence Register

No comment

## 2. Major Decisions and Discussions

### 2.1 2024-25 Licence fee, forecasts, recommendations



#### Licence Fee decision

Small increase in licence fee approved.

**Decision Date:** 18 Jun 2024  
**Mover:** Mike Barker  
**Seconder:** Steve Haslett  
**Outcome:** Approved



#### Licence Fee Increase Decision

Motion - increase fishing licence fee to \$156 and increase game bird hunting licence fee to \$160.

7 in favour, 1 against, reason because Steve though increase amount should be higher.

**Decision Date:** 18 Jun 2024  
**Mover:** Dave Harris  
**Seconder:** Gerard Karalus  
**Outcome:** Approved



#### Designated Waters

Designated waters licence increase to \$60 per day for non residents  
 All in favour, none against

**Decision Date:** 18 Jun 2024  
**Mover:** Dave Harris  
**Seconder:** Mike Barker  
**Outcome:** Approved



#### Non Resident Full Season Licence

- Motion non resident licence fee be raised to \$350, whole season adult.
- All other licence fees scale down from that
- Motion withdrawn until more information is provided

**Decision Date:** 18 Jun 2024  
**Mover:** Mike Barker  
**Seconder:** Steve Haslett  
**Outcome:** Not Approved



#### Agree to charge and additional levy to Hawkes Bay for the excess Fish Licences

-Adjust income to actual motion as it reads number 5 on the agenda

5) Agree to charge an additional levy to Hawkes Bay for the excess Fish Licences sold in 2023/24 against 2023/24 Budget LEQ (min of 450 LEQ- max of 800 LEQ), and set the forecast fish LEQ for 2024/25 at 2240 (unadjusted)

-All in favour, Lynn abstain.

**Decision Date:** 18 Jun 2024  
**Mover:** Debbie Oakley  
**Seconders:** DAVE COLL  
**Outcome:** Approved



### Delegate to the Chief Executive

Delegate to the Chief Executive the authority to recommend to the Minister the NZC Licence fee recommendation.

**Due Date:** 31 Aug 2024  
**Owner:** Corina Jordan

## 2.2 Allocation of Salaries Contestable funding 2024/25



### Allocation of salaries contestable funding

Approve the allocation of REM CF's for the 2024/25 Budget

**Decision Date:** 18 Jun 2024

## 2.3 Confirmation of regions budgets and levies



### Confirmation of region budgets

1. Receive the information.
2. Approve the total Budget of \$13,255,720 for the 2024/25 Financial year
3. Agree that the Contestable funding approved for REM of \$194,011 will be peer reviewed by Adrienne (HR), consulted with the Regions and equitably distributed.
4. Agree that final Levies and Grants and 2024/25 year will be calculated upon the allocation of REM as per (3) above and approval of the Licence fee from the Minister.
5. Based on the licence fee of \$156 (Fish) and \$116 (Game), Approve the use of reserves of 1.34% (\$173,042) to be allocated on a pro rata basis to Regions.

**Decision Date:** 18 Jun 2024

## 2.4 Anglers Notice recommendations



### Anglers Notice - Mataura River

-105A Option 2: Not Support the Mataura River Catchment upstream of the Ardlussa Bridge becoming an experimental Designated Water fishery for the months of February and March for two years.

-Mike Barker against because you should push through now rather than wait for pressure to build up and it doesn't go through as a designated water.

**Decision Date:** 18 Jun 2024  
**Mover:** DAVE COLL  
**Seconders:** Dave Harris  
**Outcome:** Approved

**Anglers Notice - Waikaia River**

Support the Waikaia River catchment upstream of the confluence with the Mataura River becoming a Designated Water for the months of February and March each year.

**Decision Date:** 18 Jun 2024  
**Mover:** Mike Barker  
**Seconder:** Linn Koevoet  
**Outcome:** Approved

**Anglers Notice - West Coast**

-Support all West Coast C, D, E, F becoming a designated water

c. Support the Waitahu River catchment upstream of the State Highway 69 Bridge becoming a Designated Water.

d. Support the Upper Grey River catchment upstream of the Clarke River becoming a Designated Water.

e. Support the Larry's Creek catchment upstream of the State Highway 69 Bridge becoming a Designated Water.

f. Support the Rough River catchment upstream of the confluence of Mirfins Creek becoming a Designated Water.

**Decision Date:** 18 Jun 2024  
**Mover:** DAVE COLL  
**Seconder:** Gerard Karalus  
**Outcome:** Approved

**Anglers Notice - Hurunui and Hope River**

- Support H, I, J
- All in favour

h. Support the Hurunui River North Branch Designated Water Fishery Bridge becoming an experimental Controlled Fishery for two seasons.

i. Support the Hurunui River South Branch Designated Water Fishery Bridge becoming an experimental Controlled Fishery for two seasons.

j. Support the renaming of the Hope River Designated Waters Fishery to the Lewis Pass Designated Waters Fishery.

**Decision Date:** 18 Jun 2024  
**Mover:** Dave Harris  
**Seconder:** DAVE COLL  
**Outcome:** Approved

**Anglers Notice - Wangapeka River**

-Nelson support G becomes a designated water

g. Support the Wangapeka River catchment upstream of the Newport Road Bridge becoming a Designated Water.

Support except Darryl abstaining reason no proof that it should be a designated water. Debbie also not supporting as it doesn't fit the criteria as per staff recommendation.

**Decision Date:** 18 Jun 2024  
**Mover:** Dave Harris  
**Seconder:** Mike Barker  
**Outcome:** Approved



## Bag limits and minor changes

-Hawkes Bay liberalising back to pre-cyclone, and game park being able to fish.

-Minor changes

-Information to receive only

**Decision Date:** 18 Jun 2024

**Outcome:** Approved

## 2.5 Infringement system



### Infringement system

Receives this information and supports in principle the infringement system and its development to be drafted for consultation.

All in favour.

**Decision Date:** 18 Jun 2024

**Mover:** Darryl Reardon

**Seconded:** Gerard Karalus

**Outcome:** Approved

## 2.6 RM Fund update and new applications



### s107 Case Joint N Canterbury, Central S Island and Southland Fish & Game High Court case

Motion to fund 50% of the \$35,000

Motion carried with one abstention.

**Decision Date:** 18 Jun 2024

**Mover:** Dave Harris

**Seconded:** Debbie Oakley

**Outcome:** Approved



### RMA - Receive information

1. Receive the information detailed in the RMA tables updating you on RMA cases (attachments 1 & 2)
2. Note the update from Southland regarding their regional policy statement case (case summary attachment 3).

**Decision Date:** 18 Jun 2024



### Confirm Funding Otago / CSI RMA funding application

4. Confirm from workshop Funding 50% of the \$75,000 costs for joint Otago / CSI Fish and Game application for funding (attachment 5)

as discussed at workshop on 4th June.

**Decision Date:** 18 Jun 2024

## 2.7 Final Budget Approval



### Confirmation of regional budgets based on licence fee of \$156 fish and \$116 for game

1. Receive the information.
2. Approve the total Budget of \$13,255,720 for the 2024/25 Financial year

3. Agree that the Contestable funding approved for REM of \$194,011 will be peer reviewed by Adrienne (HR), consulted with the Regions and equitably distributed.
4. Agree that final Levies and Grants and 2024/25 year will be calculated upon the allocation of REM as per (3) above and approval of the Licence fee from the Minister.
5. Based on the licence fee of \$156 (Fish) and \$116 (Game), Approve the use of reserves of 1.34% (\$173,042) to be allocated on a pro rata basis to Regions.

Full support

**Decision Date:** 18 Jun 2024  
**Mover:** Debbie Oakley  
**Seconder:** Steve Haslett  
**Outcome:** Approved

### 3. Actions from Previous Meetings

#### 3.1 Action List

Due Date	Action Title	Owner
19 Jul 2024	Mai Mia fee on Lake Ellesmere (Te Waihora) <b>Status:</b> Completed on 18 Jul 2024	RASMUS GABRIELSSON
20 Jul 2024	Time Off In Lieu (TOIL). <b>Status:</b> Completed on 6 Jun 2024	Jane Hutchings
28 Feb 2025	ARF register <b>Status:</b> Not Started	Carmel Veitch

### 4. Management Reports (to note)

#### 4.1 CEO Report (Verbal)

#### 4.2 Finance Report



##### Finance Report

Receive the NZC Finance Report for the 8 months ended 30 April 2024 with a surplus of \$14,381.

**Decision Date:** 18 Jun 2024  
**Mover:** DAVE COLL  
**Seconder:** Mike Barker  
**Outcome:** Approved

#### 4.3 National Finance Report



##### National Finance Report

1. Receive the information as presented in the National Finance Report as of 30 April 2024

**Decision Date:** 18 Jun 2024  
**Mover:** Gerard Karalus  
**Seconder:** Darryl Reardon  
**Outcome:** Approved



## 4.4 Health & Safety Review



### Approve National Health and Safety Policy and safety policy for rangers

1. Receives the information; and
2. Approves the National Health and Safety Policy and the Health and Safety Policy for Rangers.

**Decision Date:** 18 Jun 2024  
**Mover:** Debbie Oakley  
**Seconder:** Gerard Karalus  
**Outcome:** Approved

## 4.5 RMA legislation update



### RMA legislation update

1. Receive the information
2. That Staff submit in public consultation rounds relating to Freshwater and RMA reform. Submissions are due by 30 June 2024.

All in favour

**Decision Date:** 18 Jun 2024  
**Mover:** Darryl Reardon  
**Seconder:** Greg Duley  
**Outcome:** Approved



### Practice note update for NZC

1. Receive the information.
2. Agree to continue publicising the information despite the government's plans to replace the NPS-FM

**Decision Date:** 18 Jun 2024  
**Mover:** DAVE COLL  
**Seconder:** Linn Koevoet  
**Outcome:** Approved

## 4.6 Communications report



### Communications update

That Managers receive the update on communications and public awareness work. This report covers game bird season promotion, the ReWild campaign, website performance and media.

**Decision Date:** 18 Jun 2024  
**Outcome:** Approved



### Public Excluded Motion

Motion to go into public excluded

**Decision Date:** 18 Jun 2024  
**Mover:** Gerard Karalus  
**Seconder:** Darryl Reardon  
**Outcome:** Approved

## 4.7 Public Excluded Motion



### Go into public excluded item

Legally privileged item

**Decision Date:** 18 Jun 2024

**Outcome:** Approved

## 5. Public Excluded (PE)

### 5.1 5.1



### Ngai Tahu to High Court Case

-Decision to receive information and not fund intervention and action for Corina to follow up with Ngai Tahu outside the court process.

**Decision Date:** 18 Jun 2024

**Mover:** Gerard Karalus

**Seconder:** Mike Barker

**Outcome:** Approved



### Come out of Public Excluded

Come out of Public Excluded

**Decision Date:** 18 Jun 2024

**Mover:** Mike Barker

**Seconder:** Steve Haslett

**Outcome:** Approved

## 5.2 General Business



### General Business

-Steve page 20 of old board pack ask what is happening with the supervision of the PHD student is going. Research sub committee to bring this update to the next meeting.

-Gerard working group, fishing licence categories to be reduced.

-Ian H US trip and American conference which he has circulated to Otago F&G.

-Gerard and part payment of licences

-Debbie are we going to go through the action list - push out to the August meeting. Audit suggestion.

**Decision Date:** 18 Jun 2024

Any final comments - nil

Corina - thanks

Close meeting 18.55pm

## 6. Close Meeting

### 6.1 Close the meeting

**Next meeting:** NZC Meeting 170 - 23 Aug 2024, 9:00 am

## New Actions raised in this meeting

<b>Item</b>	<b>Action Title</b>	<b>Owner</b>
2.1	Delegate to the Chief Executive <b>Due Date:</b> 31 Aug 2024	Corina Jordan

Meeting 170 is tentatively scheduled for 23-24 August 2024. TBC.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# CONFIRMED MINUTES

## NZC MEETING 168



At the **NZC Meeting (Day 1: Tue 18 June 2024)** online only on **18 Jun 2024** these minutes were **confirmed as presented**.

<b>Name:</b>	New Zealand Fish and Game Council
<b>Date:</b>	Friday, 19 April 2024
<b>Time:</b>	9:00 am to 5:00 pm (NZST)
<b>Location:</b>	NZC Offices , 78 Victoria Street Wellington
<b>Board Members:</b>	Barrie Barnes, Steve Haslett, Darryl Reardon, DAVE COLL, Dave Harris, Dean Phibbs, Debbie Oakley , Gerard Karalus, Linn Koevoet, Mike Barker, Tom Kroos
<b>Attendees:</b>	Carmel Veitch, Corina Jordan, Charlie Hopkins, RICHARD COSGROVE
<b>Apologies:</b>	Greg Duley
<b>Guests/Notes:</b>	Graham Nahkies

### 1. Opening meeting

#### 1.1 Health and Safety Briefing

Given verbally by NZC CEO at 0900.

#### 1.2 Regional Chairs presentation of CF

Friday

Discussion of regional CF

9:15 am

- Cllr Debbie Oakley speaks to the Eastern CF.
- Cllr Linn Koevoet speaks to the CSI CF.

9:25 am

- Cllr Steve Haslett speaks to the Wellington CF.
- Cllr Dean Phibbs speaks to West Coast CF.

9:48 am

- Cllr Dave Coll speaks to the North Canterbury CF.

10:07 am

- Otago CF.

10:30 am

- Hawkes Bay CF.

10:35 am

- Cllr Darryl Reardon speaks to the Northland CF.

10:39 am

- Cllr Gerrard Karalus speaks to the Taranaki CF.

10:45 am end.

### 1.3 Welcome by Chair

**Regional Managers Formal Meeting (18/4/24) 18 Apr 2024**, the minutes were confirmed as presented.

NZC Meeting. 19/4/24

Fri 9 am start

NZC CEO presents site specific H&S for this meeting.

NZC and Regional chairs speak to their CF applications.

Fri 11:05 am break.

Friday 19th, 11:15 am

Chair opens the agenda.

Graham Nahkies is welcomed, speaks to his involvement in governance advice.

Charlie Hopkins is welcomed.

11:24 am

Round table.

Friday Close 4:55 pm.

Saturday Open 9:12 am.

Saturday tea break 10:03 am.

Saturday resume 10:29 am.

Sat. Lunch break Sat 12:03 pm

Saturday resume 12:28 pm.

PE ends 1:48 pm.

Saturday Close 2:37 pm.

Round table.

- Cllr Dave Harris spoke to population surveys. And a Recent high court case about section 70 of the RMA 1991.
- Cllr Gerrard Karalus spoke to staffing resources, game bird hunting regulations, and Taranaki Regional Council relationship.
- Cllr Dave Coll spoke to game bird hunting regulations, Salmon season observations, and Te Waihora rubbish clean up even with Environment Canterbury.
- Cllr Tom Kroos spoke to R3.
- Cllr Linn Koevoet spoke to dry weather conditions and staff undertaking fish salvage, with iwi. Working with first nations from California with regard to Salmon repatriation.
- Cllr Dean Phibbs spoke to observations on the fishing season.

- Cllr Steve Haslett spoke to local observations of fish migration. Requests clarification on staff time off in lieu (TOIL).
- Cllr Debbie Oakley spoke to kids fish-out days. Gave an update on restrictions of public access to Lake Okataina, and biosecurity measures.
- Cllr Mike Barker spoke to landownership, and flooding issues in relation to land held by F&G Otago.
- Cllr Darryl Reardon spoke to the upcoming game season.
- Chair Barrie Barnes spoke to local fishing conditions.

## 1.4 Apologies

12 pm. Apologies: Cllr Greg Duley.

Friday 3:17 pm. Cllr Duley joined.

Cllr Duley present on Saturday 20th, not an apology.



### Accept apologies.

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Tom Kroos  
**Seconder:** Debbie Oakley  
**Outcome:** Approved

## 1.5 Conflicts register

12 pm. Cllr Darryl Reardon added to the register by CMH at request of Chair Barrie Barnes. No conflict to declare. Added as blank.



### Accept register

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Gerard Karalus  
**Seconder:** Linn Koevoet  
**Outcome:** Approved

## 1.6 Minutes of meeting 167

Start 1:34 pm.

Amendments:

- Cllr Debbie Oakley clarified that she was an apology for Sunday.
- Cllr Mike Barker requested update on Matter 8 being the NZIER survey. NZC CEO gave verbal update re: timeframes and information requirements.

End 1:37 pm.



### Move that the minutes be confirmed

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Tom Kroos  
**Seconder:** Darryl Reardon  
**Outcome:** Approved

## 1.7 Health and Safety Report



### Receive the report

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024

**Mover:** DAVE COLL

**Seconder:** Mike Barker

**Outcome:** Approved

## 1.8 Audit and Risk Report

The NZC CEO presented a verbal update on HPAI, and tabled a copy of the risk register.

## 1.9 Sub-Committee Reports

12:10 pm Cllr Debbie Oakley spoke to Taupo matters. Budget cuts at DOC, not affecting fisheries. Tangata Whenua relationship.

12:16 pm. Cllr Tom Kroos spoke to funding. Cllr Steve Haslett requested update re: on NZIER economic benefit of fishing. NZC CEO provided verbal clarification.

12:20 end



### Accept the reports (verbal)

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024

**Mover:** Gerard Karalus

**Seconder:** Linn Koevoet

**Outcome:** Approved

## 1.10 List of Acronyms

## 2. Decision Required

### 2.1 2024-25 Licence Reforecast

Begin Fri 12:22 pm.

NZC CFO spoke to the paper. Clarified questions from NZC.

Robust discussion about:

- consultation with councils comes from legislation.
- method of calculation i.e., accuracy of forecast v actuals.
- levy from councils to NZC.

End Fri 12:42 pm.



### Licence Forecast LEQ 2024/25

1. Receive the information.

2. Agree to notify regions that the forecast LEQ for the 2024/25 Season is 72,826 for Fish and 31,340 for Game.

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Debbie Oakley  
**Seconder:** Tom Kroos  
**Outcome:** Approved

## 2.2 Contestable Funding Applications



### RMA services provision arrangements

Set up workshop for provision of RMA services to regions and centrally

**Due Date:** 19 Jul 2024  
**Owner:** Corina Jordan



### Digital regulation guide booklet

Investigate the cost and availability of supplying regulations booklet digitally and not printed, with support from Hamish.

**Due Date:** 20 Jul 2024  
**Owner:** RICHARD COSGROVE



### Digital magazine

Investigate digital magazine re: cost savings. Support from Hamish.

**Due Date:** 20 Jul 2024  
**Owner:** RICHARD COSGROVE

1:39 pm resume.

Discussion of staff remuneration policy, inflation, bands, biannual ground truthing in the market.

NZC CEO spoke to paper 'contestable funding 2024 25 NZC Discussion Paper provided by NZC Staff' .

NZC CFO spoke to 'Draft budget 2024-25 post chairs meeting', on the screen.

Robust discussions of CF (NOT OFFICIAL DECISIONS).

- As at Friday 3:19 pm, discussion continues.
- Friday ends 4:56 pm

Resumes Saturday 20 April at 9:12 am.

Robust discussions of CF continues.

Concludes 10:02 am Saturday.



### Resolution: CF Applications FY2024-25.

Councilors decided CF applications for FY2024-25. See spreadsheet 'draft budget 2024 25 post chairs meeting'.

Two applications approved to be sought from reserves across the organisation:

1. \$200,000 resource management contestable fund application
2. 235,000 magazine (in addition to \$238,000 from budget).

Cllr Dave Harris voted against, for the reason(s) that:

1. doesn't like the historical system used for budget creation.
2. "reasonably happy with the numbers we have come up with".

CARRIED.

**Decision Date:** 19 Apr 2024



**Mover:** Debbie Oakley  
**Seconder:** Greg Duley  
**Outcome:** Approved



### Review CF for salaries

Review the CF final budget for salary information and discuss with managers.

**Due Date:** 19 Jul 2024  
**Owner:** Jane Hutchings



### Mai Mia fee on Lake Ellesmere (Te Waihora)

Identify if possible to charge a fee to the use mai mai for Te Waihora Lake Elsemere.

**Due Date:** 19 Jul 2024  
**Owner:** RASMUS GABRIELSSON



### update standing orders

Update standing orders meetings online. Deadline: NZC meeting August.

**Due Date:** 19 Jul 2024  
**Owner:** RICHARD COSGROVE



### ARF register

Kate and Carmel to work with all regions to set up/fix ARF Register and determine if the amount in ARF is sufficient.

**Due Date:** 28 Feb 2025  
**Owner:** Carmel Veitch

## 2.3 Break

Break at Fri 12:42 pm

Resume: Fri 1:33 pm

## 2.4 Budget and Licence fee Recommendation

start Saturday 10:34 am

NZC CFO spoke to paper 'budget and licence fee recommendation'.

1. That the 2024/25 adult whole season sports fish licence fee is set at \$153 and that the adult whole season game licence is set at \$113 (inclusive of a \$5 fee for the Game Bird Habitat Stamp), with all proportional changes to remaining licence fees and categories. (no change from 2023/24). The sea run salmon licence endorsement of \$5 (as a cost-recovery mechanism). (no change from 2023/24). That Designated Waters Licence, as a \$5 annual licence per Fish and Game region for resident anglers and as a day licence to non-resident anglers at a fee of \$40. (no change from 2023/24)

2. Budget – Total Budgets \$13,255,720 Approved. Total Approved CF's \$1,580,496 (\$624,161 ongoing form Licence fee, \$596,959 One off from Licence fee) \$359,376 from Reserves) . That the National budget was reduced by \$50,000 for Regulation Guides and these funds were then used for the digital licence scoping. That \$432,903 for the RAM \$200k and Magazine approx. \$235) will come from Reserves – this equate to 3.36 % of budgets.

end Saturday 10:41 am

**Move to accept the paper, and recommendations within.**

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Debbie Oakley  
**Seconder:** Dean Phibbs  
**Outcome:** Approved

**2.5 HR Policy Feedback****Approve policies.**

Approve:

1. drug and alcohol.
2. prevention of bullying and harassment.
3. governance CoC

maritime is excluded from this resolution.

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Dean Phibbs  
**Seconder:** Darryl Reardon  
**Outcome:** Approved

**Receive: Maritime NZ report**

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Gerard Karalus  
**Seconder:** Steve Haslett  
**Outcome:** Approved

end Sat 10:47 am

**2.6 Ranger Compliance Policy**

start Sat 10:48 am

NZC CEO spoke to paper.

Cllr Dave Harris questions about regional consultation.

NZC CEO notes consultation has occurred as draft. Need to send final versions to regional councils.

end Sat 10:54 am

**Approve final paper for consultation**

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Steve Haslett  
**Seconder:** Tom Kroos  
**Outcome:** Approved

**2.7 Review Fish and Game production Schedule and processes**

start Sat 10:54 am

NZC CEO spoke to the paper.

end Sat 10:57 am



### Send to regional managers

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Darryl Reardon  
**Seconder:** Dave Harris  
**Outcome:** Approved

## 2.8 RMA Applications and Stocktake

start Sat 10:57 am

NZC CEO spoke to the paper.

end Sat 11:21 am



### Decisions on RMA Fund.

Ngā taunaki - Staff Recommendations

NZC Staff recommend the following:

1. Receives the information in the RMA Legal Fund Update report.
2. Approve additional funding for NPS-FM work on inputs control. We now seek to allocate the remaining funds from the NPS-FM fund (approved Aug 20) of \$10,215 towards this work ie this would come from an existing fund.
3. Approve new funding application of \$30,000 for legal support for Fast Track legislation. Item 3.3 in public excluded provides an update on the Fast Track legislation.
4. Approve new funding application of \$3000 to complete writing our draft mana whenua engagement policy for Sports Fish and Game Management Plans.
5. Approve new funding application of \$65,000 towards Tranch 2 case in Hawkes Bay for external experts.
6. Approve new funding application of \$50,000 towards RMA reform and NPS-FM amendment work that will commence in May 2024.

Amended as follows below the recommendations in NZC paper 'RMA Legal Fund Update', copied above from Item 2.8:

Recommendation 1: Approve (Moved: Cllr Phibbs , Second: Cllr Koevoet).

Support: All. Oppose: Nil.

Recommendation 2: Approve (Moved: Cllr Phibbs, Second: Cllr Koevoet).

Support: All. Oppose: Nil.

Recommendation 3: Withdrawn

Recommendation 4: Amend to read ...engagement policy for Sports Fish and Game Management Plans "through ministerial review budget". (Moved: Cllr Coll , Second: Cllr Haslett ). Support: All. Oppose: Nil.

Recommendation 5: Amend "\$65,000" to read "\$30,000". (Moved: Cllr Coll, Carried: Cllr Barker ). Support: All. Oppose: Nil.

Recommendation 6: Approve (Cllr Kroos, Cllr Reardon ). Support: All. Oppose: Nil.

Hawkes Bay \$65,000 reserves for Tranche 2: (Moved, Cllr Phibbs . Support: Cllr Harris ). Support: All. Oppose: Nil.

CARRRIED.

**Decision Date:** 19 Apr 2024  
**Outcome:** Approved

## 2.9 West Coast Fish and Game Council sports fish game management plan

Open Saturday 12:28 pm

NZC CEO spoke to the report.

Cllr Dean Phibbs spoke to West Coast specific resourcing issues with large extent of spawning areas to be mapped.

End Saturday 12:38 pm.



### NZC staff to engage with staff from ministers office

NZC delegate to the NZC CEO responsibility to directly engage with ministers office.

**Decision Date:** 19 Apr 2024  
**Mover:** Dave Harris  
**Seconder:** Gerard Karalus  
**Outcome:** Approved



### Seek Ministerial approval of SFGMP

1. receive the report
2. NZC Recommend NZC CEO to make a formal recommendation to the Minister for approval of F&G West Coast Council SFGMP

**Decision Date:** 19 Apr 2024  
**Mover:** Dave Harris  
**Seconder:** Mike Barker  
**Outcome:** Approved

Items 2.9.a and 2.9.a were replaced by CMH on 23/04/2024, the version in the board pack is superseded by an amended version that was tabled by NZC CEO at the Board Meeting 19-20 March 2024. The superseded version is left in Board-Pro version history for completeness. The final board pack on the website contains the amended version that was tabled at the board meeting.

## 2.10 Research & Monitoring Programme Update

start Sat 11:22 am

NZC CEO spoke to the paper.

end Sat 11:26 am



### Receive report

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Debbie Oakley  
**Seconder:** Linn Koevoet  
**Outcome:** Approved



### Progress report

Action 1: NZC CEO to review the status of research projects to provide a progress report. This only applies to projects older than 3 years.

**Due Date:** 20 Jul 2024  
**Owner:** Heather Garrick



## Project deliverables

Action 2: NZC CEO: review existing projects and provide an update on intended deliverables. This only applies to projects older than 3 years.

**Due Date:** 20 Jul 2024  
**Owner:** Heather Garrick

## 2.11 License database analysis update

Start 11:26 AM

NZC CEO spoke to paper.

End 11:29 am.



## Receive paper

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Gerard Karalus  
**Seconder:** Tom Kroos  
**Outcome:** Approved

## 2.12 Staff Development Grant

Open 11:31 am

NZC CEO spoke to the paper

NZC CFO provided update on managers meeting.

Close 11:35 am.



## Decisions on the Staff CPD Grant

Recommendation 2.1 (conference) approved \$2500 for Hamish Stevens to attend conference (Moved: Cllr Harris , Supported: Cllr Kroos)

Recommendation 2.2 (te reo) decline (Moved: Cllr Kroos, Supported: Cllr Barker )

Action: NZC CEO to investigate options for Te Reo development. (Moved: Cllr Haslett, Supported: Cllr Karalus).

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Outcome:** Approved



## Te Reo Maori

Investigate options for te reo development among staff and across org.

**Due Date:** 20 Jul 2024  
**Owner:** Corina Jordan

## 2.13 Notification of Use of Reserves Hawkes Bay

open 11:36 am

NZC CEO spoke to the report

end 11:39 am.

**Receive the information in the report.**

- Recommendation 1: Receive the information in the report.
- New additional recommendation 2: Approve \$21,500 from reserves FY24-25 for the Education Centre.

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Gerard Karalus  
**Seconder:** Debbie Oakley  
**Outcome:** Approved

**3. Lunch****3.1 Break**

Friday 1 pm (45 min)

Saturday 12 pm (30 min)

**4. Reports to Note****4.1 Sport Fish Game management programme guidelines**

Open 11:40 am

NZC CEO spoke to the report.

Discussion of:

1. Functions of the Minister for Hunting and Fishing Hon McClay.
2. Functions of Department of Conservation staff.
3. Budget provision for this work.

End 11:52 am.

**Recieve the report**

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Dean Phibbs  
**Seconder:** Dave Harris  
**Outcome:** Approved

**4.2 Communications update**

Open 11:52 am.

NZC CEO spoke to the report.

NZC thanks Maggie Tait for work.

End 11:55 am.

**Receive paper**

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Darryl Reardon

**Seconded:** Mike Barker  
**Outcome:** Approved

### 4.3 NZC Finance Report

Open Sat 11:55 am

NZC CFO spoke to the report.

Close Sat 12:03 pm.



#### received

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Debbie Oakley  
**Seconded:** Dean Phibbs  
**Outcome:** Approved

### 4.4 National Finance Report



#### Received

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Tom Kroos  
**Seconded:** DAVE COLL  
**Outcome:** Approved

end Sat 12.03 pm

### 4.5 Break

Saturday lunch 12:03 pm.

resume 12:28 pm

### 4.6 CE Report (verbal update)

nil

### 4.7 Correspondence register

Open Saturday 12:38 pm

NZC CEO speaks to paper.

Close Saturday 12:41 pm.



#### Receive the paper

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Darryl Reardon  
**Seconded:** DAVE COLL  
**Outcome:** Approved

## 4.8 Licence Sales Update

Open Saturday 12:41 pm

NZC CFO speaks to paper.

Close Saturday 12:48 pm.



### Receive the paper

1. receive the paper
2. acknowledge Kate Thompson and working party for their work.

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Debbie Oakley  
**Seconder:** Linn Koevoet  
**Outcome:** Approved



### Thank Kate Thompson for work

.

**Due Date:** 19 May 2024  
**Owner:** Corina Jordan

## 4.9 General Business

Start 1:52 pm

Agenda:

1. Designated Waters, spoken to by Cllr Dave Harris. For information only. Ends 1:55 pm.
2. TOIL under Remuneration Policy, spoken to by Cllr Steve Haslett. Action point. Ends 2:08 pm.
3. Highly Pathogenic Avian Influenza (HPAI) update from the NZC CEO (through Chair Barnes). Discussion of human health. Action points. Ends 2:18 pm.
4. Official Information Request re: availability and use of lead shot in .410 ammunition. Update from NZC CEO (through Chair Barnes). For information only. Ends 2:29 pm.
5. High court appeal of Otago Regional Policy Statement and Land and Water Plan. Spoken to by Cllr Barker. For information only. Ends 2:32 pm.
6. Arrangement and timing of board packs. Discussion of rural delivery. For information only. Ends 2:36 pm.

End: 2:36 pm.



### Time Off In Lieu (TOIL).

1. NZC Members to speak to regional chairs about TOIL across the Org.
2. NZC HR Business Partner to provide, via the CEO, recommendations on TOIL for employees. Split analysis by A. salaried and B. non-salaried.

**Due Date:** 20 Jul 2024  
**Owner:** Jane Hutchings



### HPAI response plan.

1. NZC asked the CEO to receive a paper from staff HPAI experts, and potential risk to org, and licence holders and species.



2. NZC directed CEO to provide copy of report from 1 to NZC upon receipt.
3. CEO informed the NZC there was an emergency meeting held on 17 April re: response preparation.
4. CEO to inform regions, after receiving report (in [1]), coming this Wednesday 24 April.
5. NZC directed CEO to hold any emergency meetings necessary in response to (1) and (4)

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Dean Phibbs  
**Seconder:** Gerard Karalus  
**Outcome:** Approved



#### Receive the information re: lead shot in .410 shot

official information act.

In-favour: All. Oppose: Nil. CARRIED.

**Decision Date:** 19 Apr 2024  
**Mover:** Barrie Barnes  
**Seconder:** DAVE COLL

## 4.10 Close meeting



### Close meeting

Saturday 20/4/24 at 2:36 PM.

**Decision Date:** 19 Apr 2024  
**Mover:** Mike Barker  
**Seconder:** Tom Kroos  
**Outcome:** Approved

## 5. Close Meeting

### 5.1 Close the meeting

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

### New Actions raised in this meeting

Item	Action Title	Owner
2.2	RMA services provision arrangements <b>Due Date:</b> 19 Jul 2024	Corina Jordan
2.2	Digital regulation guide booklet <b>Due Date:</b> 20 Jul 2024	RICHARD COSGROVE
2.2	Digital magazine <b>Due Date:</b> 20 Jul 2024	RICHARD COSGROVE
2.2	Review CF for salaries <b>Due Date:</b> 19 Jul 2024	Jane Hutchings
2.2	Mai Mia fee on Lake Ellesmere (Te Waihora) <b>Due Date:</b> 19 Jul 2024	RASMUS GABRIELSSON
2.2	update standing orders <b>Due Date:</b> 19 Jul 2024	RICHARD COSGROVE

<b>Item</b>	<b>Action Title</b>	<b>Owner</b>
2.2	ARF register <b>Due Date:</b> 28 Feb 2025	Carmel Veitch
2.10	Progress report <b>Due Date:</b> 20 Jul 2024	Heather Garrick
2.10	Project deliverables <b>Due Date:</b> 20 Jul 2024	Heather Garrick
2.12	Te Reo Maori <b>Due Date:</b> 20 Jul 2024	Corina Jordan
4.8	Thank Kate Thompson for work <b>Due Date:</b> 19 May 2024	Corina Jordan
4.9	Time Off In Lieu (TOIL). <b>Due Date:</b> 20 Jul 2024	Jane Hutchings

Friday Close 4:57 pm

Saturday Close 2:37 pm.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Risk Register

**New Zealand Fish and Game Council Meeting 170 – 23<sup>rd</sup> & 24<sup>th</sup> of August 2024**

**Prepared by:** Corina Jordan, CEO, NZ Fish and Game Council

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### **Kōrero taunaki - Summary of considerations**

#### **Purpose**

1. This report to the New Zealand Fish and Game Council provides an analysis of the risks facing Fish & Game as an organisation, as well as the New Zealand Fish and Game Council.

#### **Financial considerations**

Nil  Budgetary provision /  Unbudgeted

#### **Risk**

Low  Medium  X High  Extreme

### **Ngā taunaki – CEO Recommends**

2. NZC CEO recommends that the New Zealand Fish and Game Council:
  - a. Receive the information.
  - b. Review and discuss the risk assessment; and
  - c. Review the proposed annual work program and budget with a specific view to addressing those risks identified as high (2) and very high (1).

## Executive Summary - Whakarāpopoto

3. The Risk Register report provides an analysis of the organisational and New Zealand Fish & Game Council (NZC) risks associated with achievement of the Councils Strategic Objectives. These risks if not appropriately managed, could impede the achievement of the New Zealand Fish & Game Councils strategic priorities and effective implementation of the Organisational Strategy.
4. The main areas highlighted as high (2) or very high (1) center mainly around: organisational culture, cohesion, and resilience; social licence; recruitment, retention, and reactivation (R<sup>3</sup>); and environmental management.
5. The Risk Register Report summarises mitigation approaches to effectively manage the majority of risks. However, some identified risks may be outside of the direct control of the New Zealand Fish & Game Council, such as organisational culture and cohesion and wider fiscal management and efficiency.
6. Budget constraints around additional research human resourcing, sustainable environmental management through policy frameworks, organisational social licence, and R<sup>3</sup>, remain high with fiscal constraints around the implementation of effective mitigation approaches.

## Background - Takenga mai

7. Risk assessment is the identification and analysis of relevant risks to achieving the councils objectives and forms a basis for determining how the risk should be managed (accept, reject, manage).
8. Fish & Game faces a variety of risks from both external and internal sources. Appendix 1 to this report outlines these risks across key categories:
  - a. Operational/ assets;
  - b. Financial;
  - c. Human resources;
  - d. Governance;
  - e. Strategic;
  - f. Reputational;
  - g. Social/ demographic;
  - h. Species/ population;
  - i. Compliance and prosecutions
  - j. Environmental
  - k. Contractors/ third party risks
  - l. Health and safety; and
  - m. Produce quality/ value.

9. Risks affect the organisations ability to survive and thrive; maintain its relevance and value proposition to the government and its stakeholders; maintain its financial strength; maintain and build its social licence or positive public image; and maintain the overall quality of its services and products.
10. Risk assessments should inform the development of annual operational work programs and budgets, and should be undertaken before introducing new processes or activities, before introducing changes to existing processes or activities, when embarking on organisational change, or when a new risk becomes apparent.
11. There is generally no practical way to reduce all risks to zero. Therefore, the council must determine how much risk should be prudently accepted and management should strive to maintain risk within these levels. This acceptance is referred to as risk appetite.
12. The goal of the Risk Register (Appendix 1) is to assist the NZC to identify the relative risks for both the NZC, and the wider organisation, and to assist the council prepare for and manage risk. The assessment should be considered as the council reviews and considers for approval the NZC annual operating work plan, and final budgets. Risks are identified as low (4), moderate (3), high (orange), or very high (red).

		Impact			
		Minor	Moderate	Major	Critical
Likelihood		Little or No Effect	Effects are Felt but Not Critical	Effects are significant	Effects are critical
Improbable	Unlikely to Occur	4	4	3	2
Possible	May Occur	4	3	2	1
Probable	Will Likely Occur	3	2	1	1
		<b>Risk Key</b>			
		4	Low		
		3	Moderate		
		2	High		
		1	Very High		

### Discussion - Kōrerorero

13. Appendix 1 Risk Register sets out the relative risks to the New Zealand Fish & Game Council (NZC), and the wider Fish & Game organisation. The Risk Register also summarises mitigation approaches to effectively manage risk to a desirable level.
14. Risks around organisational culture and cohesion, wellbeing, and resilience remain high despite the establishment and implementation of the significant

body of work over the last year to address these risks. Failure to effectively manage these risks are a result of the structure of the organisation, along with differing governance imperatives across the organisation.

15. These risks could be effectively addressed through legislative changes to the organisation focussed on cohesion and working together, shared values/ vision/ and objectives, improving fiscal and operational efficiency, enabling expert human resources to be redeployed to high value projects, and implementation of NZC policy as set out under the Conservation Act.
16. Alternatively or in combination, establishment of cross organisation governance agreements to address the areas identified above would be required to effectively reduce risk.
17. Risk across the following categories remain high to very high, with budget constraints impacting on effective risk management:
  - a. New Zealand Council Staff stress and wellbeing - Lack of a research position within NZC for the 2024/25 financial year is a significant risk as Research is a core statutory function for NZC, and lack of this position poses a gap in both organisational capacity as well as capacity within the NZC team;
  - b. Review of New Zealand's Environmental Management Legislation (RMA Reform). Budget currently established at \$200,000 against a historic budget of ~\$500,000, coupled with no changes in the structure of the RM team.
  - c. Reputational which includes social licence, and public perceptions of Fish & Game and hunting and angling.
  - d. Recruitment, reactivation, and retention (R<sup>3</sup>)
18. Priorities for the New Zealand Fish & Game Council team for 2024/25, based on the Risk Register and assessment for 2024/25, in addition too the teams well established and historical focus areas and projects, include:
  - a. Communications and engagement which continue to build off the "Rewild" campaign, and increased focus on internal and external communications;
  - b. Building strong and enduring relationships across key stakeholders and the government. The Parliamentary Fish and Gamebird hunt are two key initiatives, along with regular meetings and the building of collaborative projects across the Ministries, hunting and fishing leadership (GAC, NZPFGA, NZ Deerstalkers etc), and eNGO's. Internal and external facing engagement and information sharing (ie newsletters) remain a strong focus of the team, along with ongoing connection to hunting and angling influencers including clubs;
  - c. Development of an extension program (factsheets, podcasts, workshops, utube clips, social media posts, e learning modules etc) and

resources to support R<sup>3</sup>, and build stronger licence holder engagement and value add;

- d. Review and modernisation of Fish & Games licencing and customer support systems and services;
- e. Establishment of a National Sportsfish and Gamebird Monitoring Program and Standard Operating Procedures (SOP's);
- f. Compliance policies and processes including establishment of a national infringement system;
- g. Ongoing development and implementation support across Fish & Game on health and safety and human resources, along with the continued review and development of NZC Policy for regional consultation and implementation;
- h. Development and implementation of an audit system with a focus on the NZC policy binding on regions that has been developed over the last two years (H&S, H&R, Governance, Compliance), and ARF.
- i. Ongoing focus on organisational culture, leadership, and governance excellence;
- j. Building relationships with Mana Whenua and implementation of Fish & Games Section 4 Te Tiriti o Waitangi obligations.

### **Options- Ngā kōwhiringa**

19. The Council may:

- a. Adopt the risk assessment; or
- b. Adopt the risk assessment with X amendments; or
- c. Agree to not adopt the risk assessment.

### **Considerations for decision-making - Whai whakaaro ki ngā whakataunga**

#### **Financial Implications**

20. The financial implications of the risk assessment should be considered. The annual operational work program and budget has been developed to specifically manage the majority of the risks identified.

21. However, some identified risks may be outside of the direct control of the New Zealand Fish & Game Council. These risks largely are related to:

- a. Organisational culture;
- b. Implementation of the Organisational Strategy;

- c. Implementation of New Zealand Council policy binding on regions and in particular those policies related to behaviour (both of staff and of councillors), Health and Safety, and Human Resources; and
  - d. Wider organisational fiscal management, efficiency, and viability.
22. Legislative change for Fish & Game, or/and cross organisational governance support for change may be required to effectively manage these risks.
23. Due to budget constraints the following risks remain high:
- a. New Zealand Council Staff stress and wellbeing - Lack of a research position within NZC for the 2024/25 financial year is a significant risk as Research is a core statutory function for NZC, and lack of this position poses a gap in both organisational capacity as well as capacity within the NZC team (\$75,000 part time);
  - b. Review of New Zealand's Environmental Management Legislation (RMA Reform). Budget currently established at \$200,000 against a historic budget of ~\$500,000, coupled with no changes in the structure of the RM team.
  - c. Reputational which includes social licence, and public perceptions of Fish & Game and hunting and angling (\$80,000).

### **Legislative Implications**

24. Some identified risks require legislative changes for the organisation or/ and cross organisational collaboration in order to effectively manage the risk.

### **Section 4 Treaty Responsibilities**

25. The paper includes risks associated with Fish & Games implementation of its section 4 obligations under Te Tiriti o Waitangi.

### **Policy Implications**

26. The risk assessment considers implementation of the Organisational Strategy, and the long term viability of Fish & Game.

### **Risks and mitigations**

27. The paper provides a risk assessment for Fish & Game as an organisation and the New Zealand Fish & Game Council.

### **Consultation**

28. No regions were consulted on the risk assessment.
29. Council to consider if they would like regional feedback on any matters discussed in the report.

### **Next actions - Ngā mahinga e whai ake nei**



30. The council will consider the Annual Operational Work Plan, and budget, in light of the discussion around organisational and NZC risks, with a particular focus on those risks identified as high (2) or very high (1).

Risk Register			As at 23 August 2024
Risk Type	Description	Mitigation	Risk Code
<b>Operational/assets</b>			1 to 4
	Flood, fire, theft, earthquake	Insurance, alarms, theft prevention, key codes changed	3
	Internet, files storage and security	Security software up to date, Internet supplier agreement in place	4
	Physical files	Security software up to date, Internet supplier agreement in place	3
<b>Financial</b>			
	Reliance on licence income	Secure other sources of income	3
	Ongoing or new pandemic impact on Non residents	Use of reserves	2
	Investment income weak	Reduced reliance on interest revenue	2
	Depleted reserves		2
	Fraud	Fraud prevention measures in place and audited	4
	Declining licence sales	R3 programme	1
	Licensing system failure	Contracts in place and being monitored	3
	Agent commission increase	Progressive movement to online sales	2
	NZC levies/constraints on reserves	Levy setting system being reconsidered, current policy on reserves across regions and NZC to be reviewed & socialised	3
<b>Human resource</b>			
	Pay and conditions of staff	Retain good working conditions, review JD's & job sizing with Strategic Pay and test against market.	3
	Loss of key staff and recruitment of required skills	Promote professional development opportunities, incorporate resilience and cultural support and address capacity and capability gaps.	2
	Succession planning	CE to have succession plans in place to ensure transition of institutional knowledge.	2
	Recruitment	Reassessment of staffing budget against needs of office, go to market on existing positions, plan to address perceived staffing gaps.	1
	Staff stress and wellbeing	Monitoring in place and regular contact through one on one meetings. Seeking to fill one vacancy. Development of individualised My Plans linked to strategic priorities. Encourage staff to take time off. Lack of a research position within NZC for the 2024/25 financial year is a significant risk as Research is a core statutory function for NZC, and lack of this position poses a gap in both organisational capacity as well as capacity within the NZC team.	2
	NZC Office Culture	Maintain positive and transparent workplace culture	4
	Inter-office staff culture	Cultural challenges across organisation continue despite investment in culture and leadership training, resilience training and staff conference in 2023. The current organisational structure and budgeting approach creates conflict. Minister of Hunting and Fishing legislation changes for F&G will be foundational for cultural change. Continue to work on the cultural challenges across F&G, more face time, build subject matter teams across organisation, and ongoing training.	1
	NZC Governor/staff culture	Training on culture, reestablishing boundaries, building trust and cohesion, creating culture of kindness.	4
<b>Governance</b>			
	Governance and Cr skill level	Governance and chair training, coopting specialist skills and education	2
	Rogue Councillors	Use and knowledge of standing orders and governance policies. Minister of Hunting and Fishing legislative review for F&G will be foundational in addressing challenges around policy implementation and enforcement.	1
	Representation	Encouragement of diversity (and gender) at elections, encourage diverse appointments to NZC	2
	Councillor safety	No addresses, limited personal info	4
	Culture	Cultural challenges across organisation continue despite investment in culture and leadership training, resilience training and staff conference in 2023. The current organisational structure and budgeting approach creates conflict. Minister of Hunting and Fishing legislation changes for F&G will be foundational for cultural change. Ongoing training for governors on culture and governance. Induction for new councils in 2024.	1
	Disconnect between customers and governors	Increase awareness of process of NZC and opportunities for public engagement.	4
<b>Strategic</b>			
	Lack of organisation strategy	Organisational strategy built collectively across the organisation, and socialised.	4
	Lack of organisational strategic implementation plans	Work across organisation to implement organisational strategy. Review how the organisation builds annual operational work plans to ensure these are linked to the organisational strategy, and annual SSP. Build consolidated annual reporting which links to organisational strategy.	1

Risk Register		As at 23 August 2024	
Risk Type	Description	Mitigation	Risk Code
<b>Reputational</b>			
	Social Licence	Gather insights on what licence holders, wider stakeholders and public think and feel of Fish and Game to inform social licence campaign, increasing social media profile of organisation, commissioning analysis report summarising last decade of environmental activities undertaken by Fish and Game. Pull together report looking at public benefit organisation has provided.	3
	Public perceptions of Fish and Game	Broaden awareness and respect for Fish and Game through social licence campaign, including comms and advocacy	3
	Perceptions of trout	Promote value of trout- commercial, recreational, tablefare.	2
	Catch and release	Promote sustainable harvest	2
	Perceptions around hunting	Promote sustainable harvest and ethical shooting.	2
	Diversity of membership and Council	Recruitment at elections, encouragement of diversity through R3 planning.	2
	Low trust for alternative sources of income (NC example)	Positive projects promoted with alternative sources of income (bequests)	4
	Seen as adversarial and litigious	Comms strategy to better articulate reasons of objections and legal actions	3
<b>Social/demographic</b>			
	Perceived value of introduced trout and ducks diminishing?	Value to be promoted through communications plan	2
	Population is diversifying and increasingly urban	R3 programme to target specific audiences	1
	Older population (baby boomers) aging out of sport	R3 programme	2
	Rural community trust in F&G low	Regain trust via regular contact on positive projects - Catchment groups, wetland enhancement projects (strategic priority 20-23)	2
<b>Species/Population</b>			
	Sedimentation of waterways	Govt intervention should slow the pace of inputs. Removal may be challenging.	2
	Species interactions - natives V introduced	Engage and support research on this. Collaborate with manawhenua on research projects to build understanding of values & joint ownership of solutions.	2
	Ducks as pests/contributor to ecoli levels	Research and social messaging	3
	Searun Salmon fishery collapse	Season bag limit - adaptive management	2
	New incursions of pest fish species	Monitoring	3
	Increase in gamebird populations/increased crop predation.	Population monitoring for Mallards and Parries in place	3
	Cultural Harvest	Facilitate and encourage engagement with iwi & consideration to support legislative changes	3
<b>Political</b>			
	DOC advocacy positions	Strategic priority 22 - 27 to engage and support stakeholder groups and build relationships	3
	RMA review	Govt announced review of RMA, NES FW, and NPS FW. Continue to work closely with the government on environmental legislative reform, along with key stakeholders (such as GAC, EDS, F&B, Hunting and Fishing Influencers, Clubs etc), and Ministries (DOC, MPI, MfE).	2
	Wildlife Act Review	Engagement with DOC and GAC. Consider legislative changes, and build policy positions.	2
	Conservation Act Review	Engagement with DOC, GAC, and eNGO's	2
	F&G Legislative Review	Details to come. Will be essential to address cultural challenges across the organisation and to effectively implement F&G Organisational Strategy	1
	NPS -FM/NES implementation for wetlands and maimai's	Propose regulatory changes to enable the protection, enhancement, and establishment of wetlands in supporting the work of F&G, GBHT, and Hunters	3
	Relationship with Minister of Conservation	Maintain quarterly senior leadership meetings, and monthly operational meetings	4
	Relationship with DOC	Continue to build strong relationships with DOC.	3
	Treaty of Waitangi and our obligations	Strategic priority 22 - 27 to engage with iwi more regularly and meaningfully	2
<b>Compliance and prosecutions</b>			
	Perceptions about F&G prosecutions	Prosecution guidelines in place and regularly reviewed. Public interest test considered. Build and implement an infringement system.	2

Risk Register			As at 23 August 2024
Risk Type	Description	Mitigation	Risk Code
<b>Environmental</b>			
	Didymo, lake snow etc more pests	Assisting Biosecurity with messaging. Promotion of Check, clean,dry through our own publications	2
	Climate change - heat/flooding	Climate change research? Return of flows to rivers through plan changes	1
	Declining water quality and quantity	Pressure on regional councils plans and recording of complaints	1
	Biosecurity - fish and bird diseases	Monitoring and reporting of incidents and observations to BNZ	3
	Intensive land use/ urban sprawl - reduced access	Pressure on regional councils to monitor. Reporting on issues	2
	Gravel extraction/ river straightening/ willow problems	Regional councils global consent for river works up for renewal. F&G input with other stakeholders.	4
	Carbon Farming - Forestry in headwaters	National advocacy, supporting regional engagement with district plans	2
<b>Contractors/third party risks</b>			
	Contractors	Check values align. Annual work programmes from FOBC	4
	Rangers and Volunteers	CE working with National Compliance Coordinator to review current systems.	2
<b>Health &amp; Safety</b>			
	Mental stability, stress, personal conflicts	Open door policy with CE for raising issues. H&S manual covers identification of risk factors	2
	Fire and emergency	Regular fire drills, emergency contacts on list at office.	3
	Ranger Safety	Vetting and approval process	3
<b>Product quality/value</b>			
	Decreasing perception of value of trout and ducks	Trout/Ducks promoted as highly valued species through comms channels	2
	Reducing perception of value for money in licence	Communications plan to sell benefits. R3 plan to make people more successful. Ranging to check licences.	2
	Licence category choices	Review of licence categories initiated.	4
	Reduced access availability	Identification of public access points (project in 2020-2023 priorities). Improved relationships with landowners	2

		Impact			
		Minor	Moderate	Major	Critical
Likelihood		Little or No Effect	Effects are Felt but Not Critical	Effects are significant	Effects are critical
<b>Improbable</b>	Unlikely to Occur	4	4	3	2
<b>Possible</b>	May Occur	4	3	2	1
<b>Probable</b>	Will Likely Occur	3	2	1	1
		<b>Risk Key</b>			
		4	Low		
		3	Moderate		
		2	High		
		1	Very High		

# 2024-25 Annual Meeting and Budget Timetable

## NZ Fish and Game Council Meeting 170 -23 & 24 August 2024

Prepared by: Carmel Veitch, CFO, NZ Fish and Game Council

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### Kōrero taunaki - Summary of considerations

#### *Purpose*

This report to the New Zealand Fish and Game Council (NZC) seeks approval for the 2024-25 Annual Meeting and Budget Timetable to go out for regional consultation.

#### *Financial Considerations*

Nil       Budgetary provision       Unbudgeted

#### *Risk*

Low       Medium       High       Extreme

### Ngā taunaki – CEO Recommendations

The CEO recommends the following motion:

That the New Zealand Fish and Game Council:

1. Receive the information.
2. Agree to the Meeting and Budget Timetable:
  - 2.1. Five NZC meetings in the 2024-25 financial year.
    - 2.1.1. 13<sup>th</sup> and 14<sup>th</sup> December 2024- Wellington
    - 2.1.2. 28<sup>th</sup> Feb and 2<sup>nd</sup> March 2025– Wellington **or one day only**
    - 2.1.3. 11<sup>th</sup> and 12<sup>th</sup> April 2025– Wellington
    - 2.1.4. 17<sup>th</sup> and 18<sup>th</sup> June 2025– online
    - 2.1.5. 29<sup>th</sup> and 30<sup>th</sup> August – 2025Wellington **or one day only or online**
  - 2.2. One Governors Forum
    - 2.2.1. 1<sup>st</sup> March 2025 - Wellington
  - 2.3. Two in-person Managers meetings
    - 2.3.1. 12<sup>th</sup> and 13<sup>th</sup> February 2025 – location to TBC
    - 2.3.2. **Or** meeting before the April NZC meeting – 9<sup>th</sup> and 10<sup>th</sup> April Wellington
    - 2.3.3. 13<sup>th</sup> and 14<sup>th</sup> August 2025 – location TBC
  - 2.4. One Meeting and workshop in the 2025-26 financial year
    - 2.4.1. 28<sup>th</sup> and 29<sup>th</sup> November 2025
3. Consult with the Regional Councils on the Meeting and Budget timetable for 2024-25.

### Whakarāpopoto - Executive Summary

4. The Meeting and Budget Timetable for 2024-25 sets out the important dates that need to be considered for the NZC to fulfil its statutory obligations of co-ordination of the Anglers Notice, Licence Fees and Forms and Elections.
5. Meeting dates have been set to ensure Regional Councils are consulted and that there is adequate time for regional feedback.

### Takenga mai - Background

6. The Draft 2024-25 Annual Budget and Meeting Schedule is presented to the NZC for approval to go out for consultation.
7. The meeting schedule highlights the processes that need to be followed for the budget setting process, regulations, and licence fees to be approved by the Minister.
8. Regional Councils **need to set their meetings to fit within the NZC meeting dates** to ensure feedback on licence fees and regulations can be given.
9. The NZC office has worked closely with DOC and the Minister's Office to ensure the process is run more efficiently. DOC and the Ministers office have asked that the Licence Fee proposal, Anglers Notice and the Sports Fish Licence Fees and Forms Notice be presented together.
10. Regional Councils need to ensure they hold meetings to fit in with this timetable and to give adequate time to consult with the licence holders on any regulation changes.
11. Under legislation, the NZC must hold at least two meetings per year.
12. This draft meeting and budget schedule were presented to the managers' group at their formal 1<sup>st</sup> August meeting. Any feedback from that meeting will be addressed verbally at the NZC meeting.

### Kōrerorero - Discussion

13. Most meetings have been set to comply with the NZC to fulfil its statutory obligations of co-ordination of the Anglers Notice, Game Notice, the Sports Fish Licence Fees and Forms Notice (SFLFFN), and the Elections.
14. The meeting dates set for September 2024 to December 2024 were consulted on and approved by the NZC in August 2023 and November 2023. These dates consider the timing required to have meetings post an Election.
15. The December 2024 meeting has been set over two days – Friday 13<sup>th</sup> and Saturday 14<sup>th</sup> December. This will be the inaugural meeting of the new NZC council. The second day has been set aside for a Strategy Day for the new Council.
16. A two-day meeting is scheduled for the Feb/March 2025 meeting. A decision as to the requirement for the second day of the NZC meeting scheduled for 2<sup>nd</sup> March needs to be made. This meeting will be held after the Governor's meeting on 1<sup>st</sup> March 2025.
17. The Governors meeting scheduled for 1<sup>st</sup> March 2025 is a meeting where the NZC and the Chairs of the Regional Councils meet. This is important for the 2024-25 year as following elections in 2024, there may be newly elected Chairs and NZC members.
18. The funds for this meeting may be used for governance training and/or targeted consideration of the NZC strategy.

19. Two face-to-face meetings have been tentatively scheduled for the Managers/CEs in the 2024-25 year. This is to make up for the cancelled meeting in April 2024. (A request to roll the unspent budget from 2023-24 to the new financial year is made in the NZC Budget paper).
20. The NZC Council need to consider how they will approach the Budgeting meeting, which is scheduled for 11<sup>th</sup> and 12<sup>th</sup> April. In the past, the Regional Managers have been an important part of this process as they brought their expertise into contestable funding applications and were given the chance to make recommendations to the NZC on contestable funding applications.
21. If the NZC would like to move back to that approach, the Managers meeting set for 20<sup>th</sup> March would need to be rescheduled to Thursday 10<sup>th</sup> April.
22. Following the April meeting, The Regions **must** hold a meeting between 16<sup>th</sup> April and 29<sup>th</sup> May 2025 to give feedback to the NZC by 30 May on the licence fee proposals, Angler Notice & SLFFN, Designated waters proposals and sea-run salmon limit changes.
23. The June meeting for the NZC is online – over two nights, 17<sup>th</sup> and 18<sup>th</sup> June (6-8 pm). The main objective of this meeting is to consider the licence fee, Anglers notice, and SFLFFN.
24. The August 2025 meeting requires a decision to hold the meeting over one or two days.
25. The meeting scheduled for 28<sup>th</sup> and 29<sup>th</sup> November 2025 is over two days – with one day being set aside for the 2026-27 strategy workshop.
26. Apart from the Governor's meeting, which has a tentative date of 1<sup>st</sup> March 2025 – this paper has not considered any other Governance Training for the new Councillors who take office from 30 October 2024. This training is still to be determined.

### **Ngā kōwhiringa - Options**

27. The Council may:
  - a. Agree to the meeting and budget timetable for consultation.
  - b. Agree to amend meeting and budget timetable before consultation; or
  - c. Agree to not accept the meeting and budget timetable.
28. The Council will have a further opportunity to consider the meeting and budget timetable following consultation.

### **Whai whakaaro ki ngā whakataunga - Considerations for decision-making**

#### ***Financial Implications***

29. The 2024-25 Budget allows for four in-person NZC meetings. The Budget is \$63,500. Each meeting (based on 2023-24 costs, this budget is insufficient to hold four face-to-face meetings for two days each)
30. The NZC needs to consider either dropping one further face-to-face with an online meeting (August 2025?) or reducing the number of days that the Council meet (from two to one)
31. The 2024-25 Budget allows \$12,000 for a joint Chairs/NZC meeting/Governors Forum, and \$35,000 has been allocated to the Governance training program.
32. \$20,000 has been approved for one in-person meeting with managers. The NZC staff also request that the \$12,000 not spent in the 2023-24 budget be rolled into the 2024-25 budget. This will allow our key management to have a second face-to-face meeting.

33. These budgets are tight, and with increases in flights and accommodation, these will need to be carefully managed.

### ***Legislative Implications***

34. The dates within this paper ensure the NZC adhere to Section 26C Functions of New Zealand Council (1), (b), (ba i,ii and iii),(e) (ea) and (f i and ii), and
35. Section 26K (1) – Meetings of the New Zealand Council shall be held at least twice a year
36. The dates in the timetable are to ensure that the Fish and Game Elections Regulations 1990 are adhered to and Section 26C of the Conservation Act.
37. The dates also ensure the Minister is adequately briefed and given sufficient decision-making time.

### ***Section 4 Treaty Responsibilities***

38. Nil Section 4 Treaty responsibilities.

### ***Risks and mitigations***

39. Regional Councils need to align their meeting to ensure they can respond to consultation from the NZC in a timely manner.
40. All regions need to conform with the Fish and Game Election Regulations. This meeting timetable sets out the required dates for all regions to plan for this.
41. The Minister may not approve the Licence Fees and Forms or our regulations if F&G does not provide adequate information in a timely manner.

### ***Consultation***

42. Once NZC approves the Draft Meeting and Budget timetable, it will go out to all Regional Councils for consultation.
43. Regional Councils will need to provide feedback by 1 November 2024.

### ***Ngā mahinga e whai ake nei - Next actions***

44. If agreed, the consultation document will be circulated by 2<sup>nd</sup> September 2024.




## 2024-25 Annual Budget & Meeting Schedule - DRAFT

Month	Date	Meeting/Activity	Location
Sep-2024	Sunday 1 Sep	Fish & Game New Financial Year	
	Wednesday 11 Sep	Election Roll Closes	
	Thursday 19 Sept	Fish & Game Election Papers Out	
Oct-2024	Tuesday 1 Oct	Sports Fishing Opening	
	Tuesday 15 Oct	Election Postal dates Close	
	Monday 28 Oct	<b>Labour Day</b>	
	Wednesday 30 Oct	Elected members take Office	
Nov-2024	Friday 1 Nov	High Country Sports Fishing Opening	Otago/Sthland
	Saturday 2 Nov	High Country Sport Fishing Opening	Nth Cant/CSI
	Thursday 7 Nov	<b>Regional Managers/CEs Meeting</b> <i>(Feed into 13 &amp; 14 Dec NZC Meeting)</i>	Online
	Wednesday 20 Nov	New Regional Councils Last Day to hold Inaugural Meeting <i>(3 weeks after taking office)</i>	
Dec-2024	Friday 13 & Saturday 14 Dec	<b>NZ Council Meeting (Held over 2 days)</b> <i>(2025/26 Strategy)</i>	Wellington
	Friday 20 Dec	Variance Reports & Reserves Schedules sent to CFO	
	Wednesday 25 Dec	<b>Christmas Day</b>	
	Thursday 26 Dec	<b>Boxing Day</b>	
	Tuesday 31 Dec	All Regional Council 2024 Meetings to be complete/held	
Jan-2025	Wednesday 1 Jan	<b>New Year's Day</b>	
	Thursday 2 Jan	<b>New Year's Day Observed</b>	
	Friday 24 Jan	Variance Reports & Reserves Updates Distributed	
	Friday 31 Jan	Licence Working Party Licence Sales Forecast	
	Friday 31 Jan	Regulation Details Due for Game Notice <i>(From all Regional Councils)</i>	
Feb-2025	Sunday 2 Feb	World Wetland Day/Release of 2025 Habitat Stamp	
	Monday 3 Feb	Draft Game Notice Submission to DOC for comment	
	Wednesday 5 Feb	Variance reports Final Circulation back to Managers	
	Thursday 6 Feb	<b>Waitangi Day</b>	
	Friday 7 Feb	Game Regulation Guide Content Due to NZC Office	
	Wednesday 12 Feb	<b>Regional Managers/CEs Meeting (feed into 28/2 NZC)</b>	In person TBC
	Thursday 13 Feb	<b>(held over 2 days)</b>	In person TBC
	Monday 17 Feb	Game Notice & Submission to MOC & Gazette Office	
	Friday 21 Feb/or the following week	Publish Game Notice in NZ Gazette	
Friday 28 Feb	<b>NZ Council Meeting (Day 1 of 2)</b>	Wellington	
Mar-2025	Saturday 1 Mar	<b>Governors Forum - Regional Chairs &amp; NZC (Planning)</b>	Wellington
	Sunday 2 Mar	<b>NZ Council Meeting (day 2 of 2)</b>	Wellington
	Thursday 13 Mar	Game Bird Hunting Licences on Sale ( <i>2<sup>nd</sup> Thursday</i> )	
	Friday 14 Mar	<b>Draft Budgets &amp; Contestable Fund Applications Due to CFO</b>	
	Monday 17 Mar	<b>Staff Development Grant Applications Close</b>	
	Monday 17 Mar	Game Magazine Released	
Thursday 20 Mar	<b>Regional Managers/CEs Meeting (feed into NZC 11/4)</b>	Online	

Month	Date	Meeting/Activity	Location
Mar-2025	Friday 28 March	Budgets, Budget Summaries & Contestable Fund Applications Circulated back to Regions	
Apr-2025	Sunday 6 Apr	Mark-up/Pegging Day (4 weekends before opening)	
	Friday 11 Apr	<b>NZ Council Budget meeting</b>	Wellington
	Saturday 12 Apr	<b>NZ Council Meeting</b>	Wellington
	Wednesday 16 April	Licence Fee Consultaion doc distributed to Regions (3 working days after NZC meeting)	
	Friday 18 April	<b>Good Friday</b>	
	Monday 21 Apr	<b>Easter Monday</b>	
	Friday 25 Apr	<b>Anzac Day</b>	
May-2025	Saturday 3 May	Game Bird Season Opening	
	Thursday 22 May	<b>Regional Managers/CEs Meeting (feed into NZC 17/6)</b>	Online
	Friday 30 May	Regional responses to Licence Fee proposals, Anglers Notice & SFLFFN DW/sea run salmon Due to NZC Office	
Jun-2025	Monday 2 June	<b>King's Birthday</b>	
	Tue 17 June & Wed 18 June	<b>NZ Council Meeting (6pm -8pm)</b> (Consider Licence Fee, Anglers Notice & SFLFFN)	Online 6pm-8pm
	Friday 20 June	<b>Matariki</b>	
	Monday 23 June	Licence fee, Anglers Notice & SFLFFN submission to MOC	
	Thursday 26 June	<b>GBHT Grant Applications Close</b>	
	Jul-2025	Wednesday 9 July	<b>GBHT Grant Applications Distributed to Board</b>
Thursday 17 July		Anglers Notice Published in NZ Gazette	
Wednesday 23 July		<b>GBHT Board Meeting (11am)</b>	Online
Aug-2025	Wednesday 13 Aug	<b>Regional Managers/CEs Meeting (feed into NZC 29/8)</b>	In person TBC
	Thursday 14 Aug	<i>(held over 2 days)</i>	In person TBC
	Thursday 21 Aug	Sports Fishing Licences on Sale (3 <sup>rd</sup> Thursday in August)	
	Friday 22 Aug	<b>GBHT Field Trip</b>	Hamilton
	Saturday 23 Aug	<b>GBHT Board Meeting</b>	Hamilton
	Monday 25 Aug	Fishing Magazine Released	
	Friday 29 Aug	<b>NZ Council Meeting (Held over 1 or 2 days)</b>	Wellington
	Saturday 30 Aug	<b>Query if can be 1 day?</b>	
Sunday 31 Aug	Fish & Game End of Financial Year		
Oct-2025	Wednesday 1 Oct	Sports Fishing Opening	
	Monday 27 Oct	<b>Labour Day</b>	
Nov-2025	Saturday 1 Nov	High Country Sports Fishing Opening (CSI & NC 1st Sat Nov)	
	Thursday 6 Nov	<b>Reg Managers/CEs Meeting(feed into NZC 27/11)</b>	Online
	Friday 28 Nov & Saturday 29 Nov	<b>NZ Council Meeting (Held over 2 days)</b> (2026/27 Strategy)	Wellington
	Friday 19 Dec	All Variance & Reserves Schedules to CFO	
Dec-2025	Wednesday 31 Dec	All Regional Council 2025 Meetings to be complete/held	

**KEY**

	Public Holiday
	NZ Council Meeting
	Regional Managers/CEs Meeting
	GBHT Board Meeting
	Governors Forum (Regional Chairs & NZC)

# 2024-25 National Budget Approval

## NZ Fish and Game Council Meeting 170 -23 & 24 August 2024

**Prepared by:** Carmel Veitch, CFO, NZ Fish and Game Council

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### Kōrero taunaki - Summary of considerations

#### *Purpose*

This report to the New Zealand Fish and Game Council (NZC) seeks approval for the 2024-25 National Budget.

#### *Financial Considerations*

Nil       Budgetary provision       Unbudgeted

#### *Risk*

Low       Medium       High       Extreme

### CEO Recommendations - Ngā taunaki

The CEO recommends the following motion:

That the New Zealand Fish and Game Council:

1. Receive the information.
2. Approve the Total National Budget for 2024-25 of \$13,255,721 across all Regions and the NZC/National Budget.
3. The Forecast Deficit for the year is \$532,417.

## Executive Summary - Whakarāpopoto

4. The National Budget for 2024-25 has been set at \$13,255,721
5. This is made up of the following:

Base Funds	\$11,675,225
Approved Contestable Funding (CF) – ongoing from Licence Fee	\$624,161
Approved CF – one off from Licence Fee	\$596,959
Approved CF – one off from Regional Reserves	\$359,376
<b>TOTAL Budget for 2024-25</b>	<b>\$13,255,721</b>

6. All regions are required to use Reserves (1.34% of Budget) to cover the shortfall in Income and Expenses - \$173,043 – this is spread across all Regions.
7. The Forecast Deficit for the year is \$532,417.

## Background - Takenga mai

8. The normal process of setting budgets and the Licence Fee was altered in April 2024 by the NZC.
9. Within the budget process, regions were asked to save 3%.
10. The NZC indicated to Regions that it was likely the Minister would not consider a fee increase.
11. At the April 2024 meeting, the NZC approved the Contestable Funding applications with the exception of the funding for REM (see below discussion)
12. The NZC consulted with the Regions on a 0% increase in licence fees.
13. The Regional consultation was taken into consideration by the NZC at the 169<sup>th</sup> meeting at which point the NZC reconsidered the Licence fee recommendation to the Minister and asked for an increase of \$3 on both the Fish and Game Licence.
14. The NZC also decided on the night to increase the Designated Waters licence for Non-Residents from \$40 to \$60.
15. On the 7<sup>th</sup> of July 2024, the Minister approved the Fish Licence for the Adult Whole Season at \$156 and the Game Ault whole season at \$116. He did not approve the Designated Waters increase for Non-Residents.
16. REM Background
  - 16.1 Regions were notified that information from Strategic Pay suggested that REM would increase over the period by around 3% with the exclusion of CE's, where there was predicted no increase.
  - 16.2 Many Regions were able to work within their current budget (due to staff changes) and did not put in Contestable Funding applications for REM.
  - 16.3 Eight Regions put in a CF for REM. Of these, seven were around the 3% level, with one at 6%. The total REM CF was \$194,011.

- 16.4 The NZC approved the CF's for REM in total; however, it asked the HR advisor to work with Regions with CF applications to ensure the REM applied for was fair and equitable.
- 16.5 This process was a difficult one as it took a lot of time for some regions to send responses to the HR Advisor.
- 16.6 In July 2024, the HR advisor confirmed the REM applications and these amounts were added to the Regions Budgets. Note: Each region received what they originally applied for.

### Discussion - Kōrerorero

17. The following tables outline the overall position for Fish and Game for the 2024-25 year, following the Minister's Licence Fee approval and the reallocation of REM.

<b>Table 1: Overall Forecast Position for Fish and Game</b>			
<b>Based on Fish \$156 &amp; Game \$116</b>			
<b>For the Year ended 31 August 2025</b>			
Net Licence Sales			12,329,235
Interest & Other			394,068
<b>Total Income</b>			<b>12,723,303</b>
<b>Less Approved Budget</b>			<b>13,255,720</b>
<b>Total Surplus/(Deficit)</b>			<b>(532,417)</b>

18.

<b>Table 2: Licence Forecast LEQ 2024/25</b>									
	Actual 2021/22		Actual 2022/23		Est 2024	Budget 2023/24		Projected 24/25	
	Fish	Game	Fish	Game	Fish	Fish	Game	Fish	Game
Northland	217	1,582	455	1,552	454	370	1,552	454	1,537
Auckland/Waikato	3,231	6,309	3,550	6,518	3,658	3,729	6,201	3,658	6,518
Eastern	8,695	3,024	8,643	2,854	8,456	8,663	3,012	8,363	2,769
Hawkes Bay	2,476	1,916	2,525	1,750	2,335	1,879	1,916	2,240	1,667
Taranaki	861	1,114	1,034	1,086	987	938	1,113	964	1,072
Wellington	3,239	3,409	2,990	3,290	2,989	2,807	3,409	2,989	3,231
Nelson-Marlborough	3,460	900	4,410	862	4,364	4,599	887	4,341	843
North Canterbury	10,980	2,428	11,084	2,557	10,964	11,148	2,381	10,904	2,557
West Coast	1,744	370	2,253	364	2,169	2,208	358	2,127	361
Central South Island	11,638	2,235	12,946	2,267	12,536	12,937	2,233	12,331	2,267
Otago	14,923	4,080	15,828	3,989	15,549	15,614	4,029	15,410	3,944
Southland	8,099	4,727	9,084	4,625	8,758	9,167	4,672	8,595	4,574
NZC only									
National									
<b>TOTAL</b>	<b>69,563</b>	<b>32,094</b>	<b>74,802</b>	<b>31,714</b>	<b>73,219</b>	<b>74,060</b>	<b>31,763</b>	<b>72,376</b>	<b>31,340</b>

19.

**Table 3: Total Income Summary 2024/25**

	Fish Licence Income \$			Game Licence Income \$			TOTAL Licence Income \$				Net Income
	Fish \$	COS \$	Net Fish \$	Game \$	COS \$	Net Game \$	TOTAL F &	Total COS	Net Licence	Interest/	
							G	\$	Income \$	Other	
Northland	61,586	2,463	59,123	148,354	5,934	142,420	209,940	8,398	201,542	10,104	211,647
Auckland/Waikato	496,216	19,849	476,367	629,129	25,165	603,964	1,125,344	45,014	1,080,331	17,768	1,098,099
Eastern	1,134,459	45,378	1,089,081	267,269	10,691	256,578	1,401,728	56,069	1,345,659	34,340	1,379,998
Hawkes Bay	303,861	12,154	291,706	160,902	6,436	154,466	464,763	18,591	446,172	35,630	481,802
Taranaki	130,769	5,231	125,538	103,471	4,139	99,332	234,240	9,370	224,870	9,032	233,903
Wellington	405,464	16,219	389,246	311,862	12,474	299,387	717,326	28,693	688,633	10,984	699,617
Nelson-Marlb	588,866	23,555	565,311	81,368	3,255	78,113	670,234	26,809	643,425	7,419	650,844
Nth Canterbury	1,479,151	59,166	1,419,985	246,806	9,872	236,934	1,725,957	69,038	1,656,919	13,367	1,670,286
West Coast	288,532	11,541	276,991	34,844	1,394	33,451	323,377	12,935	310,441	15,470	325,912
Central SI	1,672,727	66,909	1,605,818	218,815	8,753	210,062	1,891,542	75,662	1,815,880	44,444	1,860,324
Otago	2,090,400	83,616	2,006,784	380,682	15,227	365,454	2,471,082	98,843	2,372,238	57,966	2,430,204
Southland	1,165,930	46,637	1,119,293	441,490	17,660	423,831	1,607,421	64,297	1,543,124	39,923	1,583,047
NZC only										97,620	97,620
National											
<b>TOTAL</b>	<b>9,817,962</b>	<b>392,718</b>	<b>9,425,243</b>	<b>3,024,991</b>	<b>121,000</b>	<b>2,903,992</b>	<b>12,842,953</b>	<b>513,718</b>	<b>12,329,235</b>	<b>394,068</b>	<b>12,723,303</b>

20.

**Table 4: National Approved Budget**

	Base Funds 2024/25	Approved CF Licence Fee ongoing	Approved CF from Licence Fee - One off	Approved CF from Reserves - One off	Approved Budget 2024/25 (inc from Reserves)
Northland	581,107	10,974	0	0	592,081
Auckland/Waikato	881,824	0	0	0	881,824
Eastern	1,278,944	26,600	0	15,000	1,320,544
Hawkes Bay	380,624	54,000	0	100,000	534,624
Taranaki	419,692	8,124	21,209	0	449,025
Wellington	830,600	17,788	0	0	848,388
Nelson-Marlb	564,125	0	0	0	564,125
Nth Canterbury	973,187	36,748	29,000	30,000	1,068,935
West Coast	341,601	34,350	0	25,000	400,951
Central SI	850,235	95,000	23,750	29,601	998,586
Otago	1,240,967	0	0	23,000	1,263,967
Southland	803,632	19,427	0	136,775	959,834
NZC only	1,203,086	77,400	0	0	1,280,486
National 1	1,325,600	243,750	523,000	0	2,092,350
<b>TOTAL</b>	<b>11,675,224</b>	<b>624,161</b>	<b>596,959</b>	<b>359,376</b>	<b>13,255,720</b>

21.

**Table 5: Use of Reserves, Levy/Grant and Surplus/(Deficit) Forecast 2024/25**

	Forecast Total Income	Approved Base Funds	Approved from		Approved top up of reserves	Less use of Reserves -1.34%	Levy/ (Grant)	Prior period Levy	Forecast Surplus or (Deficit)
			Approved from Reserves	Reserves Post Budget					
Northland	211,647	592,081	0	0		7,944	(372,490)		(7,944)
Auckland/Waikato	1,098,099	881,824	0	0		11,832	228,107		(11,832)
Eastern	1,379,998	1,305,544	15,000	0		17,518	91,972		(32,518)
Hawkes Bay	481,802	434,624	100,000	0		5,832	53,009	57,596	(163,428)
Taranaki	233,903	449,025	0	0		6,025	(209,098)		(6,025)
Wellington	699,617	848,388	0	0		11,384	(137,387)		(11,384)
Nelson-Marlb	650,844	564,125	0	0		7,569	94,288		(7,569)
Nth Canterbury	1,670,286	1,038,935	30,000	0		13,940	645,291		(43,940)
West Coast	325,912	375,951	25,000	0		5,044	(44,995)		(30,044)
Central SI	1,860,324	968,985	29,601	0		13,002	904,341		(42,602)
Otago	2,430,204	1,240,967	23,000	0		16,651	1,205,888		(39,651)
Southland	1,583,047	823,059	136,775	0		11,044	771,032		(147,819)
NZC only	97,620	1,280,486	0			17,181	(1,165,685)		(17,181)
National	0	2,092,350	0	0	0	28,075	(2,064,275)	(57,596)	29,521
<b>TOTAL</b>	<b>12,723,303</b>	<b>12,896,344</b>	<b>359,376</b>	<b>0</b>	<b>0</b>	<b>173,042</b>	<b>0</b>		<b>(532,417)</b>

22.

**Table 6: Reserves Forecast as at 31 August 2025 - Based on Fish \$156 and Game \$116**

	Forecast		Forecast Reserve 31/8/25	Reserves required 20% of Budget	Top up Required to achieve 20% Reserves	Adjusted Reserves to no less than 20% 31/8/24	Reserves % of Base Fund
	Reserves Aug 2024	Surplus /(Deficit)					
Northland	201,388	(7,944)	193,444	118,416	0	193,444	33%
Auckland/Waikato	354,140	(11,832)	342,308	176,365	0	342,308	39%
Eastern	684,429	(32,518)	651,911	264,109	0	651,911	49%
Hawkes Bay	710,136	(163,428)	546,708	106,925	0	546,708	102%
Taranaki	180,020	(6,025)	173,995	89,805	0	173,995	39%
Wellington	218,925	(11,384)	207,541	169,678	0	207,541	24%
Nelson-Marlb	147,873	(7,569)	140,304	112,825	0	140,304	25%
Nth Canterbury	266,415	(43,940)	222,475	213,787	0	222,475	21%
West Coast	308,343	(30,044)	278,299	80,190	0	278,299	69%
Central SI	885,820	(42,602)	843,218	199,717	0	843,218	84%
Otago	1,155,321	(39,651)	1,115,670	252,793	0	1,115,670	88%
Southland	795,714	(147,819)	647,895	191,967	0	647,895	68%
NZC/NAT	797,735	12,340	810,075	674,567	0	810,075	24%
<b>TOTAL</b>	<b>6,706,259</b>	<b>(532,417)</b>	<b>6,173,842</b>	<b>2,651,144</b>	<b>0</b>	<b>6,173,842</b>	

23.

<b>Table 7: REGIONAL FISH &amp; GAME COUNCILS: 2024/25 LEVY/GRANT SCHEDULE</b>											
<b>Payable to/(by) New Zealand Fish &amp; Game Council (GST Reg. No. 53-332-404)</b>											
	<b>Quarterly Instalment</b>			<b>Payment made/Received</b>				<b>Total</b>			
	<b>Levy/(Grant)</b>	<b>GST @15 %</b>	<b>Total</b>	<b>20/11/2024</b>	<b>20/02/2025</b>	<b>20/05/2025</b>	<b>20/08/2025</b>	<b>Levy/(Grant)</b>	<b>GST</b>	<b>TOTAL</b>	
<b>Northland</b>	(93,122.47)	(13,968.37)	(107,090.84)					(372,489.87)	(55,873.48)	(428,363.35)	
<b>Akd/Waikato</b>	57,026.75	8,554.01	65,580.76					228,106.99	34,216.05	262,323.03	
<b>Eastern</b>	22,993.05	3,448.96	26,442.01					91,972.22	13,795.83	105,768.05	
<b>Hawke's Bay</b>	27,651.23	4,147.68	31,798.92					110,604.93	16,590.74	127,195.67	
<b>Taranaki</b>	(52,274.37)	(7,841.16)	(60,115.53)					(209,097.48)	(31,364.62)	(240,462.10)	
<b>Wellington</b>	(34,346.75)	(5,152.01)	(39,498.77)					(137,387.02)	(20,608.05)	(157,995.07)	
<b>Nelson/Marlb</b>	23,572.08	3,535.81	27,107.89					94,288.31	14,143.25	108,431.55	
<b>Nth Canterbury</b>	161,322.72	24,198.41	185,521.13					645,290.88	96,793.63	742,084.51	
<b>West Coast</b>	(11,248.65)	(1,687.30)	(12,935.95)					(44,994.59)	(6,749.19)	(51,743.78)	
<b>CSI</b>	226,085.25	33,912.79	259,998.04					904,341.00	135,651.15	1,039,992.15	
<b>Otago</b>	301,471.87	45,220.78	346,692.65					1,205,887.49	180,883.12	1,386,770.62	
<b>Southland</b>	192,758.01	28,913.70	221,671.72					771,032.06	115,654.81	886,686.87	
	821,888.73	123,283.31	945,172.04					3,287,554.90	493,133.24	3,780,688.14	
<b>Levy</b>	1,012,880.96	151,932.14	1,164,813.11					<b>Total Receipts</b>	4,051,523.86	607,728.58	4,659,252.44
<b>Grant</b>	(190,992.24)	(28,648.84)	(219,641.07)					<b>Total Payments</b>	(763,968.95)	(114,595.34)	(878,564.30)
<b>Net</b>	821,888.73	123,283.31	945,172.04					<b>Net Receipts</b>	3,287,554.90	493,133.24	3,780,688.14

24.

25. Refer to Appendix 1 for a breakdown of the Contestable funding Applications. (Table 8)



## **Whai whakaaro ki ngā whakataunga - Considerations for decision-making**

### ***Financial Implications***

- 26. The 2024-25 Budget is forecasting a Deficit of \$532,418
- 27. The Deficit is made up from
  - 27.1 The use of Reserves applied for by Regions \$359,376 plus
  - 27.2 Use of Reserves to cover shortfall as per NZC \$173,043.

### ***Legislative Implications***

- 28. The NZC have followed legislative requirements as per Section 26C Functions of New Zealand Council (1) (ea) and (f) (i to iii)

### ***Section 4 Treaty Responsibilities***

- 29. Nil Section 4 Treaty responsibilities.

### ***Risks and mitigations***

- 30. Licence Revenue forecasts will impact Regions Reserves. If Regions do not achieve the forecast, their reserves will be reduced.
- 31. All regions and NZC/National need to work within the approved budget and/or seek approval from the NZC if they are required to spend from Reserves for any unbudgeted projects.

### ***Consultation***

- 32. Consultation has been undertaken.

### ***Ngā mahinga e whai ake nei - Next actions***

- 33. If agreed, Regional Councils will be notified of the 2024-25 budgets.

Table 8 : Contestable Fund Applications Detail 2024-25 - 173,043														
Summary of Decisions from NZC meeting														
App No	Region Base Funding 2024/25	Project Code	Description	L R	B O C	Additional \$ Sought	\$ amount \$ Adjusted	Staff Recommendation	NZC Recommendation	APPROVED Ongoing Licence Fee	APPROVED One Off Licence Fee	APPROVED Restore Reserves	APPROVED Capital EX	APPROVED from Reserves
	<b>Northland</b>													
	\$ 581,107									0	0	0	0	0
NTH 001		1910	Salaries	L	B	10,974	10,974	4	4	10,974	0	0	0	0
NTH 002		1984	Insurance	L	B	2,000	2,000	1	1	0	0	0	0	0
	<b>TOTAL Northland</b>					<b>12,974</b>	<b>12,974</b>			<b>10,974</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Auckland/Waikato</b>													
	\$ 881,824		No CF bids			0	0			0	0	0	0	0
	<b>TOTAL Auckland/Waikato</b>					<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Eastern</b>													
	\$ 1,278,944					0	0			0	0	0	0	0
EAST 001		1910	Salaries	L	B	26,600	26,600	4	4	26,600	0	0	0	0
EAST 002		1114	Lake Tarawera	R	O	15,000	15,000	4	4	0	0	0	0	15,000
	<b>TOTAL Eastern</b>					<b>41,600</b>	<b>41,600</b>			<b>26,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>
	<b>Hawke's Bay</b>													
	\$ 380,624						0			0	0	0	0	0
HBAY 001		1910	Salaries	L	B	54,000	54,000	4	4	54,000	0	0	0	0
HBAY 002		1454	Eduction Centre Development	R	O	100,000	100,000	4	4	0	0	0	0	100,000
	<b>TOTAL Hawke's Bay</b>					<b>154,000</b>	<b>154,000</b>			<b>54,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>
	<b>Taranaki</b>													
	\$ 419,692					0	0			0	0	0	0	0
TARA 001		1912	Continuation of Management C	L	O	21,209	21,209	4	4	0	21,209	0	0	0
TARA 002		1911	Salaries	L	B	8,124	8,124	4	4	8,124	0	0	0	0
	<b>TOTAL Taranaki</b>					<b>29,333</b>	<b>29,333</b>			<b>8,124</b>	<b>21,209</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Wellington</b>													
	\$ 830,600					0	0			0	0	0	0	0
WELL 001		1911	Salaries	L	B	17,788	17,788	4	4	17,788	0	0	0	0
	<b>TOTAL Wellington</b>					<b>17,788</b>	<b>17,788</b>			<b>17,788</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Nelson/Marlborough</b>													
	\$ 564,125		No CF Bids	L	B	0	0			0	0	0	0	0
N/A						0	0			0	0	0	0	0
	<b>TOTAL Nelson/Marlborough</b>					<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>North Canterbury</b>													
	\$ 973,187					0	0			0	0	0	0	0
NC 001		1911	Salaries	L	B	31,748	31,748	4	4	31,748	0	0	0	0
NC 002		1161	Put & Take Fishery	L	B	23,000	5,000	4	4	5,000	0	0	0	0
NC 003		1232	Te Waihora Maimai Agt	L	O	9,000	9,000	4	4	0	9,000	0	0	0
NC 004		ARF	Asset Replacement Fund	L	O	40,000	20,000	4	4	0	20,000	0	0	0

**Table 8 : Contestable Fund Applications Detail 2024-25** - 173,043  
 Summary of Decisions from NZC meeting

App No	Region Base Funding 2024/25	Project Code	Description	L R	B O C	Additional \$ Sought	\$ amount \$ Adjusted	Staff Recommendation	NZC Recommendation	APPROVED Ongoing Licence Fee	APPROVED One Off Licence Fee	APPROVED Restore Reserves	APPROVED Capital EX	APPROVED from Reserves
NC 005		1112	Trout Fishery/Designated Water	R	O	30,000	30,000	4	4	0	0	0	0	30,000
<b>TOTAL North Cant</b>						<b>133,748</b>	<b>95,748</b>			<b>36,748</b>	<b>29,000</b>	<b>0</b>	<b>0</b>	<b>30,000</b>
<b>West Coast</b>														
<b>\$ 341,601</b>										<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
WC 001		1910	Salaries	L	B	34,350	34,350	4	4	34,350	0	0	0	0
WC 002		1910	Salaries	R	O	25,000	25,000	4	4	0	0	0	0	25,000
<b>TOTAL West Coast</b>						<b>59,350</b>	<b>59,350</b>			<b>34,350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>
<b>Central South Island</b>														
<b>\$ 850,235</b>						<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
CSI 001		CAP	Electric Fishing Machine	R	C	29,601	29,601	4	4	0	0	0	0	29,601
CSI 002		1910	Salaries	L	B	190,000	95,000	4	4	95,000	0	0	0	0
CSI 002		1912	Staff Expenses	L	O	47,500	23,750	4	4	0	23,750	0	0	0
<b>TOTAL Central South Island</b>						<b>267,101</b>	<b>148,351</b>			<b>95,000</b>	<b>23,750</b>	<b>0</b>	<b>0</b>	<b>29,601</b>
<b>Otago</b>														
<b>\$ 1,240,967</b>						<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OTG 001		1700	Council Elections & Meetings	L	O	5,000	5,000	1	1	0	0	0	0	0
OTG 002		1911	Advocacy/PR/Strategic Relations	L	B	115,000	115,000	4	3	0	0	0	0	0
OTG 003		1321	Designated Waters Implementation	R	O	23,000	23,000	4	4	0	0	0	0	23,000
<b>TOTAL Otago</b>						<b>143,000</b>	<b>143,000</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,000</b>
<b>Southland</b>														
<b>\$ 803,632</b>						<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
STH 001		1900	Salaries	L	B	10,427	10,427	4	4	10,427	0	0	0	0
STH 002		1115	Maintain Te Anau House	R	O	61,500	61,500	4	4	0	0	0	0	61,500
STH 003		1115	Maintain Angler Access Brighton	R	O	10,000	10,000	4	4	0	0	0	0	10,000
STH 004		1115	Parrie and swan counts	L	B	9,000	9,000	4	4	9,000	0	0	0	0
STH 005		1710	Salaries from DW Reserve	R	O	65,275	65,275	4	4	0	0	0	0	65,275
<b>TOTAL Southland</b>						<b>156,202</b>	<b>156,202</b>			<b>19,427</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>136,775</b>
										<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Region Base	Project	Description	L R	B O	Additional \$	Additional \$	Staff Recommendation	Recommendation for	APPROVED Ongoing	APPROVED One Off	APPROVED Restore	APPROVED Capital	APPROVED from	
<b>NZC</b>					<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>\$ 1,203,086</b>														
NZC 001	1700	Governance Forum Chairs/NZC	L	B	3,000	3,000	2	1	0	0	0	0	0	
NZC 002	1700	NZC Chair Travel	L	B	7,000	7,000	4	4	7,000	0	0	0	0	
NZC 003	1700	NZC Meetings	L	B	20,000	10,000	2	2	0	0	0	0	0	
NZC 004	1820	Financial Audit Fee	L	B	3,000	3,000	4	4	3,000	0	0	0	0	

Table 8 : Contestable Fund Applications Detail 2024-25 - 173,043														
Summary of Decisions from NZC meeting														
App No	Region Base Funding 2024/25	Project Code	Description	L R	B O C	Additional \$ Sought	\$ amount \$ Adjusted	Staff Recommendation	NZC Recommendation	APPROVED Ongoing Licence Fee	APPROVED One Off Licence Fee	APPROVED Restore Reserves	APPROVED Capital EX	APPROVED from Reserves
NZC 005		1920	Staff Expenses	L	B	20,000	10,000	4	4	10,000	0	0	0	0
NZC 007		1430	Advocacy for Fish & Game	L	B	37,400	37,400	4	4	37,400	0	0	0	0
NZC 009		1700	Governance Advisor	L	B	20,000	20,000	3	4	20,000	0	0	0	0
	<b>TOTAL NZC</b>					<b>110,400</b>	<b>90,400</b>			<b>77,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>National</b>					<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>\$1,325,600</b>													
NAT 001		1614	Licence Audit Fee	L	B	2,500	2,500	4	4	2,500	0	0	0	0
NAT 002		1822	Maritime Compliance	L	B	10,000	10,000	4	4	10,000	0	0	0	0
NAT 003		1422	Information Technology - Natio	L	B	18,000	18,000	4	4	18,000	0	0	0	0
NAT 004		1240	RMA Fund	L	O	200,000	200,000	4	4	0	200,000	0	0	0
NAT 005		1711	Election Costs	L	O	15,000	15,000	4	4	0	15,000	0	0	0
NAT 005		1711	Election Costs	L	B	7,500	7,500	4	4	7,500	0	0	0	0
NAT 006		1332	Fish and Game Magazine	L	O	235,000	235,000	4	4	0	235,000	0	0	0
NAT 007		1170	Reg Guides	L	B	4,100	4,100	4	1	0	0	0	0	0
NAT 008		1630	Licence Production	L	B	40,000	40,000	4	4	40,000	0	0	0	0
NAT 009		1810	Managers meetings	L	B	33,000	8,000	3	4	8,000	0	0	0	0
NAT 010		1820	Health & Safety - Risk Mngt Sy	L	B	5,000	5,000	3	4	5,000	0	0	0	0
NAT 010		1820	Health & Safety - Risk Mngt Sy	L	O	3,000	3,000	3	4	0	3,000	0	0	0
NAT 011		1423	Website and Social Media	L	B	30,000	30,000	4	4	30,000	0	0	0	0
NAT 012		1430	National Liaison - Advocacy	L	B	40,000	10,000	4	4	10,000	0	0	0	0
NAT 013		1442	Marketing and Social Licence	L	B	80,000	20,000	4	4	20,000	0	0	0	0
NAT 014		1460	Research	L	B	41,000	41,000	4	4	41,000	0	0	0	0
NAT 015		1815	Co-ordination HR - travel	L	B	5,000	5,000	3	3	0	0	0	0	0
NAT 016		1820	Strategic Pay reports	L	B	6,000	3,000	4	4	3,000	0	0	0	0
			Reduction of Baseline - Regula	L	B	0	(50,000)	4	4	(50,000)	0	0	0	0
NAT 017		1620	Scoping of Digital Licence - Us	L	O	50,000	50,000	4	4	0	50,000	0	0	0
NAT 018		1830	Consultant Amalgamation - Re	L	O	10,000	10,000	4	1	0	0	0	0	0
NAT 019		1835	Cost optimisation follow up	L	O	20,000	20,000	4	4	0	20,000	0	0	0
NAT 020		1840	Culture and PD for all F & G	L	B	20,000	20,000	3	3	0	0	0	0	0
NAT 021		1850	National H & Safety training an	L	B	5,000	5,000	3	3	0	0	0	0	0
NAT 022		1100	Sports Fish & Game bird state	L	B	5,000	5,000	4	4	5,000	0	0	0	0
NZC 006 NAT 023		1910	Salaries - HR/HS Advisor	L	B	85,000	63,750	4	4	63,750	0	0	0	0
NZC 008 NAT 024		1700	Governor Training and inductio	L	B	30,000	30,000	4	4	30,000	0	0	0	0
NZC 010 NAT 025		1910	Salaries - Research	L	B	75,000	75,000	3	3	0	0	0	0	0
				L	B	0	0	4	4	0	0	0	0	0
	<b>TOTAL National</b>					<b>1,075,100</b>	<b>885,850</b>			<b>243,750</b>	<b>523,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>					<b>\$ 2,200,596</b>	<b>\$ 1,834,596</b>			<b>\$ 624,161</b>	<b>\$ 596,959</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 359,376</b>

# Approval of NZC/National Budget 2024-25 and Annual Work Plan

**NZ Fish and Game Council Meeting 170 -23 & 24 August 2024**

**Prepared by:** Carmel Veitch & Helen Brosnan, NZ Fish and Game Council

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## **Kōrero taunaki - Summary of considerations**

### ***Purpose***

This report to the New Zealand Fish and Game Council (NZC) seeks approval for the NZC/National Budget and Annual Work Plan (AWP) for 2024-25.

### ***Financial Considerations***

Nil       Budgetary provision       Unbudgeted

### ***Risk***

Low       Medium       High       Extreme

## **CEO Recommendations - Ngā taunaki**

The CEO recommends the following motion:

That the New Zealand Fish and Game Council:

1. Receive the information.
2. Approve the rollover and reallocation of \$207,500 unused 2023-24 budget to the 2024-25 financial year.
3. Approve the Financial NZC/National Budget Deficit of \$257,431 for 2024-25 (NZC surplus of \$2,042,419 and National deficit of \$2,299,850)
4. Delegate to the Chief Executive the authority to spend within the Budget approved for the 2024-25 year.
5. Adopt an Annual Work Plan for the 2024-25 year.

## Executive Summary - Whakarāpopoto

4. Approval for the Financial Budget for the New Zealand Fish and Game Council for the year ended 31<sup>st</sup> August 2025 with a deficit of \$257,431
5. This includes approval of \$207,500 of unspent budget from 2023-24 to be rolled over into the 2024-25 financial year.
6. This item also involves the adoption of an Annual Work Plan for NZC. See Appendix 1 – Draft Annual Work Plan.

## Background - Takenga mai

7. At the 168<sup>th</sup> meeting of the NZC, the NZC approved a total NZC/National Combined Budget of \$3,372,826. This is made up as follows:

<b>NZC budget - Approved Meeting 168</b>	<b>NZC</b>	<b>National</b>	<b>Total</b>
Base Funds for 2024-25	(1,203,086)	(1,325,600)	(2,528,686)
Contestable Funding Approval ongoing	(77,400)	(243,750)	(321,150)
Contestable Funding Approval One Off	0	(523,000)	(523,000)
8. TOTAL BUDGET approved 2024-25	(1,280,486)	(2,092,350)	(3,372,836)

9. The Public Finance Act 1989 requires that the Council approve the Budget Statement of Financial Performance. While this does not change any aspect of the OWP or how we operate, it is necessary to complete this process.
10. To convert the Approved Budget into a Financial Budget, adjustments need to be made for Levies, Interest, Grants, Asset Replacement Fund (ARF) and Depreciation.

TOTAL BUDGET approved 2024-25	(3,372,836)
<b>Adjust for Levies Grants, Interest. ARF and Depreciation</b>	
Levies	4,051,524
Interest	40,025
Grants	(763,969)
ARF	2,692
Depreciation	(7,367)
11. Surplus/(Deficit)	(49,931)

12. The impact of these adjustments is a \$49,931 Deficit for the Year.
13. Several Projects (8) within the 2023-24 financial year have not been able to start and/or completed due to timing issues. The NZC approved these Budgets for the 2023-24 year.
14. The Research Optimisation Model (\$45,000) has been contracted to start in the 1<sup>st</sup> quarter of the new year.
15. The Digital Licence (\$30,000) has been reallocated from the 2023-24 Regulations budget, which will not be spent in 2023-24 due to the early introduction of the digital regulations.
16. The Manager's meeting (\$12,000) is requested to be rolled over into the new year to bring the Managers together for either a second or longer meeting.
17. Four of these projects relate to the Review costs that have not yet been spent. It is important that these projects are completed. In the 2023-24 Budget, \$20,000 was allocated to

“Consultant Amalgamation” This budget has not been required; however, it is requested that this budget be reallocated to Cultural Leadership.

18. A total of \$207,000 is being submitted for approval by the NZC to roll over into the 2024-25 year.

<b>Approvals for Budgets to roll over from 2023-24 into 2024-25</b>	<b>Total</b>
Research - Optimisation Model	(45,000)
Co-ordination - Species - Game - Pop Monitoring and SOP	(55,500)
Digital Licence - from Regulations Budget	(30,000)
Managers Meeting - Meeting Cancelled by NZC	(12,000)
Cultural Leadership - from Consultant Amalgamation - Review	(20,000)
Te Ao Māori Advisor - Review	(30,000)
Governance Training - Review	(5,000)
Consolidated Annual Report Review	(10,000)
19. Total Request to Rollover of Budget from 2023-24 to 2024-25	(207,500)

20. The attached draft of the Annual Work Plan includes key projects and deliverables for NZC. There is an opportunity for you to amend this plan, provided the budget exists to deliver any (new) projects. The plan is based on the Fish and Game Organisational Strategy 2023-2028.

### Options - Ngā kōwhiringa

The NZC may:

- a. Agree to Approve the 2024-25 Budget of Financial Performance for the year ended 31 August 2025 with a Deficit of \$257,431
- b. Amend and/or adopt the attached Annual Work Plan.

### Considerations for decision-making - Whai whakaaro ki ngā whakataunga

#### *Financial Implications*

21. If the \$207,000 rollover of Budgets is approved, the Deficit for the 2024-25 Financial year will be \$257,431.
22. Refer to Table 1 for the Draft Financial Budget for NZC for the year ended 31 August 2025.
23. Refer Table 2 for the Financial Budget which is split by NZC and National for the year ended 31 August 2025.

#### *Risks and mitigations*

24. Many of the projects we seek a rollover into the new financial year are required as commitments have been made. (e.g. the Research optimisation model).
25. The 2024-25 budget is very tight and will need close monitoring.

#### *Consultation*

26. n/a

#### **Next actions - Ngā mahinga e whai ake nei**

27. If agreed, the Budgets will be updated.

28. If agreed, the Annual Work Plan will be adopted.

Appendix 1 – Draft Annual Work Plan





# Table 1: DRAFT Statement of Financial Performance

## New Zealand Fish and Game Council For the year ended 31 August 2025

	NZC BUDGET	ROLLOVER REQUESTED	TOTAL BUDGET
<b>INCOME</b>			
Levies	4,051,524	-	4,051,524
Interest Income	40,025	-	40,025
<b>Other income</b>			
Advertising & Merchandise	30,000	-	30,000
Sundry Income	12,000	-	12,000
Magazine Contributions	110,000	-	110,000
<b>Total Other income</b>	<b>152,000</b>	<b>-</b>	<b>152,000</b>
<b>Total INCOME</b>	<b>4,243,549</b>	<b>-</b>	<b>4,243,549</b>
<b>GRANTS TO REGIONS</b>			
Grants to Regions	763,969	-	763,969
<b>Total GRANTS TO REGIONS</b>	<b>763,969</b>	<b>-</b>	<b>763,969</b>
<b>OUTPUTS</b>			
<b>ADVOCACY</b>			
<b>Advocacy - Legal &amp; Specialist Advice</b>			
Advocacy - Specialist Advice & Travel	50,400	-	50,400
Sports Fish & Game Bird State and Trend rReport	5,000	-	5,000
<b>Total Advocacy - Legal &amp; Specialist Advice</b>	<b>55,400</b>	<b>-</b>	<b>55,400</b>
<b>National Public Awareness</b>			
Public Awareness & Support	17,691	-	17,691
Public Awareness - National	7,500	-	7,500
<b>Total National Public Awareness</b>	<b>25,191</b>	<b>-</b>	<b>25,191</b>
<b>National Magazine</b>			
National Magazine	533,000	-	533,000
<b>Total National Magazine</b>	<b>533,000</b>	<b>-</b>	<b>533,000</b>
<b>RMA/Legal</b>			
Regional RMA	200,000	-	200,000
<b>Total RMA/Legal</b>	<b>200,000</b>	<b>-</b>	<b>200,000</b>
<b>Marketing &amp; Social Licence</b>			
<b>Marketing &amp; Social Licence</b>			
Marketing & Social Licence	110,000	-	110,000
<b>Total Marketing &amp; Social Licence</b>	<b>110,000</b>	<b>-</b>	<b>110,000</b>
<b>Total Marketing &amp; Social Licence</b>	<b>110,000</b>	<b>-</b>	<b>110,000</b>
<b>Total ADVOCACY</b>	<b>923,591</b>	<b>-</b>	<b>923,591</b>
<b>RESEARCH</b>			



Table 1: DRAFT Statement of Financial Performance

	NZC BUDGET	ROLLOVER REQUESTED	TOTAL BUDGET
Research Programme	100,000	-	100,000
Research - Optimisation Model	-	45,000	45,000
Research - Phd Programme	25,000	-	25,000
Research - National Anglers Survey	30,000	-	30,000
<b>Total RESEARCH</b>	<b>155,000</b>	<b>45,000</b>	<b>200,000</b>
<b>CO-ORDINATION</b>			
Business & Financial Support	4,000	-	4,000
Co-ordination - Administration/HR/HS	36,000	-	36,000
Co-ordination - Species - Game	-	55,500	55,500
Co-ordination - RMA	19,000	-	19,000
Co-ordination National - CEO Travel	16,000	-	16,000
Elections	67,500	-	67,500
Fishing & Hunting Regulations	32,000	-	32,000
Information Technology- National	80,150	-	80,150
Maritime NZ Compliance	18,000	-	18,000
Manager Meetings	20,000	12,000	32,000
Staff Conference	30,000	-	30,000
Staff Development Grant	10,000	-	10,000
Youth Education Programme	7,000	-	7,000
Website and Social Media	106,450	-	106,450
<b>Ranger Co-ordination</b>			
Ranger Co-ordination	12,000	-	12,000
Ranger Training	27,500	-	27,500
<b>Total Ranger Co-ordination</b>	<b>39,500</b>	<b>-</b>	<b>39,500</b>
<b>Licensing</b>			
Licence Contract	245,000	-	245,000
Licence Working Party/CRM Database mngt	20,000	-	20,000
Licence Production	282,000	-	282,000
Licence Audit	8,500	-	8,500
Licence Agreement/Digital Licence	50,000	30,000	80,000
<b>Total Licensing</b>	<b>605,500</b>	<b>30,000</b>	<b>635,500</b>
<b>Total CO-ORDINATION</b>	<b>1,091,100</b>	<b>97,500</b>	<b>1,188,600</b>
<b>Total OUTPUTS</b>	<b>2,169,691</b>	<b>142,500</b>	<b>2,312,191</b>
<b>GOVERNANCE</b>			
New Zealand Council	63,500	-	63,500
Governance Advice & Performance	20,000	-	20,000
NZC Chair Travel & Advocacy	7,000	-	7,000
Governors Forum	12,000	-	12,000
Governance Training Program	30,000	5,000	35,000
Governance Advisor	20,000	-	20,000
Regional Audit	10,000	-	10,000
<b>Total GOVERNANCE</b>	<b>162,500</b>	<b>5,000</b>	<b>167,500</b>
<b>Ministerial review</b>			



Table 1: DRAFT Statement of Financial Performance

	NZC BUDGET	ROLLOVER REQUESTED	TOTAL BUDGET
Cost Optimisation - Review	20,000	-	20,000
Te Ao Maori Advisor	-	30,000	30,000
Leadership & Cultural Training - Review	-	20,000	20,000
Consolidated Annual report - Review	-	10,000	10,000
<b>Total Ministerial review</b>	<b>20,000</b>	<b>60,000</b>	<b>80,000</b>
<b>OVERHEADS</b>			
<b>Salaries &amp; Contractors</b>			
<b>Salaries</b>			
Staff Salaries	1,000,903	-	1,000,903
Kiwisaver Contribution	25,000	-	25,000
<b>Total Salaries</b>	<b>1,025,903</b>	<b>-</b>	<b>1,025,903</b>
<b>Total Salaries &amp; Contractors</b>	<b>1,025,903</b>	<b>-</b>	<b>1,025,903</b>
<b>Staff Expenses</b>			
ACC Levy	1,800	-	1,800
Health & Safety (OSH)	300	-	300
Staff Expenses	22,750	-	22,750
Staff Training	7,000	-	7,000
<b>Total Staff Expenses</b>	<b>31,850</b>	<b>-</b>	<b>31,850</b>
<b>Office Premises</b>			
Cleaning Office	2,200	-	2,200
Rent	48,500	-	48,500
Office Kitchen Supplies	1,500	-	1,500
Repairs & Maintenance -Office	1,500	-	1,500
Power	2,700	-	2,700
<b>Total Office Premises</b>	<b>56,400</b>	<b>-</b>	<b>56,400</b>
<b>Office Equipment</b>			
Office Equipment Purchases (Under 2,000)	2,000	-	2,000
<b>Total Office Equipment</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>
<b>Communications/Consumables</b>			
Computer Expenses	7,500	-	7,500
Postage, Courier & Freight	2,700	-	2,700
Printing & Stationery	5,000	-	5,000
Telephone/Internet	9,000	-	9,000
<b>Total Communications/Consumables</b>	<b>24,200</b>	<b>-</b>	<b>24,200</b>
<b>General (inc Insurance)</b>			
Bank Charges	600	-	600
General Insurance	4,000	-	4,000
Subscriptions	4,000	-	4,000
<b>Total General (inc Insurance)</b>	<b>8,600</b>	<b>-</b>	<b>8,600</b>
Financial Audit Fee	21,000	-	21,000
<b>Depreciation</b>			



Table 1: DRAFT Statement of Financial Performance

	NZC BUDGET	ROLLOVER REQUESTED	TOTAL BUDGET
Depreciation	7,367	-	7,367
<b>Total Depreciation</b>	<b>7,367</b>	<b>-</b>	<b>7,367</b>
<b>Total OVERHEADS</b>	<b>1,177,320</b>	<b>-</b>	<b>1,177,320</b>
<b>Total Expenses</b>	<b>4,293,480</b>	<b>207,500</b>	<b>4,500,980</b>
<b>Net Surplus/(Deficit)</b>	<b>(49,931)</b>	<b>(207,500)</b>	<b>(257,431)</b>

DRAFT



## Table 2: NZC/National Budget 2024-25

### New Zealand Fish and Game Council For the year ended 31 August 2025

	NZC BUDGET	NATIONAL BUDGET	TOTAL OVERALL BUDGET	CHECK
<b>INCOME</b>				
3004 - Levies	4,051,524	-	4,051,524	-
4971 - Interest Income	40,025	-	40,025	-
<b>Other income</b>				
Advertising & Merchandise	-	30,000	30,000	-
4975 - Sundry Income	12,000	-	12,000	-
4301 - Magazine Contributions	-	110,000	110,000	-
<b>Total Other income</b>	<b>12,000</b>	<b>140,000</b>	<b>152,000</b>	-
<b>Total INCOME</b>	<b>4,103,549</b>	<b>140,000</b>	<b>4,243,549</b>	-
<b>GRANTS TO REGIONS</b>				
2050 - Grants to Regions	763,969	-	763,969	-
<b>Total GRANTS TO REGIONS</b>	<b>763,969</b>	-	<b>763,969</b>	-
<b>OUTPUTS</b>				
<b>ADVOCACY</b>				
<b>Advocacy - Legal &amp; Specialist Advice</b>				
1275 - Advocacy - Specialist Advice & Travel	50,400	-	50,400	-
1120 - Sports Fish & Game Bird State and Trend rReport	-	5,000	5,000	-
<b>Total Advocacy - Legal &amp; Specialist Advice</b>	<b>50,400</b>	<b>5,000</b>	<b>55,400</b>	-
<b>National Public Awareness</b>				
1420 - Public Awareness & Support	7,691	10,000	17,691	-
1462 - Public Awareness - National	-	7,500	7,500	-
<b>Total National Public Awareness</b>	<b>7,691</b>	<b>17,500</b>	<b>25,191</b>	-
<b>National Magazine</b>				
1340 - National Magazine	-	533,000	533,000	-
<b>Total National Magazine</b>	-	<b>533,000</b>	<b>533,000</b>	-
<b>RMA/Legal</b>				
1240 - Regional RMA	-	200,000	200,000	-
<b>Total RMA/Legal</b>	-	<b>200,000</b>	<b>200,000</b>	-
<b>Marketing &amp; Social Licence</b>				
<b>Marketing &amp; Social Licence</b>				
1281 - Marketing & Social Licence	-	110,000	110,000	-
<b>Total Marketing &amp; Social Licence</b>	-	<b>110,000</b>	<b>110,000</b>	-
<b>Total Marketing &amp; Social Licence</b>	-	<b>110,000</b>	<b>110,000</b>	-
<b>Total ADVOCACY</b>	<b>58,091</b>	<b>865,500</b>	<b>923,591</b>	-
<b>RESEARCH</b>				
1880 - Research Programme	-	100,000	100,000	-
1881 - Research - Optimisation Model	-	45,000	45,000	-



Table 2: NZC/National Budget 2024-25

	NZC BUDGET	NATIONAL BUDGET	TOTAL OVERALL BUDGET	CHECK
1882 - Research - Phd Programme	-	25,000	25,000	-
1885 - Research - National Anglers Survey	-	30,000	30,000	-
<b>Total RESEARCH</b>	-	<b>200,000</b>	<b>200,000</b>	-
<b>CO-ORDINATION</b>				
1860 - Business & Financial Support	4,000	-	4,000	-
1810 - Co-ordination - Administration/HR/HS	-	36,000	36,000	-
1817 - Co-ordination - Species - Game	-	55,500	55,500	-
1813 - Co-ordination - RMA	-	19,000	19,000	-
1811 - Co-ordination National - CEO Travel	16,000	-	16,000	-
1850 - Elections	-	67,500	67,500	-
1130 - Fishing & Hunting Regulations	-	32,000	32,000	-
1820 - Information Technology- National	-	80,150	80,150	-
1822 - Maritime NZ Compliance	-	18,000	18,000	-
1870 - Manager Meetings	-	32,000	32,000	-
1825 - Staff Conference	-	30,000	30,000	-
1890 - Staff Development Grant	-	10,000	10,000	-
1440 - Youth Education Programme	-	7,000	7,000	-
1450 - Website and Social Media	-	106,450	106,450	-
<b>Ranger Co-ordination</b>				
1510 - Ranger Co-ordination	-	12,000	12,000	-
1521 - Ranger Training	-	27,500	27,500	-
<b>Total Ranger Co-ordination</b>	-	<b>39,500</b>	<b>39,500</b>	-
<b>Licensing</b>				
1620 - Licence Contract	-	245,000	245,000	-
1625 - Licence Working Party/CRM Database mngt	-	20,000	20,000	-
1630 - Licence Production	-	282,000	282,000	-
1635 - Licence Audit	-	8,500	8,500	-
1640 - Licence Agreement/Digital Licence	-	80,000	80,000	-
<b>Total Licensing</b>	-	<b>635,500</b>	<b>635,500</b>	-
<b>Total CO-ORDINATION</b>	<b>20,000</b>	<b>1,168,600</b>	<b>1,188,600</b>	-
<b>Total OUTPUTS</b>	<b>78,091</b>	<b>2,234,100</b>	<b>2,312,191</b>	-
<b>GOVERNANCE</b>				
1710 - New Zealand Council	63,500	-	63,500	-
1720 - Governance Advice & Performance	20,000	-	20,000	-
1711 - NZC Chair Travel & Advocacy	7,000	-	7,000	-
1715 - Governors Forum	12,000	-	12,000	-
1725.14 - Governance Training Program	-	35,000	35,000	-
1725.23 - Governance Advisor	20,000	-	20,000	-
1840 - Regional Audit	10,000	-	10,000	-
<b>Total GOVERNANCE</b>	<b>132,500</b>	<b>35,000</b>	<b>167,500</b>	-
<b>Ministerial review</b>				
1725.21 - Cost Optimisation - Review	-	20,000	20,000	-
1725.22 - Te Ao Maori Advisor	-	30,000	30,000	-



Table 2: NZC/National Budget 2024-25

	NZC BUDGET	NATIONAL BUDGET	TOTAL OVERALL BUDGET	CHECK
1725.19 - Leadership & Cultural Training - Review	-	20,000	20,000	-
1725.25 - Consolidated Annual report - Review	-	10,000	10,000	-
<b>Total Ministerial review</b>	-	<b>80,000</b>	<b>80,000</b>	-
<b>OVERHEADS</b>				
<b>Salaries &amp; Contractors</b>				
<b>Salaries</b>				
1911 - Staff Salaries	917,403	83,500	1,000,903	-
1912 - Kiwisaver Contribution	21,500	3,500	25,000	-
<b>Total Salaries</b>	<b>938,903</b>	<b>87,000</b>	<b>1,025,903</b>	-
<b>Total Salaries &amp; Contractors</b>	<b>938,903</b>	<b>87,000</b>	<b>1,025,903</b>	-
<b>Staff Expenses</b>				
1921 - ACC Levy	1,800	-	1,800	-
1926 - Health & Safety (OSH)	300	-	300	-
1924 - Staff Expenses	19,000	3,750	22,750	-
1923 - Staff Training	7,000	-	7,000	-
<b>Total Staff Expenses</b>	<b>28,100</b>	<b>3,750</b>	<b>31,850</b>	-
<b>Office Premises</b>				
1946 - Cleaning Office	2,200	-	2,200	-
1941 - Rent	48,500	-	48,500	-
1948 - Office Kitchen Supplies	1,500	-	1,500	-
1943 - Repairs & Maintenance -Office	1,500	-	1,500	-
1945 - Power	2,700	-	2,700	-
<b>Total Office Premises</b>	<b>56,400</b>	-	<b>56,400</b>	-
<b>Office Equipment</b>				
1951 - Office Equipment Purchases (Under 2,000)	2,000	-	2,000	-
<b>Total Office Equipment</b>	<b>2,000</b>	-	<b>2,000</b>	-
<b>Communications/Consumables</b>				
1965 - Computer Expenses	7,500	-	7,500	-
1962 - Postage, Courier & Freight	2,700	-	2,700	-
1964 - Printing & Stationery	5,000	-	5,000	-
1961 - Telephone/Internet	9,000	-	9,000	-
<b>Total Communications/Consumables</b>	<b>24,200</b>	-	<b>24,200</b>	-
<b>General (inc Insurance)</b>				
1978 - Bank Charges	600	-	600	-
1975 - General Insurance	4,000	-	4,000	-
1972 - Subscriptions	4,000	-	4,000	-
<b>Total General (inc Insurance)</b>	<b>8,600</b>	-	<b>8,600</b>	-
1860.1 - Financial Audit Fee	21,000	-	21,000	-
<b>Depreciation</b>				



Table 2: NZC/National Budget 2024-25

	NZC BUDGET	NATIONAL BUDGET	TOTAL OVERALL BUDGET	CHECK
2005 - Depreciation	7,367	-	7,367	-
<b>Total Depreciation</b>	<b>7,367</b>	<b>-</b>	<b>7,367</b>	<b>-</b>
<b>Total OVERHEADS</b>	<b>1,086,570</b>	<b>90,750</b>	<b>1,177,320</b>	<b>-</b>
<b>Total Expenses</b>	<b>2,061,130</b>	<b>2,439,850</b>	<b>4,500,980</b>	<b>-</b>
<b>Net Surplus/(Deficit)</b>	<b>2,042,419</b>	<b>(2,299,850)</b>	<b>(257,431)</b>	<b>-</b>

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## Annual Work Plan

2024 - 2025

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# 1 Introduction

The purpose of the New Zealand Fish and Game Council (NZ Council) is prescribed in s.26 B of the Conservation Act 1987 ... “to represent nationally the interests of anglers and hunters and provide co-ordination of the management, enhancement and maintenance of sports fish and game”. This is manifested within the strategic plan 2023-2027 and within this Business Plan with vision, purpose, values and strategic priorities described in simple terms for use with a variety of internal, stakeholder, and external audiences.

This Business Plan sets out the proposed actions of the NZ Council over the next year in 2024/25. The plan details the respective actions and outputs for the NZ Council and National Projects under each of five strategic priorities outlined below.

1. Unified and enduring organisation
2. Attract & retain licence holders
3. Mana Whenua connected
4. Public perception & legitimacy
5. Healthy habitats and ecosystems

This plan also recognises the implementation of the 2021 review findings as critical to the future of Fish & Game. Where possible these recommendations have been linked to planned operational activity to give assurance that they are being addressed.

In putting the Annual Work Plan together we note the following customers and partners:

**Our stakeholders:** Regional Fish and Game Council members and staff, Minister for Hunting and Fishing, DOC, Licence Holders, Regional Councils.

**Our Partners:** eNGOs, DOC, Forest and Bird, Choose Clean Water and government departments.

## 3 Our organisational strategy 2023 – 2028

Fish & Game oversees the management of New Zealand's sport fish and game resources. Fish & Game New Zealand is a not for profit public entity with statutory powers and is funded through licence fees.

This strategy was developed in 2022 following a ministerial review conducted in 2021 which noted that Fish & Game New Zealand plays an important role in environmental advocacy and stewardship. The review also noted that the organisation is relatively unchanged since establishment in 1990 and identified significant opportunity to strengthen governance and good management practice.

The strategy outlined here is intended to provide a strengthened, fit-for-purpose organisation more connected with licence holders, wider stakeholders, and Mana Whenua, to sustainably manage fresh water fish and game, to protect and enhance freshwater habitats and the values precious to all New Zealanders.

### OUR VISION

Our vision is a New Zealand where freshwater habitats and species flourish, where hunting and fishing traditions thrive and all Kiwis enjoy access to sustainable wild fish and game resources.

### OUR PURPOSE

Fish & Game New Zealand maintains and enhances sports fish and game birds, and their habitats, ensuring access for current and future generations of New Zealanders.

### OUR VALUES



TRUST



INCLUSION



CONNECTION



SERVICE

## Our priorities and objectives

What success looks like for our strategic priorities



### UNIFIED & ENDURING ORGANISATION

A national and regionally cohesive organisation built on a culture of shared values, trust and engagement. Delivering on vision and purpose for stakeholders and Mana Whenua. Maintaining the statutory mandates that enable effective service delivery.



### ATTRACT & RETAIN LICENCE-HOLDERS

Deliver well-valued and cost-effective experience for licence holders by understanding their needs, providing simple and effective communication, making fishing and game bird hunting more attractive to a wider group of future participants.



### MANA WHENUA CONNECTED

Māori values are understood and reflected within Fish & Game with aligned advocacy and a positive collaborative approach that builds upon Te Tiriti obligations defined in the Conservation Act.



### PUBLIC PERCEPTION & LEGITIMACY

Understanding and reshaping public perception of Fish & Game New Zealand, angling and game bird hunting through positive messaging of natural environment protection, wild food harvesting and well-being through outdoor recreation.



### HEALTHY SPECIES, HABITATS, & ECOSYSTEMS

Sport fish and game bird habitats are healthy. Species are monitored and maintained and sustainable wild harvest opportunities are secured for future generations.

## 2 Mapping of statutory obligations to operational implementation

Fish & Game New Zealand operates with core statutory responsibilities. Table 1 below demonstrates how these statutory responsibilities are delivered operationally by Fish & Game within the current strategy and associated implementation plan.

Table 1

<b>Fish &amp; Game statutory obligations (functions of the Council as described in section 26c of the Conservation Act 1987)</b> <b>The functions of the New Zealand Fish and Game Council shall be:</b>	<b>Addressed by planned actions</b>
a) to develop, in consultation with Fish and Game Councils, national policies for the carrying out of its functions for sports fish and game, and the effective implementation of relevant general policies established under the Wildlife Act 1953 and this Act:	5.1d, 5.2h
b) to advise the Minister on issues relating to sports fish and game:	5.5b, 5.5d
ba) in relation to Anglers Notices and notices for game seasons (under section 15 of the Wildlife Act 1953),— (i) to co-ordinate their preparation and recommendation to the Minister for approval: (ii) to advise the Minister: (iii) to arrange for their publication under the Legislation Act 2019:	5.2h
c) to participate, with the Director-General and other interested parties, in the development of a research programme promoting the management of sports fish and game:	5.5g
d) to oversee the electoral system by which members of Fish and Game Councils are elected:	5.1i
e) to recommend to the Minister an appropriate fee for fishing and hunting licences, after having regard to the views and recommendations of Fish and Game Councils:	5.2b, 5.2c, 5.2d, 5.2e, 5.2h
ea) to recommend to the Minister fees for game hunting guide licences and sports fishing guide licences, after having regard to views and recommendations of Fish and Game Councils:	5.2b, 5.2c, 5.2d, 5.2e, 5.2h

<p>f) to determine, in consultation with Fish and Game Councils, the amount of the levy payable by Fish and Game Councils to the New Zealand Fish and Game Council, from licence sales, for—</p> <p>(i) the administration of the New Zealand Fish and Game Council; and</p> <p>(ii) redistribution between Fish and Game Councils; and</p> <p>(iii) advocacy and research:</p>	
<p>g) to advocate generally and in any statutory planning process the interests of the New Zealand Fish and Game Council and, with its agreement, of any Fish and Game Council in the management of sports fish and game, and habitats:</p>	5.1d, 5.5b, 5.5c, 5.5d
<p>h) to provide regular reports to Fish and Game Councils:</p>	5.1a
<p>i) to liaise with the New Zealand Conservation Authority</p>	5.1h
<p>j) to audit the activities of Fish and Game Councils:</p>	5.1j
<p>ja) to recommend to the Minister, after having regard to the views and recommendations (if any) of Fish and Game Councils and the New Zealand Game Bird Habitat Trust Board, an appropriate fee in respect of any game bird habitat stamp and the form of such stamps:</p>	5.5e, 5.5f
<p>jb) to sell or arrange the sale of, in New Zealand or outside New Zealand, game bird habitat stamps and associated products:</p>	5.5e, 5.5f

### 3 Mapping of ministerial review recommendations to operational implementation

The ministerial review conducted in 2021 contained 36 recommendations covering a range of governance, management and operational aspects. Appendix 1 of this plan contains a full list of the recommendations and, where these relate to management and operations, maps these to operational implementation within this plan.

## 4 STRATEGIC PRIORITIES

### 4.1 Unified & Enduring Organisation

#### OBJECTIVE

A national and regionally cohesive organisation built on a culture of shared values, trust and engagement. Delivering on vision and purpose for stakeholders and Mana Whenua. Maintaining the statutory mandates that enable effective service delivery

#### ACTIVITY

Ref	Title	Description	Outputs	Outcomes	Budgets <sup>1</sup>
5.1a	Connection & cohesion	Increase cross-regional and national engagement within Fish & Game	<ul style="list-style-type: none"> <li>Scheduled cross team catch-up &amp; update sessions</li> <li>Identify cross-regional collaborative project opportunities</li> <li>Fit-for-purpose cross team and cross region communications tools</li> <li>Re establish teams of excellence to work collectively, share knowledge and skills, and where appropriate advise on national policy, SOPs, organisational key messages, and plans.</li> <li>to provide regular reports to Fish and Game Councils</li> </ul>	<ul style="list-style-type: none"> <li>Shared understanding</li> <li>A focus on collaboration rather than silo boundaries</li> <li>Resource efficiencies</li> <li>Informed and empowered organisation</li> <li>Living our values</li> </ul>	275,150
5.1b	Comms & Advocacy plan	Design and implement a comprehensive communications plan addressing internal and external requirements	<ul style="list-style-type: none"> <li>In depth understanding of F&amp;G audiences/ stakeholders through insights</li> <li>Audiences and their values including perceptions of F&amp;G identified</li> <li>Key Messages designed and implemented</li> </ul>	<ul style="list-style-type: none"> <li>A consistent, annually planned and professional flow of communications from Fish &amp; Game to the right audiences at the right time, and in the right form to maximise message uptake, and stakeholder connection to F&amp;G</li> </ul>	Within Marketing Budget (110,000)

<sup>1</sup> Budgets are external costs only and do not include overheads such as salaries

Ref	Title	Description	Outputs	Outcomes	Budgets <sup>1</sup>
			<ul style="list-style-type: none"> <li>Multiple Channels utilised to connect with range of audiences</li> <li>Timing appropriate to the audience and the issue or opportunity</li> </ul>		
5.1c	Structure	Implement a governance structure of both elected and appointed members	<ul style="list-style-type: none"> <li>Delivery of review recommendation 6</li> </ul>	<ul style="list-style-type: none"> <li>Improved professionalism around governance and decision-making whilst retaining a fishing and hunting ethos.</li> </ul>	73,500
5.1d	Legislation	Advocate to retain the statutory powers that enable Fish & Game to deliver on its Vision and Purpose	<ul style="list-style-type: none"> <li>Key stakeholder advocacy engagement</li> <li>Political engagement</li> <li>Mana Whenua engagement</li> </ul>	<ul style="list-style-type: none"> <li>Statutory powers of the Conservation Act 1987 and Wildlife Act 1953 enabling Fish &amp; Game operations are retained within the legislative review process</li> </ul>	10,000
5.1e	Policy & procedure	Adopt a full suite of binding governance and corporate policies including roles & responsibilities, resource allocation and conflict of interest	<ul style="list-style-type: none"> <li>Delivery of review recommendations 17, 18, &amp; 19</li> </ul>	<ul style="list-style-type: none"> <li>Adoption of good practice governance and management practices</li> <li>Improved clarity of roles and responsibilities at all levels</li> </ul>	20,000
5.1f	Governance & Leadership Training	Establish a programme of professional development for elected members and management	<ul style="list-style-type: none"> <li>Delivery of review recommendation 16</li> <li>Select training providers for Mgt and Governance and implement upskilling and continuous development programmes</li> </ul>	<ul style="list-style-type: none"> <li>Improved awareness of good practice</li> <li>Shared responsibility</li> <li>Effective and efficient teams</li> <li>Clarity around roles and responsibilities</li> <li>Display organisational values</li> <li>High performing</li> <li>Cohesive, united, strategic</li> </ul>	47,000
5.1g	Culture	Develop Fish & Game culture through recognition, ownership and collective accountability to shared values.	<ul style="list-style-type: none"> <li>Design and implement a programme of culture development through engagement, empathy, and teamwork</li> </ul>	<ul style="list-style-type: none"> <li>Recognition of the long term shift required</li> <li>Improved empathy</li> <li>One-team</li> <li>Organisational understanding of the importance of culture and how to operate in a manner which displays and builds positive and empowered organisational culture</li> </ul>	20,000
5.1h	Sister statutory organisation relationships	To build strong relationships with the Big Game Animal Council, Department of Conservation, and NZ Conservation Authority	<ul style="list-style-type: none"> <li>Regularly liaise with the Big Game Animal Council, Department of Conservation, and the NZ Conservation Authority, and work</li> </ul>	<ul style="list-style-type: none"> <li>Strong relationship with the Big Game Animal Council, Department of Conservation, and the NZ</li> </ul>	Overhead



Ref	Title	Description	Outputs	Outcomes	Budgets <sup>1</sup>
	and collaboration		collaboratively on projects of shared interest and value	Conservation Authority, shared understanding, and collaboration	
5.1i	Elections	to oversee the electoral system by which members of Fish and Game Councils are elected:	<ul style="list-style-type: none"> <li>• Call for nominations and run the elections in accordance with relevant legislation.</li> </ul>	<ul style="list-style-type: none"> <li>• Enable the organisation to continue to be run as required by relevant legislation.</li> </ul>	67,500
5.1j	Audit	to audit the activities of Fish and Game Councils	<ul style="list-style-type: none"> <li>• Audit of F&amp;G policies put in place since August 2022.</li> <li>• Audit on health and safety and compliance systems.</li> </ul>	<ul style="list-style-type: none"> <li>• To improve efficiency, consistency, professionalism and meeting relevant legislation relating to staffing matters.</li> </ul>	10,000

## 4.2 Attract & retain licence holders

### OBJECTIVE

Deliver a valued and cost-effective experience for license holders by understanding their needs, providing simple processes, and effective communication. This ensuring sustainable revenue to support delivery of Fish & Game programmes, making fishing and game bird hunting more attractive to a wider group of future participants

### ACTIVITY

Ref	Title	Description	Outputs	Outcomes	Budget
5.2a	Retain, recruit, reactivate	Review the existing R3 programme (Recruit, Retain, Re-activate) for effectiveness to-date, and update as required	<ul style="list-style-type: none"> <li>In depth understanding of F&amp;G current, lapsed, and potential licence holders through insights</li> <li>Data on actions and outcomes of existing R3 programme as an input to the development of a new and coordinated marketing programme</li> </ul>	<ul style="list-style-type: none"> <li>F&amp;G understands its licence holders and potential future licence holders</li> <li>Clarity of current state in attract, retain, and re activate activity;</li> <li>Effective delivery of programmes across F&amp;G to retain, recruit, and re activate licence holders</li> </ul>	With Marketing Budget (110,000) Plus \$7000
5.2b	Licensing & pricing	Review the licencing and pricing model to maximise user value and provide sustainable revenue for Fish & Game operations	<ul style="list-style-type: none"> <li>A business optimisation model for optimised customer experience and sustainable income</li> <li>Understanding of the options and impacts of different license and pricing scenarios through insights</li> </ul>	<ul style="list-style-type: none"> <li>F&amp;G licencing categories and prices encourage and support participation while optimising revenue;</li> <li>Licence holders display willingness to pay and see value in their licence.</li> </ul>	45,000
5.2bi	Licensing	Coordinate the licencing system with regions and the Minister for Hunting and Fishing.	<ul style="list-style-type: none"> <li>Licences issued on time</li> </ul>	<ul style="list-style-type: none"> <li>Licences go on sale at the right time at the right price</li> </ul>	555,500
5.2bii	Digital Licencing and regulation Guides	Investigate new digital licencing and regulation materials for use next season			80,000
5.2c	Licence holder research	Conduct attitudinal and usage research with licence holders to identify needs, wants and perceived value	<ul style="list-style-type: none"> <li>Licence holder research - field interviews and survey</li> </ul>	<ul style="list-style-type: none"> <li>Understanding licence holder value perceptions and expectations of Fish &amp; Game</li> </ul>	Within Marketing Budget (110,000)
5.2d	Public research	Conduct social research with wider public to determine perceptions, barriers and enablers to participation	<ul style="list-style-type: none"> <li>Note: Links with public perception and legitimacy priority actions</li> <li>Barriers and enablers of wider public participation</li> </ul>	<ul style="list-style-type: none"> <li>Ability to forecast likely future demand</li> <li>Identification of trends impacting participation</li> </ul>	Within Marketing budget (110,000)
5.2ei	Research	Co-ordinate Research including PHD out of research fund.	<ul style="list-style-type: none"> <li>Progress work in research strategy.</li> </ul>	<ul style="list-style-type: none"> <li>Receive information that assists us with our work.</li> </ul>	125,000

Ref	Title	Description	Outputs	Outcomes	Budget
5.2f	Marketing	Develop and implement a data driven national marketing programme	<ul style="list-style-type: none"> <li>An appropriately resourced, targeted and nationally coordinated marketing programme</li> </ul>	<ul style="list-style-type: none"> <li>Increased revenue</li> <li>Targeted increase in participation</li> </ul>	Within Marketing Budget (110,000)
5.2g	Alternative income	Exploration of alternative (non-licence) revenue streams to reduce licence fee burden and support Fish & Game operations	<ul style="list-style-type: none"> <li>Explore sponsorship and associated commercial revenue streams</li> <li>Grant funding opportunities - local and national government</li> </ul>	<ul style="list-style-type: none"> <li>Revenue growth outside of licence fees</li> <li>Increased public profile</li> </ul>	Overhead
5.2h	Fishing & Hunting Regulations	Coordinate the preparation of anglers' notices and notices for open season for game and recommend to the Minister of Conservation on such matters.	<ul style="list-style-type: none"> <li>Sports fishing and game bird hunting notices are prepared for approval by the Minister and published in the NZ Gazette at least 28 days before the start of each season.</li> <li>Fish and game editions of the regulations guide booklets are prepared and published for distribution by mid-March and August respectively.</li> </ul>	<ul style="list-style-type: none"> <li>Sportfish and Gamebird harvest is managed through regulations</li> <li>S26C ba(i),(ii), and (iii) is achieved</li> <li>S26C e, and ea is achieved</li> </ul>	32,000
5.2hi	Ranger Co-ordination	Co-ordinate the Ranger program including ongoing training.	<ul style="list-style-type: none"> <li>We have suitably experienced team of rangers to carry out compliance functions.</li> </ul>	<ul style="list-style-type: none"> <li>Licence holder compliance work is undertaken.</li> </ul>	39,500
5.2i	Access to the resource	Enable licence holders secure free, certain, enduring and practical public access to sports fish and game birds on lands of all tenure.	<ul style="list-style-type: none"> <li>Access for anglers and hunters is advocated along and to all water bodies holding harvestable populations of sports fish and game birds, and on public lands where game bird hunting is permitted.</li> <li>Promote the implementation &amp; use regionally of the Walking Access Act and Commission.</li> </ul>	<ul style="list-style-type: none"> <li>Public access to a health environment is provided for Licence holders and the public</li> </ul>	Overhead
5.2j	Angler & hunter participation	Support participation in freshwater fishing and game bird hunting.	<ul style="list-style-type: none"> <li>Campaigns and other initiatives that will support and grow angler and hunter participation are sponsored and supported.</li> </ul>	<ul style="list-style-type: none"> <li>Angling and hunting is a valued pursuit;</li> <li>Licence holders are representative of the wider NZ public and participation and interest in hunting and angling is aligned with population growth balanced by resource availability</li> </ul>	Overhead
5.2k	National Magazine	Inform licence holders of current Fish & Game NZ activities and issues,	<ul style="list-style-type: none"> <li>The F&amp;G Public Awareness Network (PAN) is consulted on style and content in preparation of</li> </ul>	<ul style="list-style-type: none"> <li>Effective and valued source of information for licence holders</li> </ul>	533,000

Ref	Title	Description	Outputs	Outcomes	Budget
		promote participation and provide information to up skill.	<p>the two annual special issue magazines.</p> <ul style="list-style-type: none"> <li>• Assistance to regions is provided in planning of regional supplements.</li> <li>• Editorial planning &amp; contribution provided.</li> <li>• Coordinate two special editions of the magazine published in March and August.</li> <li>• A greater Fish &amp; Game presence is promoted through key messages in the commercial issues of the magazine.</li> </ul>	<ul style="list-style-type: none"> <li>• Effective tool to promote F&amp;G and hunting and fishing to wider NZ public</li> </ul>	
5.2l	Website	F&G has an up to date, brand appropriate modern website that is valued by the organisation, licence holders, and the wider public	<ul style="list-style-type: none"> <li>• Mangers and the F&amp;G Public Awareness Network (PAN) is consulted on style and content of the website</li> <li>• Website provides valued information and resources to the organisation, licence holders, and the wider NZ public;</li> <li>• Website reflects F&amp;G brand and assists to build social licence</li> <li>• Website assists F&amp;G create extension resources which are recognised and valued</li> </ul>	<ul style="list-style-type: none"> <li>• Licence holders and the wider NZ public value F&amp;G website</li> <li>• Website supports R3</li> <li>• Website builds F&amp;G social licence</li> <li>• Website reflects a F&amp;G that resonates and has value in a modern era</li> </ul>	106,450
5.2m	Infringement System	Develop better infringement system, including minor changes to legislation to achieve this.	<ul style="list-style-type: none"> <li>• Improved systems</li> </ul>	<ul style="list-style-type: none"> <li>• Better to focus attention on serious infringements.</li> </ul>	

## 4.3 Mana Whenua connected

### OBJECTIVE

Māori values are understood and reflected within Fish & Game, with aligned advocacy and a positive collaborative approach that builds upon our responsibility to give effect to the principles of Te Tiriti set out in the Conservation Act 1987

### ACTIVITY

Ref	Title	Description	Outputs	Outcomes	Budgets
5.3b	Connection	Recognise the variation in experiences, expectations and capacity between whanau, marae, hapus, and settled and unsettled iwi	<ul style="list-style-type: none"> <li>Regional hui with Mana Whenua</li> </ul>	<ul style="list-style-type: none"> <li>Build relationship and trust and preferred form of engagement with Fish &amp; Game including co-governance participation</li> </ul>	5,000
5.3d	Kawenata	Develop a Kawenata (charter / policy) on Mana Whenua relationships and conflict resolution	<ul style="list-style-type: none"> <li>National and regional level charter/policy describing Mana Whenua and Fish &amp; Game relationship and interaction</li> </ul>	<ul style="list-style-type: none"> <li>A co-designed and agreed basis for a partner relationship</li> </ul>	5,000
5.3e	Cultural training	Deliver leadership and staff cultural education on Tikanga and Fish & Game obligations to Mana Whenua	<ul style="list-style-type: none"> <li>Training programme designed and provider commissioned</li> <li>Governance and staff training completed (and on-going)</li> </ul>	<ul style="list-style-type: none"> <li>Fish &amp; Game cultural awareness, understanding of Tikanga and specific knowledge of statutory obligations to Mana Whenua is embedded</li> </ul>	5,000
5.3f	Grievance	Identify and reconcile historic grievances between Mana Whenua and Fish & Game at a regional level	<ul style="list-style-type: none"> <li>Research regional grievances</li> <li>Engage Mana Whenua, acknowledge and reconcile grievances</li> </ul>	<ul style="list-style-type: none"> <li>Trust, respect and a platform to move forward from with Mana Whenua</li> </ul>	5,000
5.3g	Collaboration	Actively collaborate on projects with Mana Whenua on areas of common interest	<ul style="list-style-type: none"> <li>Visible collaborative activity</li> <li>Case study stories</li> </ul>	<ul style="list-style-type: none"> <li>Partnership</li> </ul>	5,000

## 4.4 Public perception & legitimacy

### OBJECTIVE

Understanding and re-shaping public perception of Fish & Game New Zealand, angling and game bird hunting through positive messaging of natural environment protection, wild food harvesting, and wellbeing through outdoor recreation

### ACTIVITY

Ref	Title	Description	Outputs	Outcomes	Budgets
5.4a	Social research	Conduct social research with NZ public to gain data on perception and attitudes to Fish & Game, angling and game bird hunting	<ul style="list-style-type: none"> <li>• <i>Note: links to attraction and retention of licence holders</i></li> <li>• Nationally coordinated research with both national and regional focus to determine public attitudes, risk and opportunity areas</li> </ul>	<ul style="list-style-type: none"> <li>• Deep understanding of public perception to support ongoing tracking and impact assessment of Fish &amp; Game programmes</li> <li>• F&amp;G has social licence to operate</li> </ul>	Withn Marketing Budget (110,000)
5.4b	Economic research	Conduct economic research to quantify the total value of angling and game bird hunting in New Zealand	<ul style="list-style-type: none"> <li>• Economic assessment of the total economic value and impact of the Fish &amp; Game sector at a national and regional level</li> </ul>	<ul style="list-style-type: none"> <li>• Quantified independent data for use in key messaging to both public, government, and licence holder audiences</li> </ul>	Within Research Budget (100,000)
5.4c	Social Licence campaign	Design and deliver a targeted multi-level campaign to inform public perception, encourage participation and influence policy	<ul style="list-style-type: none"> <li>• External public relations and communications expertise commissioned</li> <li>• Multi-year public campaign designed and implemented (<i>Note: also see communication plan</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• Improved understanding of Fish &amp; Game and legitimacy of angling and hunting</li> </ul>	Withn Marketing Budget (110,000)
5.4d	Greater good	Visibly engage in regional public good projects aligned with Fish & Game strategy and objectives i.e. catchment groups, wetland management etc	<ul style="list-style-type: none"> <li>• Identified publicly visible projects in each region</li> <li>• Case studies feed into communications plan</li> </ul>	<ul style="list-style-type: none"> <li>• Improved visibility for Fish &amp; Game</li> <li>• Improved perception of Fish &amp; Game</li> </ul>	55,400
5.4e	F&G public good benefits to NZ	Showcase and build public awareness around the wider environmental good F&G provides as NZ leading FW and public access advocate	<ul style="list-style-type: none"> <li>• Produce a report which showcases F&amp;G environmental work over the last decade.</li> <li>• Produce a book which builds from Gamekeepers for the Nation to reflect a modern and resilience F&amp;G valued by all New Zealanders</li> </ul>	<ul style="list-style-type: none"> <li>• F&amp;G is valued as New Zealand's leading advocate for health freshwater and ecosystems, wetland, and public access to the environment</li> </ul>	25,191

## 4.5 Healthy habitats & Ecosystems

### OBJECTIVE

Sport fish and game bird habitats are healthy. Species are monitored and maintained and sustainable wild harvest opportunities are secured for future generations

### ACTIVITY

Ref	Title	Description	Outputs	Outcomes	Budgets
5.5a	Monitoring	Deliver species monitoring, applying fisheries management standard operating procedures	<ul style="list-style-type: none"> <li>Fisheries and wild game bird monitoring data is available as an input into regional management plans</li> </ul>	<ul style="list-style-type: none"> <li>Management plans are based on best science and monitoring data</li> </ul>	55,550
5.5b	Species Advocacy	Advocate for the protection and enhancement of sports fish and game bird habitats	<ul style="list-style-type: none"> <li>Engage on legislative reforms of Conservation Act 1987</li> <li>Engage on legislative reforms of Wildlife Act 1953</li> <li>Engage on Legislative reforms of the Resource Management Act 1991</li> </ul>	<ul style="list-style-type: none"> <li>Sportsfish &amp; Gamebird Species and habitats are protected and enhanced</li> </ul>	Within RMA Budget (200,000)
5.5c	Indigenous species	Understand and enhance the eco-system relationship between sports fish and indigenous species	<ul style="list-style-type: none"> <li>A science and Mātauranga Māori study of introduced and indigenous species, their eco-system interactions, cultural and biodiversity values</li> </ul>	<ul style="list-style-type: none"> <li>A new and detailed understanding of indigenous and introduced sports fish eco-systems</li> <li>Protection of the habitat of sportsfish provides co benefits in protecting the health of freshwater and ecosystems</li> <li>Wetland are protected, restored, enhanced, and established which provides habitat for gamebirds and indigenous flora and fauna</li> </ul>	Within Research Budget (100,000)
5.5d	Healthy freshwater and ecosystems	Advocate for the maintenance and protection of outstanding water bodies through water conservation orders	<ul style="list-style-type: none"> <li>Engage in advocacy for water conservation orders in appropriate circumstances through part 9 of the RMA 1991 or its subsequent legislation</li> <li>Engage in region and national RM policy processes</li> </ul>	<ul style="list-style-type: none"> <li>Species and habitats are protected and enhanced</li> <li>F&amp;G is recognised as New Zealand's most effective, and professional FW advocate</li> </ul>	Within RMA Budget (200,000)
5.5e	Game Bird Habitat Stamp Programme	Produce and market an annual game bird habitat stamp and associated products.	<ul style="list-style-type: none"> <li>The game bird habitat stamp programme is managed (including the production and distribution of a</li> </ul>	<ul style="list-style-type: none"> <li>Wetland protection, enhancement, and establishment is resourced;</li> </ul>	Overhead

			Game Bird Habitat Stamp programme brochure and poster) and responses provided to any enquiries about the programme and its products within 5 working days of receipt.	<ul style="list-style-type: none"> <li>F&amp;G is seen as New Zealand's primary wetland advocate</li> <li>F&amp;G is valued by stakeholders (Regional Councils, Mana Whenua, landowners and communities) for their wetland expertise and wetland enhancement, restoration activities and resourcing</li> </ul>	
5.5f	Game Bird Habitat Trust Board	Provide administrative services to The New Zealand Game Bird Habitat Trust Board.	<ul style="list-style-type: none"> <li>The Trust Board's financial affairs are managed in accordance with the Public Finance Act.</li> <li>The Annual Report is prepared and submitted to the Minister for presentation to Parliament by 24 December.</li> <li>Meetings are organised and agenda's sent out at least seven days before the meeting.</li> <li>Grant application forms are made available and completed applications are submitted to the Trust Board for its consideration.</li> <li>Grants are distributed and any conditions imposed by the Board are met or noted for compliance.</li> </ul>	<ul style="list-style-type: none"> <li>Effective body to support nationally wetland protection, enhancement, and restoration activities for the good of NZ</li> </ul>	Overhead
5.5g	Sportfish & Gamebird & habitat research	Support the establishment and implementation of research programmes related to sportfish and gamebird and their habitats management, including ecosystems and interactions.	<ul style="list-style-type: none"> <li>F&amp;G funds and where appropriate implements research projects/ programmes which add value to New Zealand in relation to sportfish and gamebird management, and habitat management and protection.</li> </ul>	<ul style="list-style-type: none"> <li>to participate, with the Director-General and other interested parties, in the development of a research programme promoting the management of sports fish and game;</li> <li>F&amp;G is recognised by research institutes as a valued partner</li> <li>F&amp;G staff are recognised for their expertise</li> <li>F&amp;G has deep insights into population and habitat management which supports effective public engagement and its advocacy functions</li> </ul>	Within Research Budget (100,000)



## 5 Appendix 1: Review recommendations mapped to implementation plan

Review recommendation	Addressed by planned action
1. That the Minister has the power to require adherence to an approved management plan.	Legislative change required
2. That the Minister's powers be expanded to include a mandatory power of direction for an addition or amendment to a draft management plan.	Legislative change required
3. The Chair of the NZFGC be a Ministerial appointee. While the Chair could be drawn from the pool of FGC councillors, it would be preferable for the Chair to be completely independent of the organisation such as an independent or professional director, at least as an interim or transitional measure.	Legislative change required
4. The Chair of the NZFGC be a paid position.	Legislative change required
5. Reduce the size of the NZFGC from 12 to 8.	Legislative change required
6. The NZFGC to comprise 4 appointed and 4 elected members. This ensures a degree of professionalism around governance and decision-making whilst still retaining a fishing and hunting ethos. The Ministerial appointees could be appointed with consideration being given to candidates with expertise in one or more the of the following areas: a. te ao Māori b. governance experience c. RMA or legal experience	Legislative change required
7. Appointees to be paid. Elected members would continue to serve on a voluntary (unpaid) basis.	Legislative change required
8. Elected NZFGC councillors to be elected by Fish and Game licence holders (rather than appointed by FGCs as is currently the case).	
9. Retain the regional structure but reduce the number of regions (and thereby FGCs) to 6 by the following amalgamations: i Southland and Ōtago ii Central South Island and North Canterbury iii West Coast and Nelson/Marlborough iv Wellington and Taranaki v Eastern and Hawke's Bay	

Review recommendation	Addressed by planned action
vi Auckland Waikato and Northland	
<p>10. Each FGC should itself comprise 8 members, comprising:</p> <ul style="list-style-type: none"> <li>• 4 members elected by licence holders</li> <li>• 3 members appointed by the Minister</li> <li>• 1 Iwi nominee/appointee</li> <li>• The Chair of the FGC to be elected by councillors</li> </ul>	
<p>11. Terms of office on the NZFGC or an FGC for both appointed and elected officeholders should be fixed for 3 years with a limit on serving no more than two consecutive terms</p>	
<p>12. The Minister to have powers of removal of any councillor, whether appointed or elected.</p>	
<p>13. Co-opted councillors can be invited and/or removed by the Chair of a Council be it the NZFGC or an FGC, following resolution of that Council. Co-opted councillors to have equal voting rights with other councillors. NB: this requires an amendment to section 26V(2) of the Act.</p>	
<p>14. A councillor could not be a member of both the NZFGC and an FGC at the same time. If elected to both, that person would have to choose one of them.</p>	
<p>15. Members of both the NZFGC and an FGC to be elected by licence holders casting two votes: one for the NZFGC and one for the FGC</p>	
<p>16. The NZFGC to establish a programme of professional development for its elected members, such as IoD or AICD accredited training.</p>	
<p>17. The NZFGC to adopt a full suite of governance and corporate policies which are binding on itself and all FGCs.</p>	
<p>18. In particular the NZFGC should adopt and implement a robust Conflict of Interest policy which reflects good practice as set out in the Auditor General's 2020 Guidance.</p>	
<p>19. The Conflict of Interest policy should, in particular, provide for:</p> <ul style="list-style-type: none"> <li>(a) Conflicts of Interest being a standing item on the NZFGC and FGC agendas;</li> <li>(b) a programme of periodic audits of FGCs be conducted by the NZFGC; and</li> <li>(c) aspiring officeholders or applicants for senior staff positions be required to declare their interests prior to voting or appointment (in respect of officeholders</li> </ul>	

Review recommendation	Addressed by planned action
these interests should be published as part of the information provided to electors).	
20. The NZFGC to produce a consolidated annual report for the Minister covering its own and all FGC activities.	
21. Section 26C(1)(a) be amended by the insertion of a new clause to read: “The functions of the NZFGC shall be to develop, in consultation with Fish and Game Councils, and having regard to the interests of Māori as Treaty Partner, national policies for the carrying out of its functions for sports fish and game, and the effective implementation of relevant general policies established under the Wildlife Act 1953 and this Act” (words in bold added to existing provision).	
22. Section 26Q(1) be amended by insertion of a new clause to read: “The functions of each Fish and Game Council, shall be to manage, maintain and enhance the sports fish and game resource in the recreational interests of anglers and hunters and, having regard to the interests of Māori as Treaty Partner, and in particular ...” (words in bold added to existing provision).	
23. The NZFGC establishes a standing advisory panel on Treaty issues and engagement with Māori.	
24. The Minister in making appointments to councils to consider Māori representation – this recommendation is provided for previously (Recommendations 6 and 10 refer) but is repeated here for completeness for this topic. In making such appointments, the Minister could seek the views of DOC, TPK, Te Arawhiti and/or receive nominations directly from iwi.	
25. Councillors holding office by nomination (e.g. as a result of Treaty settlement provisions) to have full voting and participation rights – the same as elected or appointed councillors.	
26. Fish and Game urgently initiate a dialogue with Māori with a view to developing a national policy governing a system of consultation with Māori to ensure all relevant Treaty concerns are addressed by Fish and Game in the conduct of its business. That policy should guide protocols and procedures at a local level for day-to-day operations.	
27. With respect to the above recommendation, as a first step in initiating this dialogue, a national hui should be held as soon as possible. The Hui Wananga should be facilitated by DOC (as the Department serving the	

Review recommendation	Addressed by planned action
Minister in the relevant portfolio) and chaired by a person with credibility and mana to both parties.	
28. The electoral roll to automatically include any NZ resident licence-holders from the previous year (i.e. no opt-in requirement).	
29. The NZFGC should review the eligibility requirements for voting in respect of type of licence held.	
30. There be provision for the removal of councillors, including Chairs, both by the NZFGC and the Minister.	
31. There be a requirement for candidates for election to meet a "fit and proper" test.	
32. A person cannot hold office as a councillor or Chair and simultaneously be employed as a staff member by an FGC. If an elected office holder takes up employment as a FGC employee, they should be required to step aside from their governance role.	
33. The NZFGC should build on its existing programmes to build its licence holder base, and in particular to attract a broader demographic. Consideration should be given by the NZFGC for the setting of appropriate targets in this area.	
34. The NZFGC should develop guidelines to guide a process for community input for FGCs to follow in developing management plans. At a minimum there should be a requirement to demonstrate that the provisions of section 17(L)(4)(b) have been complied with i.e. that the impact on other natural resources and/or other users has been considered.	
35. A KPI for the CE should be to develop a community and stakeholder relationship strategy (e.g. with a 10-year horizon) that is independently evaluated and then reported on annually to the Board.	
36. The NZFGC as part of its co-ordination role should assure itself that the duty set out in section 17M2(ii) which requires the FGC to 'give notice of the draft plan ... so far as is practicable, to representatives of the appropriate iwi authorities and to the appropriate regional councils and territorial authorities" has been adequately discharged.	

## New Zealand Fish and Game Council Meeting

### Prepared by:

Adrienne Murray  
HR & H&S Advisor  
NZ Fish and Game Council

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### Kōrero taunaki - Summary of considerations

#### *Purpose*

1. This report to New Zealand Fish and Game Council provides information on the work to date and seeks approval for continuation of review of the Health, Safety and Wellbeing policies.

#### *Financial considerations*

- Nil       Budgetary provision       Unbudgeted

#### *Risk*

- Low       Medium       High       Extreme

### Ngā taunaki - Staff Recommendations

NZC Staff recommend the following:

That the NZ Council:

1. Receive the information.
2. Agree the continuation of the review
3. Delegate to the Chief Executive the authority to review and provide to the NZ Council proposals for recommended changes from Health and Safety to Health Safety and Wellbeing policies
4. Note that this information has been discussed with the Health and Safety committee and that this initial information is provided with their input.

## **Whakarāpopoto - Executive Summary**

Reviewing and updating the overarching policies on Health Safety and Wellbeing has been a major focus coming into this role. There are a range of policies that are required in this area of accountability, and I acknowledge the considerable work undertaken by Jane prior to my joining the NZC office of Fish and Game as the HR & H&S Advisor.

This work needs to continue to ensure that Council members, managers and staff have sound and legislatively compliant policies and procedures that are effective for the business of Fish and Game.

This paper provides an update of the work undertaken by the Health and Safety committee and myself and informs prioritise for the next range of work in this area.

## **Takenga mai - Background**

Because of some misunderstandings that I have become aware of during discussions with Managers across the regions, and with some staff members about the definitions and levels of accountabilities of PCBU's I have started with an accountability document take from WorkSafe compliance documents available on their website. I note that some of this information is in the draft Health and Safety Plan however as a committee we decided that an accountability framework provided the information in a clearer manner.

Fish and Game should have a succinct policy covering Health Safety and Wellbeing and an objective that the NZ Council ensures is reviewed and updated as required on an annual basis.

To be clear, whilst the Regions each have their own accountabilities, Fish and Game as a national organisation has an overarching accountability which should be the framework for each Council to work from. Wellbeing has been included in the heading as this fits both with the values of Fish and Game and is being increasingly included in updated versions of organisational accountabilities for this important area of business.

## **Kōrerorero - Discussion**

### **Policies**

The Health & Safety Committee (6 members from across the regions) are reviewing the policies starting with a new draft for an overall policy.

I consider it important that we write these documents in plain English, be as succinct as possible and ensure that we meet legislative requirements as a minimum. Whilst policies for staff are most often portrayed as rules, where possible and appropriate we should provide them in a positive and constructive manner.

## Reporting

Each Regional Council is provided with a report on incidents, accidents and near misses on a regular basis. This information should be collated and reported on at a NZ Council level. Such a report will be provided for the next meeting. Current requirement is that the report be provided on an annual basis; I propose that we require and collate the regional reports 6 monthly and that this is aligned with the annual planning cycle rather than the calendar year.

## Draft Policies

Attached are the first draft of policies and the accountability document. This were provided at the Managers meeting on 1 August and some minor updates provided as a result. A previous list of required operational policies which should be consistent across the organisation is also attached.

## Risk Management

There is a request for a Risk Management System. It appears from discussions that Regions each of their own system. I propose therefore whilst investigating systems that we look at the systems already in house and consider whether one of these is the best value both in terms of cost and capability. A report on this should be available for the next meeting of Councillors

## **Whai whakaaro ki ngā whakataunga - Considerations for decision-making**

### ***Financial Implications***

1. An amount of \$5,000 has been set aside in the budget for a risk management system

### ***Legislative Implications***

2. Primary importance is meeting our requirements under NZ Health and Safety legislation, whilst being cognisant of safety being a priority

### ***Policy Implications***

3. This policy update fits with Fish and Game People and Organisation strategies

### ***Risks and mitigations***

4. Fish and Game is at risk should there be an incident that initiated a Work Safe investigation when Health, Safety and Wellbeing policies are not in place and confirmed by the NZ Council. The NZ Council (and each of the Regional Councils) are required to be fully informed of and have a clear understanding of their accountability in this important area of business

### ***Consultation***

5. The attached documents are for initial discussion only.

## **Ngā mahinga e whai ake nei - Next actions**

6. If agreed, NZ Council Office and the H&S committee will continue with the review of documentation and consultation so that policies are available for all regions enabling the implementation of policies that require compliance with a national policy.

## Attachments

1. Fish and Game Health Safety and Wellbeing Policy
2. Accountability matrix
3. List of operational policies that should be developed from the NZ Council and be a requirement for inclusion and commitment by each Region
4. Health and Wellbeing

Note these documents are draft only and have not yet been consulted on with Regions



**A Health and Safety Plan should cover:**

1. The process for receiving and considering information regarding health and safety incidents, hazards, and risks, and responding in a timely way;
2. Staff introduction for Health and Safety
3. Staff involvement
4. Training and supervision;
5. Procedures for managing health and safety risks that arise in the specific region, for example (and only as applicable to the region): fieldwork; working alone; ranging; motor vehicles; boating; office security; and hatchery operations;
6. The requirement under HSWA to engage with other agencies the Council may work with from time to time and who may also have overlapping health and safety duties;
7. Availability of first aid assistance and training;
8. Emergency evacuation procedures;

## Plus additional policies and guidelines covering:

1. Drug and alcohol use;
2. Fatigue management
3. Prevention of bullying and harassment.
4. Lone worker SOP
5. Safe driving policy
6. Intentions template or App
7. Tailgate forms
8. Boat training manual
9. Boat safety plans
10. External contractor's introduction checklist
11. External contractors' health and safety agreement
12. Drift diving safety plan
13. Plan for controlling hazardous substances
14. A storage and spill plan
15. Hazard control plans
16. Drone use guidelines
17. First Aiders
18. Wellbeing
19. Management of sick leave and other leave related to Health, Safety and Wellbeing

## Accountability Matrix for Health, Safety and Wellbeing

Fish and Game across New Zealand is a PCBU (Person Conducting a Business or Undertaking) According to HSWA. A PCBU must ensure the health and safety of workers (defined as staff, contractors and subcontractors), visitors, passerby, neighbouring companies, and that other people are not put at risk by its work.

This is called the 'primary duty of care'.

In the case of Fish and Game, because both NZ Fish and Game Council and the 12 regional Fish and Game Councils are public entities reporting to the Minister, each of the entities are accountable as PCBU's

Level of Accountability	Fish and Game National	Fish and Game Regional	Accountability
PCBU	Chair of the National Council  This person is a volunteer	Chair of the Regional Council  This person is a volunteer	A PCBU is usually an entity rather than an individual. There is a general duty on the PCBUs to ensure, so far as reasonably practicable, the health and safety of staff working for the PCBU, while the staff are at work in the business or undertaking; and staff whose activities in carrying out work are influenced or directed by the PCBU while the staff are carrying out the work. PCBUs must also ensure, so far as reasonably practicable, that the health and safety of other people is not put at risk from work carried out as part of the PCBU's
Officers	New Zealand Council and CEO	Regional Council CEO or Regional Manager	An officer is a person who holds a very senior leadership position in the business and can significantly influence the management of a business or undertaking. Officers have a duty of due diligence to ensure their business understands and manages its key health and safety risks. Officers usually delegate the implementation of health and safety policy to the highest management position (Chief Executive), who is responsible for ensuring appropriate management and oversight for the implementation of procedures and practices to ensure obligations and expectations are met. The Council may delegate any of its functions or powers but can <b>never delegate its accountability</b> .
Internal Advisors	HR & HS Advisor	Health & Safety Representatives	Are delegated to draft and where appropriate consultant with staff on Health, Safety and Wellbeing policy and procedures
Specialist area Maritime	CEO	Regional CEO/Manager	CEO and National Maritime Manager have an accountability across all the Fish and

	National Maritime Manager (Adam Daniels)		Game entities where regions have boats. The National Maritime Manager is accountable to liaise with Maritime NZ and to liaise with each region that has a boat as an asset (which is used) and to conduct audits as appropriate and required by law. (Note this <i>may</i> be delegated to a regulator)
Rangers	CEO	Regional CEO/Manager	As the appointment of Rangers is officially done at the NZ CEO level there is a specific accountability held at this level. This does not diminish the Regional accountability
Staff	All staff working for the NZ Council	All staff working in the regions	Individuals who carry out work in any capacity for a PCBU. All staff must take reasonable care to ensure the H&S of themselves and others, comply with the PCBU's reasonable instructions, and cooperate with reasonable policies and procedures.
Volunteers			
Other Persons in the workplace	Other persons who come into the workplace, such as visitors, casual volunteers		Must take reasonable care of themselves and not harm others in the workplace
Regulations	WorkSafe and other designated agencies that have been appointed under the HSWA and its associated regulations. For Fish & Game these include WorkSafe NZ, Maritime NZ (Water) and Police for investigations.		Regulators may provide overarching NZ H&S policy (WorkSafe) and/or be involved in and manage audits



# DRAFT National Health and Safety Policy

<b>Section</b>	Operational
<b>Contact/Owner</b>	NZC HR
<b>Last Review</b>	New Policy
<b>Next Review</b>	
<b>Approval</b>	NZC
<b>Effective Date</b>	

## 1. Introduction

Fish and Game NZ is committed to providing and maintaining a safe and healthy workplace for employees, volunteers and the public, by complying with relevant health and safety legislation (Health and Safety at Work Act 2015 (HSWA) and associated regulations), and various New Zealand standards and approved codes of practice.

The New Zealand Fish and Game Council (NZ Council) and each of the Regional Fish and Game Councils (Regional Councils) are PCBUs for the purposes of the HSWA. PCBUs have a requirement to work with each other where there are overlapping duties. This requirement relates not only to Fish and Game Councils but to other organisations that the Councils work with.

The NZ Council also has the function of developing national policies in consultation with the regions and has particular responsibilities as the only Council with an overview across the organization.

The Chief Executive of the NZ Council is not a PCBU with respect to Regional Council employees except when they are undertaking ranger duties. However, one of the NZ Council's functions is to develop, in consultation with Regional Councils, national policies for the carrying out of the NZ Council's functions for sports fish and game. It is also a function of the NZ Council to audit the activities of the Regional Councils.

In line with these functions, the NZ Council expects the Regional Councils to be model employers and to ensure that the Regional Councils' working environments are healthy and safe for all employees, not just rangers.

This policy applies to all Regional and NZ Council employees and all other workers (such as contractors or volunteers) where applicable.

## 2. POLICY

### *Duties of Regional Councils and the NZ Council*

**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 plan is in place in relation to specific activities which include ; fieldwork; working alone, ranging; motor vehicles; boating; office security; and hatchery operations where relevant
- ensuring that engagement and consultation with staff on the plan occurs;
- providing adequate facilities and any safety equipment deemed necessary, including ensuring access and ensuring property and equipment is safe to use and workers are not exposed to risks;
- ensuring there is an effective method in place for identifying, assessing and controlling risks. This includes the recording and investigating of injuries, and reporting incidents and accidents including serious harm incidents;

- ensuring that a drug and alcohol policy, a fatigue management plan, and a prevention of bullying and harassment policy is in place.
- ensuring that health and safety plans have been agreed with other agencies to cover overlapping health and safety issues
- having a commitment to a culture of continuous improvement.

**The Regional Manager/Chief Executive**, 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;
- ensure that operational plans and procedures such as first aid and emergency evacuation procedures are in place;
- 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;
- ensure that workers have adequate training, supervision and information to undertake their activities
- keep Council fully informed;
- advise the Council Chair of any emergency situations as soon as possible.

The Regional Manager/Chief Executive and the Council, may be 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 risks 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 risks;
- 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/Chief Executive;
- wear protective clothing and equipment as and when required to minimise their exposure to risks.

**Councils** must have a comprehensive health plan in place that is specific to their region covering the topics and policies set out in the Appendix to this Policy.

Health and Safety incidents will be reported to the National Health and Safety Committee, except for Serious Harm incidents which will be reported to NZC straight away. When there is a health and safety incident, the Regional Council will consider whether changes to the Health and Safety Plan are required to minimize the risk of such an incident occurring again in future, will make such changes as are necessary.

To support consistency of approach, the NZ Council and the Regional Councils will establish a **National Health and Safety Committee**, comprising regional representatives and a representative from the NZ Council. The Committee will monitor incidents, review Council policies and plans, and share practices and learnings.

## DOCUMENT MANAGEMENT CONTROL

<b>Prepared by:</b> Jane Hutchings, HR Business Partner
<b>Owned by:</b> NZC/NZC CEO
<b>Authorised by:</b> Fish and Game New Zealand National Council

<b>Date Issued (for Consultation):</b>
<b>Next Review:</b>

**Appendix 1**

Draft for Discussion

**POLICY:****HEALTH AND WELLBEING**

We want Fish and Game to have a positive and healthy culture.

To achieve this our policies, practices, and environments are designed with your wellbeing in mind.

This policy applies to all employees at our workplace, and to anyone who comes into our workplace.

**Mental wellbeing**

Fish and Game has a role in promoting, protecting, and supporting our employees' mental wellbeing.

We recognise the experience of mental distress is common and that anyone can be affected at any stage of their lives. We are committed to supporting any employees experiencing mental distress.

If you are experiencing distress, we will do as much as we can to help you to stay at work and/or support your return to work when you are ready.

Any health conditions or disabilities will be treated in confidence. We will never share any information about you unless you have agreed to it, and only to ensure your wellbeing and safety and that of those around you.

**How we will promote good mental wellbeing**

We will manage you in ways that promote your mental wellbeing.

As your employer, we will do the following:

- Encourage a culture of openness – you can speak up about any concerns at any time and know you will be heard.
- Make sure you feel supported to seek help for any issues or distress, including using conflict resolution processes.
- Make sure you understand what is expected of you at work – in your work tasks and acceptable behaviour.
- Check in with you at agreed times to ensure your workload is manageable, and to discuss any issues.
- Offer flexible work practices wherever possible and/or legally required.
- Support opportunities for professional skills development and growth.
- Employ and promote you based on your abilities, rather than any perceived disabilities.
- Not tolerate bullying, harassment, or discriminatory behaviour. (see our Health & Safety Policy and Operational procedures)

## **Our expectations of you**

You can do a lot to protect your own mental wellbeing at work.

As our employee, we expect you to:

- treat everyone with respect and civility
- speak up if you need help or support
- speak up about any bullying, harassment, or discriminatory behaviour you notice happening in our workplace
- take your own steps to stay mentally healthy at work (e.g. taking rest breaks, speaking up if stressed)
- support colleagues to speak up if they need help for anything affecting their mental health
- access support if you need it
- ask about options (e.g. flexible working arrangements, special leave) if you feel you need time away from work to manage your mental health.

## **Encouraging positive actions**

To maintain a mentally healthy workplace we will:

- consult with you and other employees about what workplace wellbeing means to you, and what initiatives you might like
- provide contact details for support services you can access easily and discreetly
- encourage you to take breaks, both to rest and to connect with others
- encourage you to get outside during breaks, which is good for your physical and mental wellbeing
- call for volunteers who can encourage and support good mental health in our workplace.





# NZC Communications Report

## New Zealand Fish and Game Council Meeting 170 – 24-24 August 2024

**Prepared by:** Maggie Tait, Principal Communications Advisor, NZ Fish and Game Council

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### Kōrero taunaki - Summary of considerations

#### **Purpose**

1. This report to the New Zealand Fish & Game Council provides an update on communications and public awareness work.

#### **Financial Considerations**

Nil       Budgetary provision       Unbudgeted

#### **Risk**

Low       Medium       High       Extreme

### Ngā taunaki - CEO Recommendations

CEO recommends that :

That NZC receives the update on communications and public awareness work. This report includes the overall ReWild campaign report, website performance and media for June and July.

## Whakarāpopoto - Executive Summary

2. This paper seeks to update you on main communications projects.

### Media

3. The clippings for Fish & Game proactive media are attached.

## Public Awareness Campaign

### Background:

4. Fish & Game has been running a successful social licence/public awareness campaign, ReWild, launched in November 2023.
5. The campaign was developed under the new organisational strategy direction; in particular, the Public Perception and Legitimacy heading: Understanding and reshaping public perception of Fish & Game New Zealand, angling and game bird hunting through positive messaging of natural environment protection, wild food harvesting and well-being through outdoor recreation.
6. This work underpins the Retain, Reactivate and Recruit (R3) strategy. It's the foundation required to refresh the Fish & Game and hunting and angling image, in a way that ensures it is inclusive and modern. It will support people who currently fish and hunt, draw back in those who have in the past and make it accessible for new people to give fishing and hunting a go.
7. The ReWild campaign seeks to:
  - Build public support for hunting and fishing and further embed hunting and fishing as part of who we are as a nation into the future.
  - While we have an engaged and thriving community, not everyone shares our passion or understands what we do, and the campaign aims to bring more people into hunting and fishing and strengthen our social licence.
  - The campaign also aims to unite our hunting and fishing sectors to be a stronger, more united, and consistent voice.
8. Key goals are to:
  - Get more people out fishing and hunting. That includes people who have done it in the past and first-timers.
  - Raise awareness of the organisation and the work it does, including species management and environment protection work.
  - Build public support for our mahi and our organisation.

# ReWild Campaign Report

November 7<sup>th</sup> 2023 – June 30<sup>th</sup> 2024

## Rewild connects with Kiwis



### THE WHY

Fish & Game works hard to protect and preserve wetlands and waterways and the species who call them home. But the majority of New Zealanders didn't know this.

So Fish & Game invited Kiwis to join in Rewilding Aotearoa - celebrating our wild places, the work we do to protect and preserve them, and our love of being outdoors.

### THE HOW

A digital-led plan across Paid Social, YouTube, Stuff and the NZ Herald, complemented by a fresh organic strategy on Facebook/Instagram.

### THE RESULTS

From November 2023 – June 2024, our messages were seen **10.8 million times**, reaching nearly **one quarter** of the New Zealand population. With over **97.5 thousand** engagements across all channels, we were flooded with support from Kiwis who share our love of wild places and now back our work.

### WHERE TO NEXT?

ReWild was an important first step in making a wider group of New Zealanders aware of Fish & Game and our Kaupapa. To continue building awareness and solidify support, ongoing investment is needed. We recommend two paid social media campaigns per year to kick off each fishing/hunting season, utilising tactical targeting on socials, seasonal trends & competitions to incentivise engagement.

\*Engagements = likes, reactions, comments, shares, link clicks, complete video views on FB/Insta, quiz starts, competition entries.

# Learnings and Recommendations

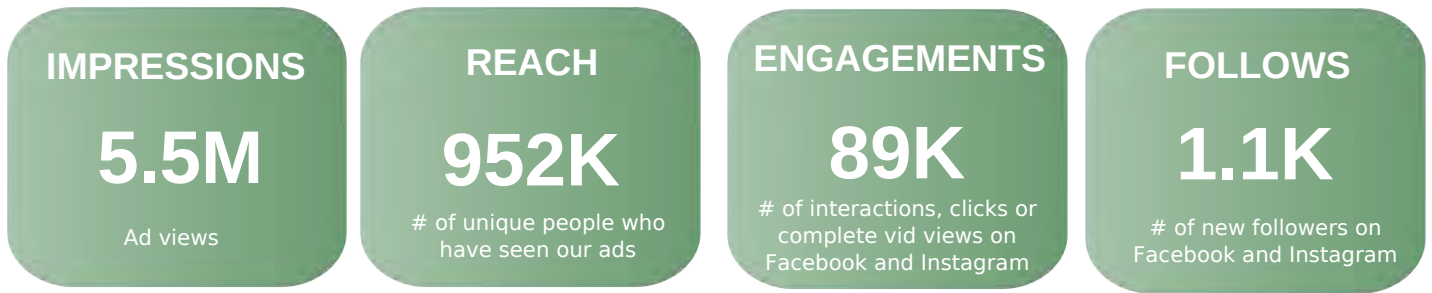
## ***Key Media Learnings***

- Facebook/Instagram allowed us to target specific segments of New Zealand who are interested in the outdoors, angling or hunting. By excluding current page followers from our targeting, we were able to expand our reach and educate/engage a broader population of NZ.
- YouTube was a strong channel for non-skippable messaging and getting our video content on the big screen – amplifying our messaging and impact.
- Stuff/NZ Herald delivered widespread awareness and credibility to the campaign.
- Our new organic strategy achieved a cohesive and genuine look & feel across social platforms. We not only *educated* our followers but *engaged* them using photo competitions and giveaways.

## ***Social Campaign Recommendations***

- Our messaging is clear to have resonated with kiwis across Aotearoa – but how can we keep momentum going?
  - Lean into user-generated-content: A 'Hunter's BeReal' competition where people send in both a front and back photo of not only their landscape, but the person/people behind the camera. Making it more human and relatable.
  - Use TikTok to reach a younger audience: UGC or reels from the regions could create the opportunity to introduce Fish & Game to TikTok – helping to connect with a younger audience who might not be familiar with F&G.
  - Virtual 'fishing tournament': Participants submit photos or videos of their catches along with measurements, with various awards for 'Biggest Fish,' 'Most Unique Fish,' and 'Best Scenic Background.' This approach encourages participants to go beyond simply catching a fish and taking a picture, it inspires them to get creative and connect with Fish & Game in a more engaging way.

# Facebook/Instagram: Our main driver



From November 2023 – June 2024, our ReWild messaging was seen **5.5 million** times on Facebook & Instagram, reaching **952k** unique people on average **5.8 times** each.

When compared to the previous year (Nov 2022-June 2023), our reach on Facebook **tripled** and visits to our Facebook and Instagram pages **doubled**.

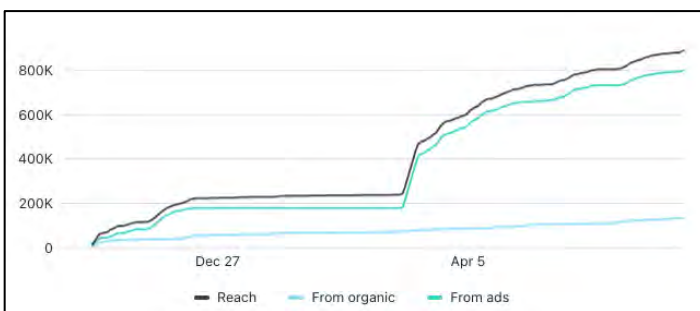
During the campaign, we received **10.8 thousand** content interactions (likes, comments, reactions, shares), **66 thousand** complete views on our video content, and **12.5 thousand** link clicks through to the Fish & Game website.

Our reach skewed towards **males aged 25-34**, however those **aged 55-64** clicked through at a higher rate (0.27% vs 0.14%).

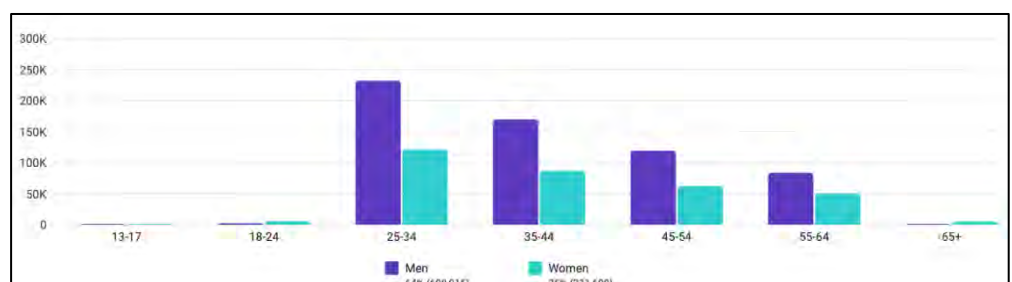
We also gained **1,159** new followers on our Facebook and Instagram pages, a **24%** increase when compared to the number of followers gained in the same period in the preceding year.

Not only did people engage with our content, but they actively showed us how they have been ReWilding, with **over 400** photos shared to us through our socials and website.

## Reach




## Age & Gender Distribution



# Our top performing posts

**Fish & Game New Zealand**  
Published by Eva Pattullo  
March 11

Never been hunting? Want to ReWild yourself?  
Enjoying the outdoors is part of who we as Kiwis. Give it a go - 'rewild' yourself and connect with nature, catch some kai and park your worries for a while.  
Licences for the 2024 Game Bird Hunting season on sale Thursday, 14th March.  
Learn how to get started with hunting here: <https://fishandgame.org.nz/game-bird.../getting-started/>



**Time to ReWild**  
#ReWildYourKai

**Fish & Game New Zealand**  
Public & Government Service

Learn more

**Fish & Game New Zealand**  
Published by Eva Pattullo  
May 17

The best furry companion. Snap a pic of your pup with your #WildKai and be in to win!  
Those puppy dog eyes could win you a selection of awesome prizes including hunting licences, a signed copy of Untouchable Girls by the Topp Twins, a \$50 Hunting & Fishing voucher, and a Fish & Game cookbook.  
Plus, you'll be in the draw to win the grand prize: a \$1,465 Ultimate Relaxation Package from Cross Hill Geo Domes at Lake Hāwea.  
Don't miss out! Competition runs from May-June.  
<https://www.fishandgame.org.nz/.../wild-your-kai-and-win>  
#WildKai #ReWildAotearoa




**Wild your kai & win**  
#WildKai

**Fish & Game New Zealand**  
Public & Government Service

Learn more

**Fish & Game New Zealand**  
Published by Maggie Tait  
May 14 at 9:32 PM

Sally Wenley's family love hunting and she got into as a nipper, aged eight. A bus crash in 1987 left her in a wheelchair and one of the things she lost was the ability to go duck hunting. Sally can now get back into it with an accessible maimai built especially for people like her. You can hear about Sally's hunting experience on RNZ <https://tinyurl.com/53xcpzdf> from 7:40 to 15:10. For more about our accessible maimai read this: <https://tinyurl.com/5bt3yjht>  
Fish & Game want... See more



**Maimai it's a beauty!**  
#ReWild

**Fish & Game New Zealand**  
Public & Government Service

See insights and ads

Boost post

133 likes 13 comments 6 shares

**Fish & Game New Zealand**  
Published by Maggie Tait  
November 7, 2023

Today Fish & Game New Zealand is launching #ReWild - a public communications campaign to build public support for fishing and hunting. We're calling on Kiwis to join us in protecting our freshwater rivers, lakes and wetlands with the aim of preserving the great Kiwi traditions of fishing and hunting for kai.  
We are relying on support from the fishing and hunting community to raise awareness of the campaign and the vital role fishing and hunting play in the lives of New Zealanders.  
If you're not already, follow our Fish & Game Facebook Page for regular campaign updates and posts and check out our campaign webpage here <https://rewild.fishandgame.org.nz/>. If you like what we are proposing, please share some of our posts and campaign content to your community.  
Thank you!



**We're rewilding Aotearoa**  
#ReWild  
[rewild.fishandgame.org.nz](https://rewild.fishandgame.org.nz/)

**Fish & Game New Zealand**  
Public & Government Service

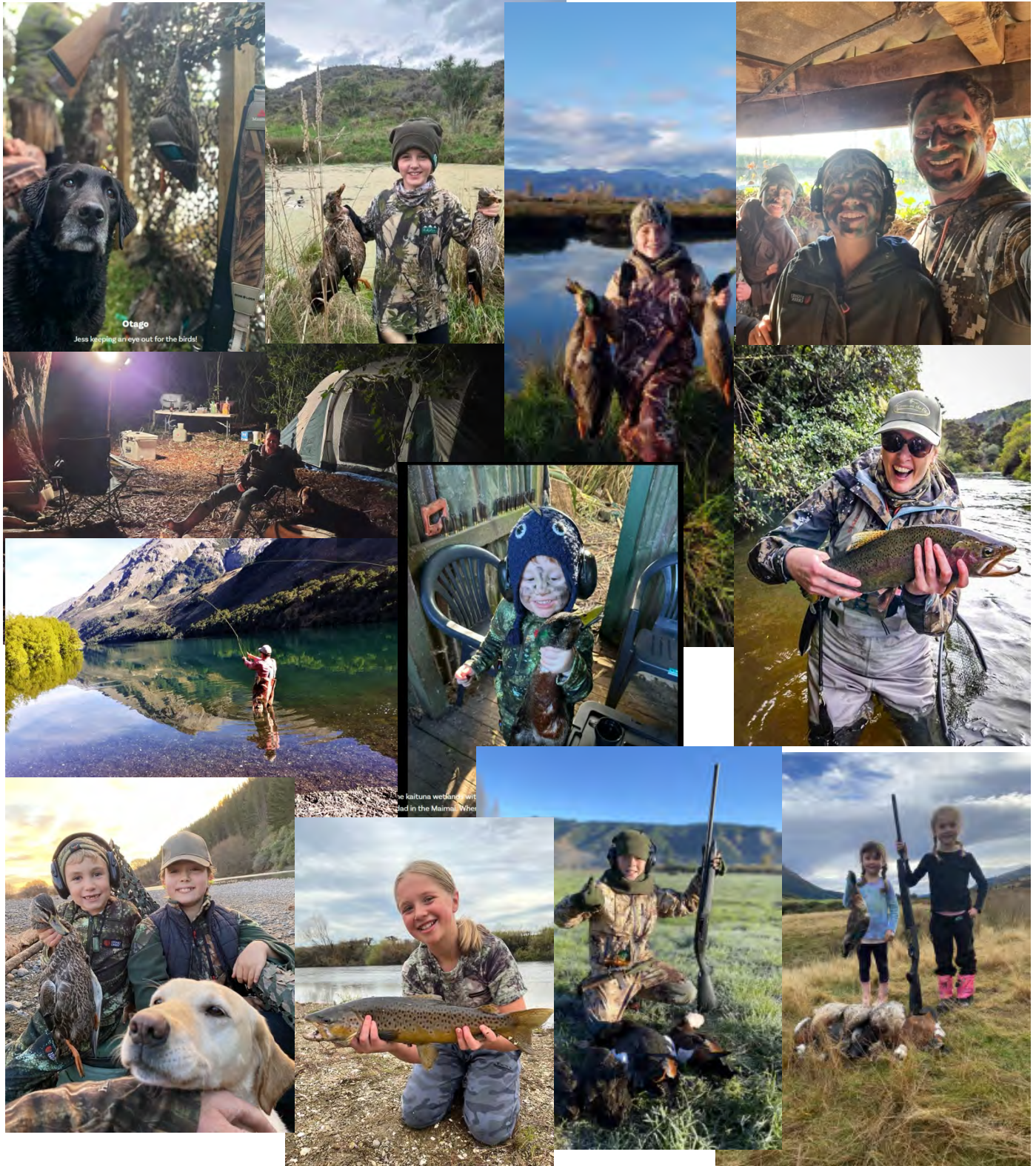
See insights and ads

Boost post

122 likes 11 comments 50 shares

# Kiwis Enjoying Our Wild Places

We ran two photo competitions during the campaign period where we encouraged more kiwis to get into the outdoors and show us how they were #ReWilding. Our 'That's my spot' photo competition ran from November - March and received **105+** entries. 'Wild your Kai' ran from May-June and received **242** entries.





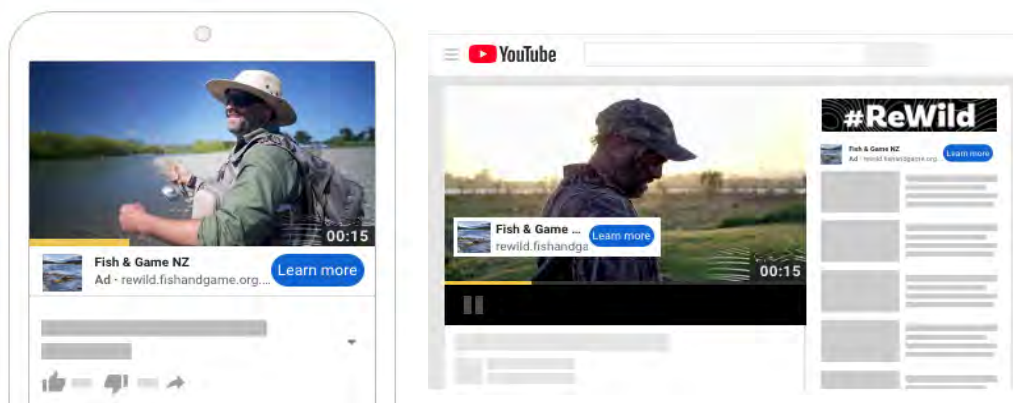
# Backed by Video

During the campaign, we ran two 15-second videos on YouTube. These were viewed **469,818** times, with **93%** of viewers watching them to completion – helping to embed our ReWild messaging during relevant times for Kiwis enjoying the fishing & game bird hunting seasons.

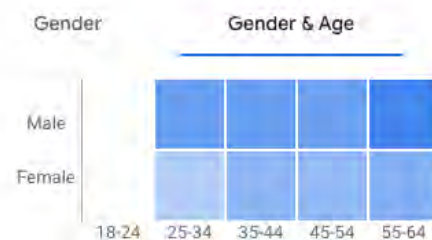
The audience segments we reached the most included those who are Outdoor Enthusiasts, those searching for Camping & Hiking videos and those interested in Fishing Equipment.

We reached our audience the most from Friday-Sundays, when fishing and hunting is at the forefront of their minds.

Our videos were viewed on TV Screens **84.2%** of the time, extending reach and impact to other viewers likely behind the screen.



## Who did we reach?



## When did we reach them?



## Where did we reach them?



# Thank you to the regions for ongoing involvement

With 170+ posts supporting ReWild across regional Fish & Game socials since November, the reach & impact of ReWild extended into local regions across Aotearoa.



**Hawke's Bay Fish & Game**  
June 10 at 10:43 AM · 🌐

The third weekend of May sees scores of children flock to a central Hawke's Bay farm to try their hand at duck hunting. For the past 25 years, farm manager Tony Jefferd has been instrumental in creating wetlands on the farm—a unique platform for the younger generation to have the opportunity at a fun social event to experience duck shooting and learn about environmental stewardship. Read more about this great event here <https://tinyurl.com/3she9wk4>

**Otago Fish and Game Council**  
May 14 at 8:49 PM · 🌐

Anglers have waded in to help a catchment group and a high-country farm restore and rewild an important spawning stream in Wānaka. The native restoration project took another big step today at Fern Burn, at Alpha Burn Station, at Glendhu Bay. The Wānaka Catchment Group's Wai Ora Project and Alpha Burn Station have contributed more than \$25,500 for 850 metres of new fencing for a streamside section retired from grazing. Fourteen volunteers from the Upper Clutha Angling Club Jo... See more



**North Canterbury Fish & Game**  
May 17 at 11:23 AM · 🌐

**Wild your kai & win**  
#WildKai



**Wakatipu Anglers Club NZ and 22 others**  
4 shares

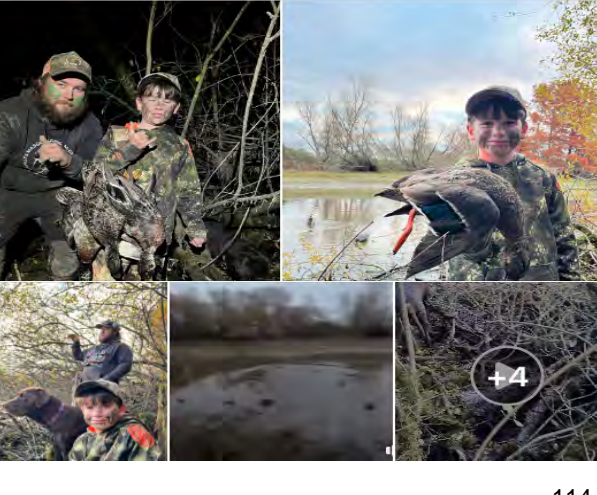
**Otago Fish and Game Council**  
May 24 at 5:00PM · 🌐

Dreaming of fish? Benjamin Boss sent us this photo of a beautiful brown trout he caught spin-fishing with a lure at Poolburn Dam only two days before the season closed. "Made my season for sure!" he said. "Put him back in the hope he could be in the double figures next year." What was your favourite fishing memory of the season? Comment and share your photos. Don't forget, plenty of fisheries are open year-round. Check the South Island 2023-24 fishing regulation guide for wat... See more



**Southland Fish & Game**  
May 8 at 10:30 AM · 🌐

OPENING WEEKEND WRAP-UP – We hope all hunters had a memorable opening weekend, enjoying time with friends and family while harvesting some tasty waterfowl. Hunting conditions were variable across the region and hunter success was a mixed bag, as is typical on opening day. It was nice to have some wind this year which undoubtedly helped hunters attract a few extra ducks into the decoys. Over the weekend, our staff teamed up with Police to check hunter compliance and this year,... See more



**Eastern Fish & Game**  
May 22 at 9:08 AM · 🌐

"Covered in mud, smelling like damp swamp and big grins as we dragged our gear and haul of mallards out." Sounds like a great time to us!!  
#rewild #fishandgamenz #duckhunting #waterfowl

# Increased support from the angling & hunting community

**Hunting & Fishing New Zealand**  
 May 23 at 6:30 PM · 🌐

Congrats to our **Hunting & Fishing New Zealand, Wairarapa** winner from the "Banded Together" competition alongside **Fish & Game New Zealand**.

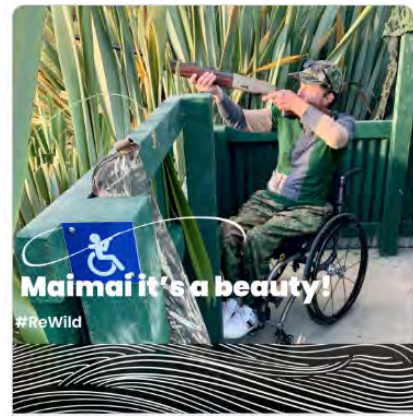
It's a key programme that allows Fish & Game NZ to monitor population trends, and help staff manage game bird resources with the tools of season lengths and bag limits. The information gathered is vital for waterfowl hunting in New Zealand, and benefits each and every game bird hunter.

If you've successfully harvested a duck with a band o... [See more](#)



**The Outdoors Hut**  
 May 15 at 11:26 AM · 🌐

Shooting is a sport for all abilities and acapabilities. You'll find something for you



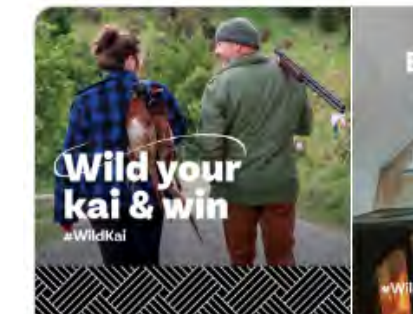
**Fish & Game New Zealand**  
 Public & Government Service

**Fish & Game New Zealand**  
 Published by Maggie Tait · May 14 at 9:32 PM · 🌐

Sally Wenley's family love hunting and she got into as a nipper, aged eight. A bus crash in 1987 left her in a wheelchair and one of the things she lost was the... [See more](#)

👍 2

**Women on The Fly NZ**  
 May 4 · 🌐



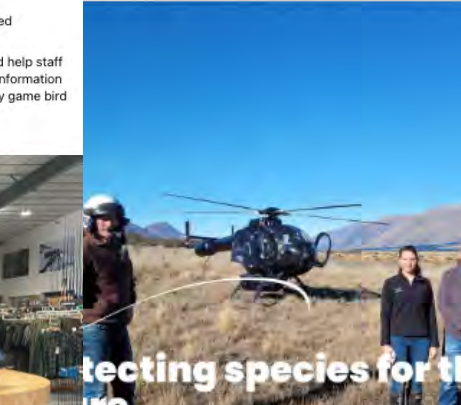
**Fish & Game New Zealand**  
 Published by Eva Pattullo · May 4 · 🌐

**COMPETITION ALERT**

To celebrate the opening of the Game Bird Hunting have an awesome competition for you: Wild Your Kai. Take a photo of y... [See more](#)

👍 You and 1 other

**NZ Salmon Anglers Association - Inc**  
 ... days ago · 🌐



**Tongariro River Motel**  
 May 24 at 1:14 PM · 🌐



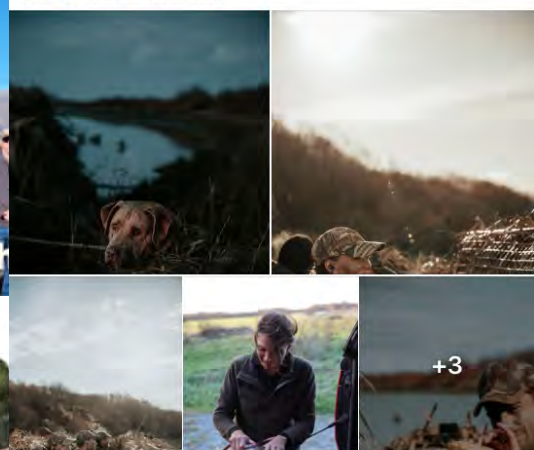
**Fish & Game New Zealand**  
 Published by Maggie Tait · May 23 at 1:43 PM · 🌐

**Reel Recovery** is a national non-profit organization that conducts free fly-fishing retreats for men living with all forms of cancer. Adult men (age 21+) in any ... [See more](#)

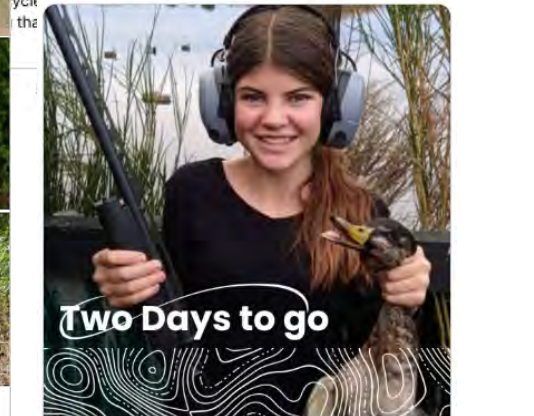
**Hunting & Fishing New Zealand**  
 March 23 at 10:00 AM · 🌐

Joined by **Fish & Game New Zealand** CEO Corina Jordan and top wild game chef Dariush Lolalay, the team set about harvesting some late season mallards for an elaborate duck dinner. Catch the season final of **NZ Hunter Adventures** on tomorrow at 8.30pm on **DUKE** (Freeview 6 / Sky 23) & **TVNZ**.

#huntingandfishingnz #outtheredoingit



👍 You and 46 others



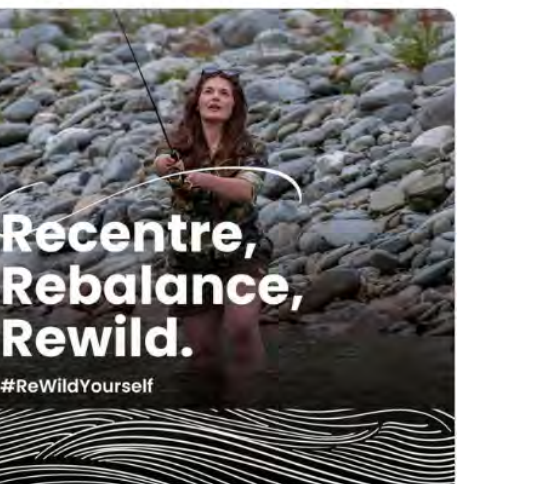
**Fish & Game New Zealand**  
 Published by Eva Pattullo · May 2 · 🌐

**TWO DAYS UNTIL OPENING** – who's excited? The start of hunting season has been a significant part of our Kiwi culture for generations. This weekend is all about... [See more](#)

👍 4

**Fly Fishing with Tony**  
 March 26 at 8:51 AM · 🌐

Here's a great opportunity for all ladies interested in fly-fishing.



**Fish & Game New Zealand**  
 Public & Government Service

[Sign up](#)

## Fish & Game ReWild Supporters

### Groups

- Engraving Systems 2020 - Whangarei
- Trout sting and soft bait fishing NZ
- Christchurch Fishing & Casting Club
- Wright Fishing & Outdoors
- West Coast Fish & Game
- Auckand Waikato Fish & Game
- Eastern Fish & Game
- Hawkes Bay Fish & Game
- NZDA Hutt Valley Branch
- Fly Fishing with Tony
- Wonderlab
- Northland Fish & Game
- Nelson Marlborough Fish & Game
- Otago Fish and Game Council
- Habitat Wise Group
- New Zealand Federation of Freshwater Angers
- Tongariro River Motel
- Christchurch Fishing & Casting Club
- Epic Fly Fish
- NZ Salmon Anglers Association
- Herenga ā Nuku Aotearoa Outdoor Access Commission
- Women on the fly NZ
- Dawn breakers
- Riversmiths
- Whakatane Trout Fishing Club
- Kevs Blog - Tautuku
- NZ Landcare Trust
- Be in the know West Coast
- New Zealand Professional Fishing Guides Association
- Cooking Game
- Southland Fish & Game
- North Canterbury Fish & Game
- Be in the know West Coast
- NZ Salmon Anglers Association
- Hamills Tauranga
- Motueka Catchment Collective
- Cameron Outdoors Ltd

- Rural Exchange
- The Council of Victorian Fly Fishing Clubs
- Mornington Peninsula Fly Fishing Inc
- Manic Tackle Project
- NZTroutApp
- ShootersWorld Gore
- Clutha Vets Pets
- Ovis Management Ltd
- Wright Fishing & Outdoors
- Reel Recovery New Zealand

- **Individuals:**

- Philipp Spahn
- Roger Wootton
- Nick Fox
- Paula Hawke
- Duncan Wilcox
- Paula Burden
- Gerald Wilson
- Peter Langlands
- Craig Benbow
- Rachel McNae
- Ken Lloyd
- Shirley Salisbury
- Abbie Dods
- Larry Burke
- Rod Brown
- Martyn Broeit
- Anne Gilchrist Gabrielsson
- Les Martin
- William Wright
- Evan Shaffrey
- Jon Gulino
- Carl McNeil
- Paula Munro
- Paul Tudor
- Ken Lloyd
- Dean Rattray
- Migraine Reyes Tayaban
- Jon Cartledge

- Michelle Simpson
- Murray Herbert
- Leigh Johnson
- Paul Lacy
- Richard Burdon
- Gerald Wilson
- Keith James Bungardt
- Mark Barrett
- Donna Jones
- Allan Drury
- Samuel Hereora
- Jess Dickens
- Aaron Maddox
- Graham Moss
- Ross Baker
- Helen Boyd
- Tim Gibson
- Hayden Roberts

*Please note that this is not all of the sharers, as some accounts have privacy settings preventing us from seeing who has shared the post.*

**Website:*****Content and development (see also new content)***

## June

- Rewild
- Photo competitions Wild Your Kai
- Election forms
- News items
- Wellington/Taranaki Regional Hunting Bulletin
- Both Barrels EDM + pages June
- Both Barrels EDM + pages July
- Fishing events calendar

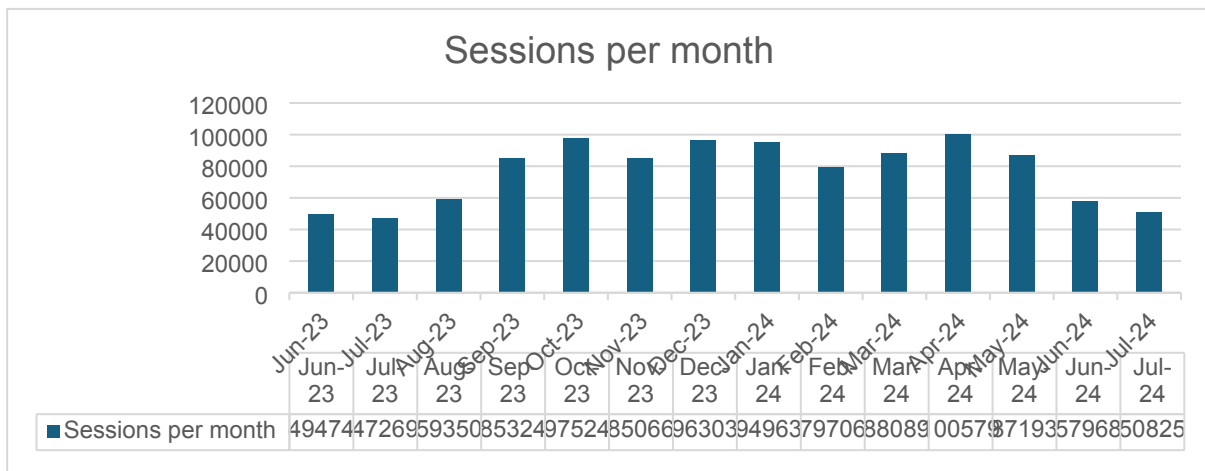
## July

- High Pathogenicity Avian Influenza
- News
- Rewild
- Meeting info & reports
- Hawke's Bay F&G Education Centre
- Beginner fishing class
- Game Bird Habitat publications

**Most viewed pages**

Most viewed pages	Views June 2024	Views July 2024
Homepage	24,368	19,539
/shop (Eyede)	9,682	9,085
/game-bird-hunting-in-new-zealand/hunting-in-action/this-season/updates/latest-season-and-bag-limits	7,562	4,787
/cart (Eyede)	6,281	4,583
/freshwater-fishing-in-new-zealand/fishing-licences-and-regulations/fishing-regulations	4,887	4,521
/cart/purchasestepper (Eyede)	4,642	3,309
/freshwater-fishing-in-new-zealand/fishing-licences-and-regulations/standard-licence-options/	4,034	3,795
/freshwater-fishing-in-new-zealand/fishing-licences-and-regulations/general-fishing-licence-info/	4,033	3,564
/freshwater-fishing-in-new-zealand/where-to-fish/	3,293	3,274
/freshwater-fishing-in-new-zealand/where-to-fish/regional-info	1,171	1,334

**Site visits by month 13-month trend.**



\* A session is a single period of time in which a user is actively engaged with the website, including clicks, page views, etc.

\*\* In April 2023, the website switched from Universal Analytics to Google Analytics 4. GA4 tracks sessions and other metrics differently to UA, but these differences are not significant.

**New content:**

June

- Both Barrels June for every region
- Regional Hunting Bulletins for Wellington Taranaki Region
- Hawkes Bay Fish and Game Education Centre
- Hunting locations for mobility-impaired
- Seeking Angler feedback
- Fishing News and events

July

- Both barrels July for every region
- High Pathogenicity Avian Influenza
- Meeting info & reports
- Hawke’s Bay F&G Education Centre
- Beginner fishing class
- Game Bird Habitat publications



**Most Searched Queries in Google****June 2024**

Most viewed pages	Views June 2024
South Island fishing regulations	31
Fish & game regulations	28
Southland fish & game	19
Fish & Game Hawkes Bay	18
Fishing regulations South Island	18
Lake Coleridge fishing regulations	16
Fish and Game Rotorua	15
North canterbury fish and game	14
Eastern fish and game	13
Waimakariri river fishing	13

**July 2024**

Most viewed pages	Views July 2024
Fish & game regulations	22
Eastern fish and game	21
Fish and game Rotorua	20
Lake Coleridge fishing regulations	19
North canterbury fish and game	16
South Island fishing regulations	14
Fish & Game Hawkes Bay	13
Lake Benmore fishing	12
Waimakariri river fishing	12
Canadian geese nz	10

**EDMs**

Date	Subject	Recipients	Open %	Clicked %	Unsubscribe + spam %
6 June	Wellington/Taranaki Regional Hunting Bulletin	5,064	39.1%	0.5%	0.2%
13 June	Wellington/Taranaki Regional Hunting Bulletin	5,451	49.5%	4.2%	0.15%
20 June	Wellington/Taranaki Regional Hunting Bulletin	5,429	48.8%	0.2%	0.14%
21 June	Both Barrels June	34,435	49.9%	8.4%	0.2%
27 June	Wellington/Taranaki Regional Hunting Bulletin	5,409	47.7%	0.19%	0.22%
5 July	Taranaki Have your say on the future of Ringplain Trout fisheries	313	61.5%	13.1%	0.25%
10 July	Taranaki Have your say on the future of Ringplain Trout fisheries	289	61.8%	10.1%	0%
18 July	Newsletter July – Licence Holders & stakeholders	188,803	40.3%	0.5%	0.34%
24 July	Both Barrels July	34,348	51.4%	9.6%	0.25%

The industry-standard open rate for Forestry, Fishing and Hunting is 27.3%

**Proactive Media Calendar – June 2024**

Date	Topic	Channel	Spokesperson and comms person	Published
11 July	GBHT nomination	PR	Todd McClay	minimal
4 July	Elections enrol	PR	Barrie	widespread

**Presentations Financial year 2023-2024**

Date	Topic	Who	Spokesperson and comms person	Attendees and survey info
5 August 2024	Our work, social licence and ReWild	Wellington Fly Fishing Club	Corina	30
9 July 2024	Our work	Auckland Freshwater Anglers Club Auckland	Corina	

11-12 June	Chaired panel	EDS conference Christchurch	Corina	200
25 May	Our work, social licence and ReWild	Women on the Fly in Tauranga	Corina	
25 May	Designated waters and ReWild campaign update	Professional Fishing Guides  Commodore Hotel Chch	Richie	50
25 May	Women and Fishing	Women on the Fly workshop keynote speech  Tauranga	Corina	
10 May	environmental issues anglers should be aware of	Queenstown  Patagonia  Women's Intro to Fly Fishing in-store event	Corina	
6 May	Our work	Wellington Flyfishers Club AGM	Corina	
10 April 2024	Advocacy	Wellington  Kellogg Rural Leadership Programme panel	Corina	30
4 April 2024	Women on the Fly	Nelson/Marl F&G	Corina	30
2 Feb 2024	World Wetlands Day  Underwood Reserve completion	Underwood Reserve	Corina	30
Nov 13 2023		Hutt Valley Anglers Club	Corina	

### Future work and emerging risks

**Elections** – We are working on encouraging diversity in nominations.

**Document** marking 35 years of Fish & Game. This document contains stories highlighting our work and successes over the years.

**Extension** work is starting. We will create a suite of resources on our website to help people learn and improve their angling and hunting skills.

### Risks

Potential issues around elections with councillors creating controversies.

Designated waters

Friday, August 2, 2024 at 13:05:54 New Zealand Standard Time

**Subject:** Fish & Game Weekly Fuseworks Report  
**Date:** Friday, 2 August 2024 at 10:05:16 AM New Zealand Standard Time  
**From:** Fuseworks Media  
**To:** Fuseworks Weekly  
**Attachments:** cfe93733-f1d4-44e7-8808-fd3fce3df743.png, visualisation8821900538333032608.png, visualisation7287130708082245086.png, visualisation702826740600083898.png

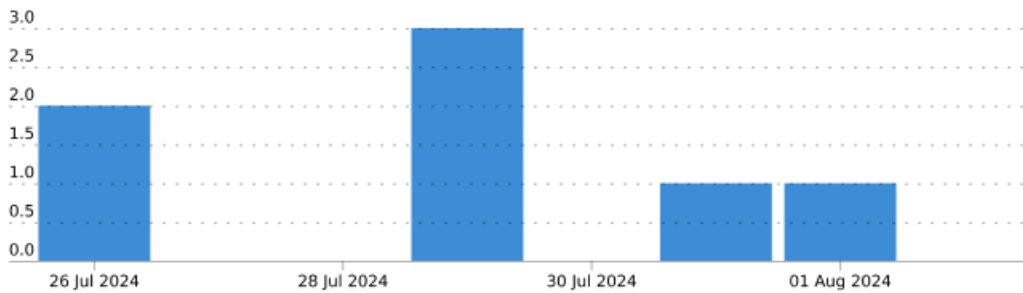
CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



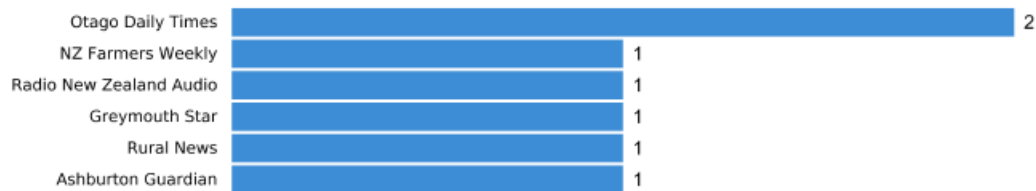
## Fish & Game

Contains 7 items within the date range 10AM 26/07/2024 - 10AM 02/08/2024.

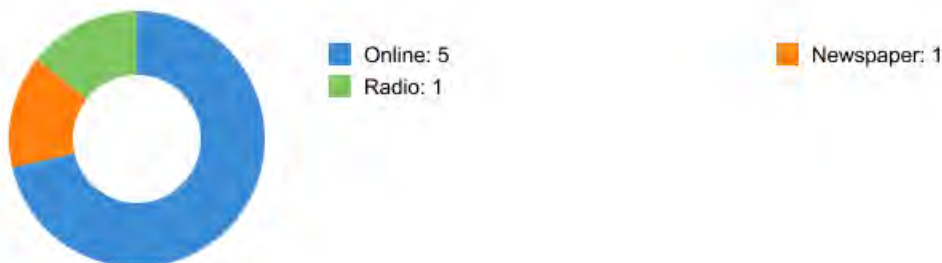
### Volume



### Sources



### Content Types



## Bendigo wetland reserve restoration work praised

**From** Otago Daily Times  
**Published** 04:05 02/08/2024

The Otago **Fish & Game**-led project has been supported by two EcoFund grants from the Otago Regional Council. ... **Fish & Game** officer Ben Sowry said there were challenges in doing wetland restoration, but the Bendigo reserve was an excellent example of everyone pulling together to enhance the ecology. ... The reserve is one of several wetland restoration projects supported by **Fish & Game's** habitat enhancement fund, which redistributes diversion fees for angling and game-bird hunting offences.

## Council to workshop Lake Camp issues

**From** Ashburton Guardian, Jonathan Leask  
**Published** 19:06 01/08/2024

Having representatives from ECan, DOC, Te Runanga Arowhenua, **Fish** and **Game**, the hut holders and other parties to add the various perspectives would benefit the workshop.

## The Panel with Leonie Freeman & Shane Te Pou (Part 2)

**From** Radio New Zealand Audio  
**Published** 19:51 31/07/2024

[00:18:05] The diversion, even though **Fish** and **Game** [NZ] used to hold the consent for it, still used to work every now and again, but now the flood has taken it away permanently.

## ORC sees its EcoFund dollars at work

**From** NZ Farmers Weekly  
**Published** 14:27 29/07/2024

Otago Regional Council representatives saw first-hand how the council's EcoFund is supporting an Otago **Fish & Game** project to restore a wildlife management reserve in Central Otago. ... A group of ORC councillors and staff were shown around a planting area at the **Fish & Game**-managed Bendigo Wildlife Management Reserve near Cromwell. ... **Fish & Game** officer Ben Sowry highlighted some of the challenges of wetland restoration while thanking the ORC and community volunteers who had helped **Fish & Game** plant more than 3000 native plants at the reserve since 2022.

## Feds leader to stand for DairyNZ board

**From** Rural News, Sudesh Kissun  
**Published** 10:38 29/07/2024

McIntyre's governance roles include being a current member of the **Fish** and **Game** Wellington council.

## Help shape angling and hunting heritage

**From** Otago Daily Times  
**Published** 04:32 29/07/2024

After 27 years serving as an Otago **Fish & Game** councillor, I have experienced first-hand the rewards and importance of contributing to the governance of our angling and game bird hunting resources. ... Today, I encourage New Zealanders who share my love for these activities to consider standing as a candidate in the upcoming regional **Fish & Game** council elections. ... **Fish & Game** councils play a crucial role in preserving our angling and game-bird hunting heritage.

## Mussels dying off as water level falls at Canterbury lake

**From** Otago Daily Times, Susan Sandys  
**Published** 14:46 26/07/2024

The Ōtūwharekai Working Group is made up of representatives from ECan, government departments, local farmers, runanga, the Ashburton District Council and **Fish** and **Game** NZ.

## Bid to lift Whataroa poison hunting ban

**From** Greymouth Star  
**Published** 00:00 26/07/2024

**On Page:** INCE 18 1

**Fish** and **game** West Coast manager Dean Kelly said Zip confirmed that gamebirds were safe to harvest as the brodifacoum bait was used in bait stations.

This is an automatic email. Please contact [smay@fishandgame.org.nz](mailto:smay@fishandgame.org.nz) to be removed Powered by Fuseworks.

[Manage my subscriptions](#)

Report ID: f409830b-9f85-448b-acb9-863e47406784

## Licence Sales Update

**New Zealand Fish and Game Council Meeting 170 – 23<sup>rd</sup> and 24<sup>th</sup> August 2024**

**Prepared by:** Kate Thompson, Eastern Fish & Game Council, Licence Working Party

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### **Kōrero taunaki - Summary of considerations**

#### ***Purpose***

To inform the New Zealand Fish and Game Council of progress on licence sales year to date and compare results to the same period of prior seasons.

#### ***Financial Considerations***

Nil       Budgetary provision       Unbudgeted

#### ***Risk***

Low       Medium       High       Extreme

#### **CEO Recommendations - Ngā taunaki**

CEO recommends that NZC:

- 1      Receive the information as presented in the Licence Sales Update dated 31 July 2024.

**Fish Licence Sales 2023-24 Season YTD (Appendix 1)**

- 2 Nationally fish licence LEQ's reported for 2023-24 season YTD to 31 July 2024 are 1.7% behind sales reported for the same period of the 2022-23 season.
- 3 98.1% of the annual sales target has been met YTD.
- 4 Assuming fish licence sales for the remainder of the 2023-24 season continue to track at 1.7% below the 2022-23 season the total LEQ's to 31 August will end the financial year in the vicinity of 73,083 LEQ's against a budget of 74,060 LEQ's. That's a difference of 977 LEQ's and is 1.3% below budget.
- 5 In dollar terms a variance of 1.3% (977 LEQ's) equates to \$129,947 and after adding sales which occurred in September 2023 for the 2022-23 season the net result nationally for the 2023-24 financial year is expected to be nearer to \$82,000 below budget, based on this assumption that sales will track on current path to the end of the season.

**Estimate of Complete Season 2023-24 vs Total Budget 2023-24 based on current YTD variance**

2023-24 Budgeted LEQ's	74,060	100.0%	\$9,853,149
2022-23 Complete Season* LEQ's	74,367		
2023-24 Est. year end based on current variance	73,083	98.7%	\$9,723,202
<b>Est Shortfall/Surplus 2023-24 Season vs Budget</b>	<b>-977</b>	<b>-1.3%</b>	<b>-\$129,947</b>

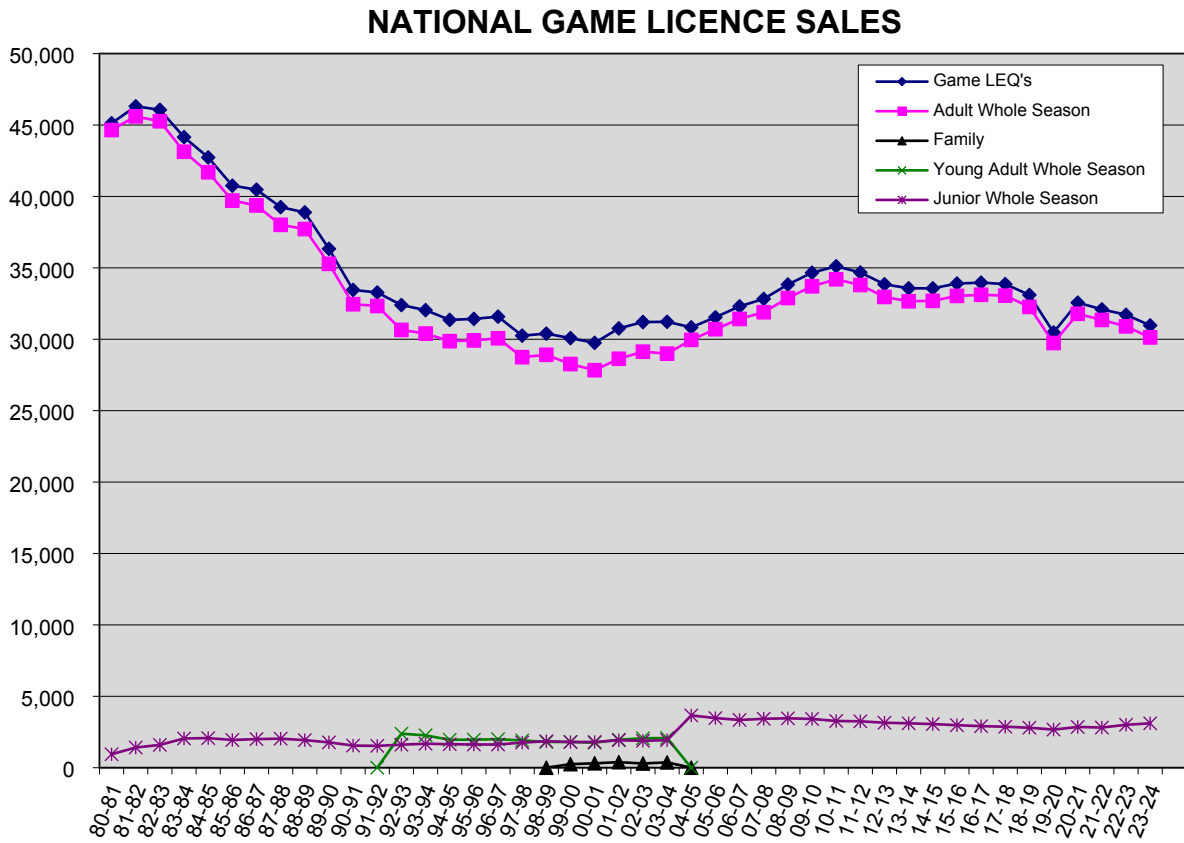
**Designated Waters Salmon Licence Sales 2023-2024 Complete Season**

- 6 Purchases of the season Designated Waters Licence for residents totalled 11,568 for the 2023/24 Season (\$50,295), and non-resident day Designated Water Licences 2,771 (\$96,382). Salmon Licences sold for the season totalled 11,622 (\$40,424).
- 7 Redistribution of the Designated Waters and Salmon licence proceeds between regions has been completed.

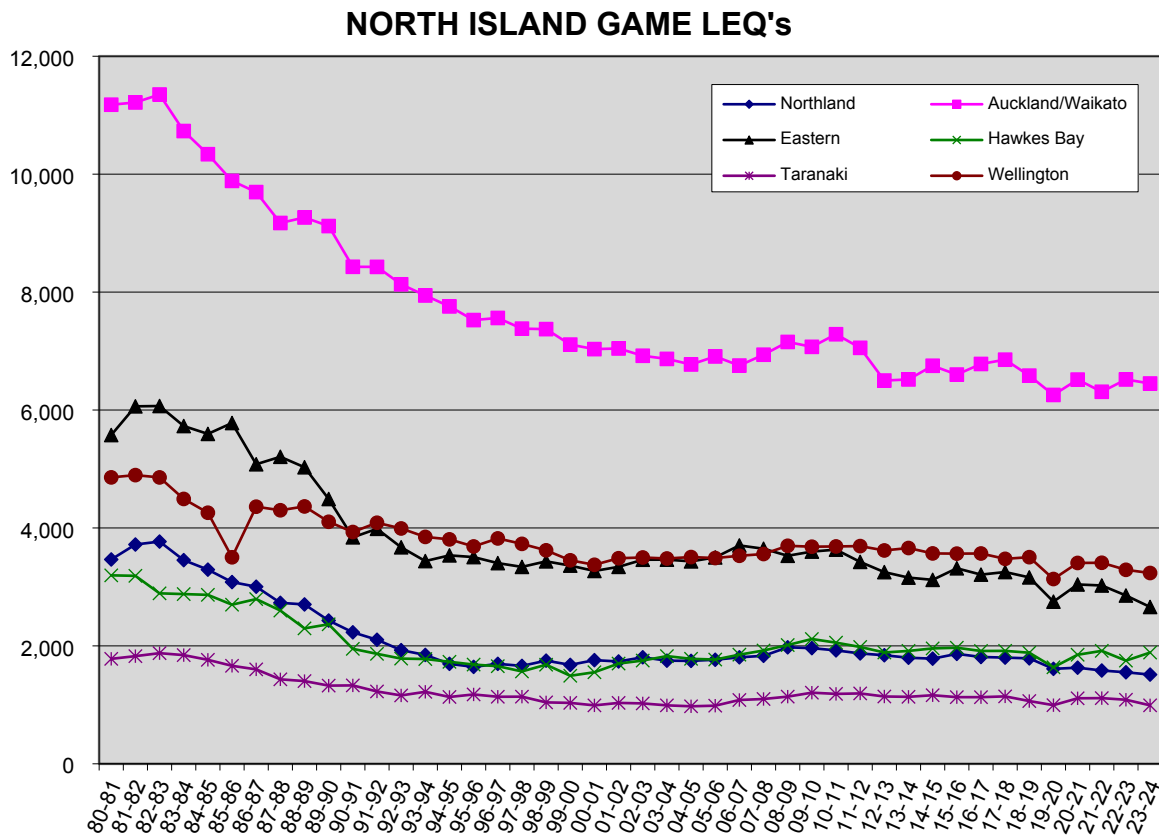
**Game Licence Sales 2024 Season YTD (Appendix 2)**

- 8 Game licence LEQ's reported for 2024 season YTD to 31 July 2024 are 2.2% below of results reported for the same period of the 2023 season.
- 9 97.5% of the annual sales target has been met and further sales will be minimal for the remainder of the 2024 Game Bird Season. Total Budget for 2023-24 Season was 31,763 LEQ's, total sales 30,965 LEQ's, variance to budget 798 LEQ's or \$74,851 below budget.

**Graph 1 National Game Licence Sales by Category**

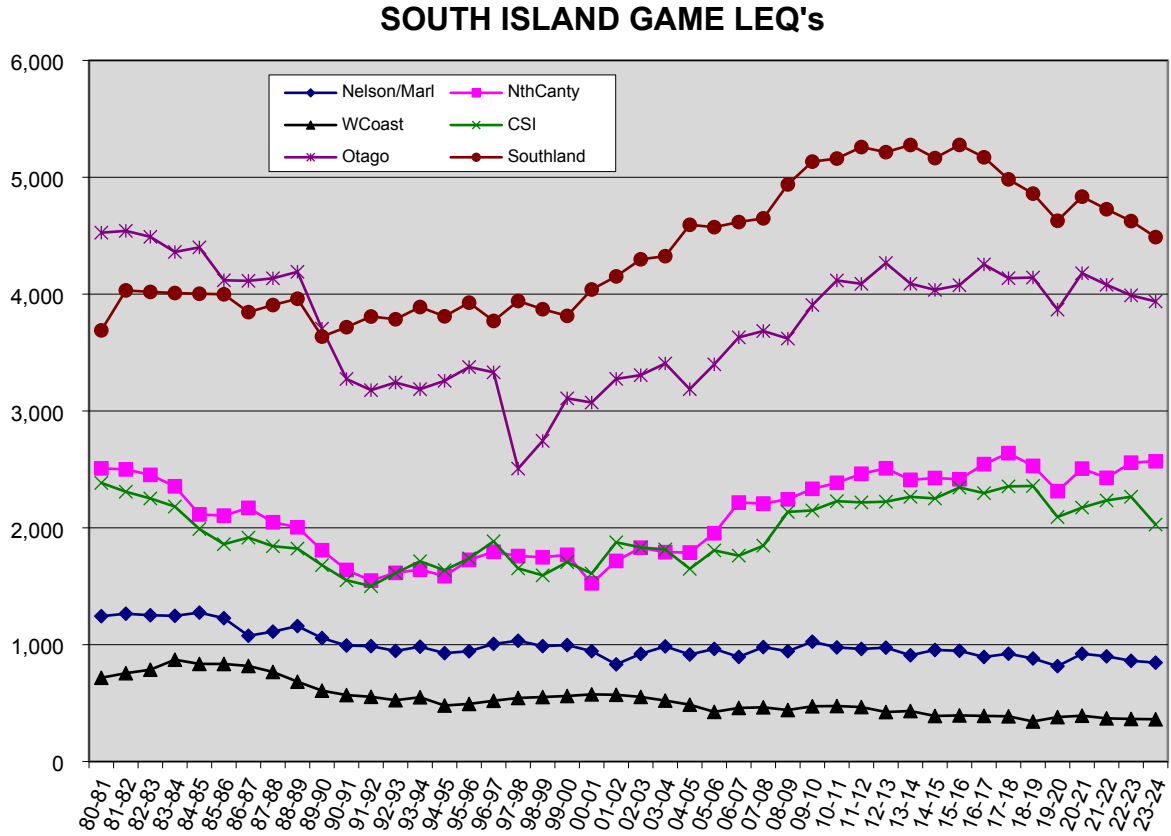


**Graph 2 North Island Game Licence LEQ's**





**Graph 3 South Island Game Licence LEQ's**



### Appendix 1: National Fish Licence Sales YTD to 31 July

	Channel	FWF	FWA	FWNA	FSLA	FLAA	FWIA	FLBA	FSBA	FDA	FDNA	FWJ	FWNJ	FDJ	FDNJ	FWC	FWNC	FDNC	SRSE	DWLR	DWLN	Total Fish	Fish LEQ	Fish Var	Fish \$	Inc/Dec
Northland	Public Online	33	84	102	2	8	19	3	22	99	121	13	2	12	1	66	2	0	0	0	0	589				
	Agency Online	12	31	3	6	4	7	2	1	2	1	6	0	0	0	9	0	0	9	0	0	0	93			
2022-2023	<b>Total</b>	<b>45</b>	<b>115</b>	<b>105</b>	<b>8</b>	<b>12</b>	<b>26</b>	<b>5</b>	<b>23</b>	<b>101</b>	<b>122</b>	<b>19</b>	<b>2</b>	<b>12</b>	<b>1</b>	<b>75</b>	<b>2</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>682</b>	<b>449</b>		<b>\$56,641</b>	
2023-2024	Public Online	31	88	86	6	8	23	3	28	94	132	22	3	30	4	97	4	2	0	0	0	661				
	Agency Online	13	35	11	9	2	6	0	4	14	0	6	1	3	0	6	0	0	9	7	0	126				
2023-2024	<b>Total</b>	<b>44</b>	<b>123</b>	<b>97</b>	<b>15</b>	<b>10</b>	<b>29</b>	<b>3</b>	<b>32</b>	<b>108</b>	<b>132</b>	<b>28</b>	<b>4</b>	<b>33</b>	<b>4</b>	<b>103</b>	<b>4</b>	<b>2</b>	<b>9</b>	<b>7</b>	<b>0</b>	<b>787</b>	<b>458</b>	<b>2.0%</b>	<b>\$60,956</b>	<b>\$4,315</b>
Auckland Waikato	Public Online	370	929	192	168	116	133	7	132	907	481	205	9	155	7	573	6	1	0	0	0	4,391				
	Agency Online	183	513	50	96	44	64	7	63	215	37	59	1	19	1	88	2	1	25	0	0	1,468				
2022-2023	<b>Total</b>	<b>553</b>	<b>1442</b>	<b>242</b>	<b>264</b>	<b>160</b>	<b>197</b>	<b>14</b>	<b>195</b>	<b>1122</b>	<b>518</b>	<b>264</b>	<b>10</b>	<b>174</b>	<b>8</b>	<b>661</b>	<b>8</b>	<b>2</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>5,859</b>	<b>3,495</b>		<b>\$440,693</b>	
2023-2024	Public Online	361	922	184	171	124	129	13	195	1,083	524	244	13	206	11	701	7	7	0	0	0	4,895				
	Agency Online	209	547	45	98	50	47	10	61	198	40	65	2	22	0	123	0	2	13	26	0	1,558				
2023-2024	<b>Total</b>	<b>570</b>	<b>1469</b>	<b>229</b>	<b>269</b>	<b>174</b>	<b>176</b>	<b>23</b>	<b>256</b>	<b>1281</b>	<b>564</b>	<b>309</b>	<b>15</b>	<b>228</b>	<b>11</b>	<b>824</b>	<b>7</b>	<b>9</b>	<b>13</b>	<b>26</b>	<b>0</b>	<b>6,453</b>	<b>3,600</b>	<b>3.0%</b>	<b>\$479,022</b>	<b>\$38,329</b>
Eastern	Public Online	1,328	1,032	197	271	664	297	37	606	2,379	757	238	12	362	17	967	7	20	0	0	0	9,191				
	Agency Online	994	879	115	240	774	168	24	206	709	417	186	11	75	15	72	2	11	69	0	0	4,967				
2022-2023	<b>Total</b>	<b>2322</b>	<b>1911</b>	<b>312</b>	<b>511</b>	<b>1438</b>	<b>465</b>	<b>61</b>	<b>812</b>	<b>3088</b>	<b>1174</b>	<b>424</b>	<b>23</b>	<b>437</b>	<b>32</b>	<b>1039</b>	<b>9</b>	<b>31</b>	<b>69</b>	<b>0</b>	<b>0</b>	<b>14,158</b>	<b>8,549</b>		<b>\$1,077,873</b>	
2023-2024	Public Online	1,262	1,030	183	259	563	249	54	744	2,875	920	297	24	419	26	1,228	8	16	0	0	0	10,157				
	Agency Online	926	775	117	238	852	156	23	261	788	465	187	6	129	21	120	0	6	48	24	47	5,189				
2023-2024	<b>Total</b>	<b>2188</b>	<b>1805</b>	<b>300</b>	<b>497</b>	<b>1415</b>	<b>405</b>	<b>77</b>	<b>1005</b>	<b>3663</b>	<b>1385</b>	<b>484</b>	<b>30</b>	<b>548</b>	<b>47</b>	<b>1348</b>	<b>8</b>	<b>22</b>	<b>48</b>	<b>24</b>	<b>47</b>	<b>15,346</b>	<b>8,411</b>	<b>-1.6%</b>	<b>\$1,119,063</b>	<b>\$41,190</b>
Hawke's Bay	Public Online	230	506	175	99	62	52	11	80	324	236	105	3	41	4	221	7	4	0	0	0	2,160				
	Agency Online	150	427	67	137	90	24	4	30	105	285	74	1	7	4	42	0	0	10	0	0	1,457				
2022-2023	<b>Total</b>	<b>380</b>	<b>933</b>	<b>242</b>	<b>236</b>	<b>152</b>	<b>76</b>	<b>15</b>	<b>110</b>	<b>429</b>	<b>521</b>	<b>179</b>	<b>4</b>	<b>48</b>	<b>8</b>	<b>263</b>	<b>7</b>	<b>4</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>3,617</b>	<b>2,497</b>		<b>\$314,812</b>	
2023-2024	Public Online	207	500	137	92	78	87	6	164	491	379	169	7	116	2	398	2	1	0	0	0	2,836				
	Agency Online	103	364	81	127	61	49	2	30	126	346	76	1	23	7	41	0	2	8	16	43	1,506				
2023-2024	<b>Total</b>	<b>310</b>	<b>864</b>	<b>218</b>	<b>219</b>	<b>139</b>	<b>136</b>	<b>8</b>	<b>194</b>	<b>617</b>	<b>725</b>	<b>245</b>	<b>8</b>	<b>139</b>	<b>9</b>	<b>439</b>	<b>2</b>	<b>3</b>	<b>8</b>	<b>16</b>	<b>43</b>	<b>4,342</b>	<b>2,427</b>	<b>-2.8%</b>	<b>\$322,850</b>	<b>\$8,037</b>
Taranaki	Public Online	87	233	94	31	25	21	1	44	129	232	43	3	35	5	180	4	5	0	0	0	1,172				
	Agency Online	37	198	10	52	18	12	2	17	28	10	48	0	5	0	47	0	0	15	0	0	499				
2022-2023	<b>Total</b>	<b>124</b>	<b>431</b>	<b>104</b>	<b>83</b>	<b>43</b>	<b>33</b>	<b>3</b>	<b>61</b>	<b>157</b>	<b>242</b>	<b>91</b>	<b>3</b>	<b>40</b>	<b>5</b>	<b>227</b>	<b>4</b>	<b>5</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>1,671</b>	<b>1,026</b>		<b>\$129,399</b>	
2023-2024	Public Online	58	216	91	33	25	25	2	56	159	263	58	4	48	3	307	3	0	0	0	0	1,351				
	Agency Online	46	201	7	51	20	14	4	35	41	14	52	0	12	0	79	0	0	11	22	0	609				
2023-2024	<b>Total</b>	<b>104</b>	<b>417</b>	<b>98</b>	<b>84</b>	<b>45</b>	<b>39</b>	<b>6</b>	<b>91</b>	<b>200</b>	<b>277</b>	<b>110</b>	<b>4</b>	<b>60</b>	<b>3</b>	<b>386</b>	<b>3</b>	<b>0</b>	<b>11</b>	<b>22</b>	<b>0</b>	<b>1,960</b>	<b>1,014</b>	<b>-1.2%</b>	<b>\$134,857</b>	<b>\$5,457</b>
Wellington	Public Online	233	834	153	154	111	76	6	41	274	126	123	5	92	2	490	3	2	0	0	0	2,725				
	Agency Online	168	671	18	146	83	35	5	18	59	42	93	0	33	0	190	0	0	52	0	0	1,613				
2022-2023	<b>Total</b>	<b>401</b>	<b>1505</b>	<b>171</b>	<b>300</b>	<b>194</b>	<b>111</b>	<b>11</b>	<b>59</b>	<b>333</b>	<b>168</b>	<b>216</b>	<b>5</b>	<b>125</b>	<b>2</b>	<b>680</b>	<b>3</b>	<b>2</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>4,338</b>	<b>2,969</b>		<b>\$374,340</b>	
2023-2024	Public Online	224	805	124	155	146	95	10	72	526	283	230	3	147	7	790	3	2	0	261	76	3,959				
	Agency Online	155	654	11	142	104	42	3	26	79	39	162	0	49	2	159	0	0	43	65	0	1,735				
2023-2024	<b>Total</b>	<b>379</b>	<b>1459</b>	<b>135</b>	<b>297</b>	<b>250</b>	<b>137</b>	<b>13</b>	<b>98</b>	<b>605</b>	<b>322</b>	<b>392</b>	<b>3</b>	<b>196</b>	<b>9</b>	<b>949</b>	<b>3</b>	<b>2</b>	<b>43</b>	<b>326</b>	<b>76</b>	<b>5,694</b>	<b>3,023</b>	<b>1.8%</b>	<b>\$402,184</b>	<b>\$27,844</b>
Nelson/Marl	Public Online	346	617	231	128	84	57	5	59	561	274	148	9	114	2	677	4	3	0	0	0	3,319				
	Agency Online	423	912	349	204	88	65	5	44	142	295	121	4	31	1	175	1	2	438	0	0	3,300				
2022-2023	<b>Total</b>	<b>769</b>	<b>1529</b>	<b>580</b>	<b>332</b>	<b>172</b>	<b>122</b>	<b>10</b>	<b>103</b>	<b>703</b>	<b>569</b>	<b>269</b>	<b>13</b>	<b>145</b>	<b>3</b>	<b>852</b>	<b>5</b>	<b>5</b>	<b>438</b>	<b>0</b>	<b>0</b>	<b>6,619</b>	<b>4,377</b>		<b>\$551,886</b>	
2023-2024	Public Online	323	559	239	134	118	70	5	88	616	391	178	8	170	6	726	8	6	0	775	204	4,624				
	Agency Online	413	926	312	229	104	55	11	37	171	187	118	1	25	3	178	1	2	280	1,081	386	4,520				
2023-2024	<b>Total</b>	<b>736</b>	<b>1485</b>	<b>551</b>	<b>363</b>	<b>222</b>	<b>125</b>	<b>16</b>	<b>125</b>	<b>787</b>	<b>578</b>	<b>296</b>	<b>9</b>	<b>195</b>	<b>9</b>	<b>904</b>	<b>9</b>	<b>8</b>	<b>280</b>	<b>1856</b>	<b>590</b>	<b>9,144</b>	<b>4,343</b>	<b>-0.8%</b>	<b>\$577,789</b>	<b>\$25,903</b>
North Canterbury	Public Online	1,133	1,893	167	314	110	143	8	205	1,431	507	377	8	188	8	1,832	7	15	2,384	0	0	10,730				
	Agency Online	1,656	2,858	189	813	71	151	11	196	373	101	312	6	37	2	396	4	0	4,017	0	0	11,193				
2022-2023	<b>Total</b>	<b>2789</b>	<b>4751</b>	<b>356</b>	<b>1127</b>	<b>181</b>	<b>294</b>	<b>19</b>	<b>401</b>	<b>1804</b>	<b>608</b>	<b>689</b>	<b>14</b>	<b>225</b>	<b>10</b>	<b>2228</b>	<b>11</b>	<b>15</b>	<b>6401</b>	<b>0</b>	<b>0</b>	<b>21,923</b>	<b>11,005</b>		<b>\$1,387,627</b>	
2023-2024	Public Online	961	1,806	190	286	104	113	18	291	1,624	715	437	12	376	26	1,757	3	3	2,262	1,359	468	12,811				
	Agency Online	1,623	2,868	233	834	78	149	30	189	463	149	309	6	49												

	Channel	FWF	FWA	FWNA	FSLA	FLAA	FWIA	FLBA	FSBA	FDA	FDNA	FWJ	FWNJ	FDJ	FDNJ	FWC	FWNC	FDNC	SRSE	DWLR	DWLN	Total Fish	Fish LEQ	Fish Var	Fish \$	Inc/Dec	
Central South Is	Public Online	1,572	1,771	431	314	414	228	54	850	3,877	1,077	454	12	415	22	1,838	21	15	2,370	0	0	0	15,735				
	Agency Online	1,758	1,930	71	668	496	176	37	436	1,674	428	401	6	216	12	452	5	7	2,526	0	0	0	11,299				
	<b>Total</b>	<b>3330</b>	<b>3701</b>	<b>502</b>	<b>982</b>	<b>910</b>	<b>404</b>	<b>91</b>	<b>1286</b>	<b>5551</b>	<b>1505</b>	<b>855</b>	<b>18</b>	<b>631</b>	<b>34</b>	<b>2290</b>	<b>26</b>	<b>22</b>	<b>4896</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,034</b>	<b>12,671</b>		<b>\$1,597,638</b>	
2022-2023	Public Online	1,443	1,660	402	311	390	191	68	1,103	4,066	1,445	530	31	594	37	2,031	16	17	2,237	0	0	0	16,572				
	Agency Online	1,594	1,829	76	685	534	89	38	463	1,486	601	409	6	240	33	371	1	24	2,305	244	3	3	11,031				
	<b>Total</b>	<b>3037</b>	<b>3489</b>	<b>478</b>	<b>996</b>	<b>924</b>	<b>280</b>	<b>106</b>	<b>1566</b>	<b>5552</b>	<b>2046</b>	<b>939</b>	<b>37</b>	<b>834</b>	<b>70</b>	<b>2402</b>	<b>17</b>	<b>41</b>	<b>4542</b>	<b>244</b>	<b>3</b>	<b>27,603</b>	<b>12,249</b>	<b>-3.3%</b>	<b>\$1,629,692</b>	<b>\$32,054</b>	
Otago	Public Online	2,112	2,363	539	363	398	223	34	369	2,667	2,048	538	42	384	88	1,795	16	51	0	0	0	0	14,030				
	Agency Online	2,191	3,061	204	698	156	130	19	158	705	1,082	393	23	88	80	15	10	24	626	0	0	0	9,663				
	<b>Total</b>	<b>4303</b>	<b>5424</b>	<b>743</b>	<b>1061</b>	<b>554</b>	<b>353</b>	<b>53</b>	<b>527</b>	<b>3372</b>	<b>3130</b>	<b>931</b>	<b>65</b>	<b>472</b>	<b>168</b>	<b>1810</b>	<b>26</b>	<b>75</b>	<b>626</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23,693</b>	<b>15,623</b>		<b>\$1,969,803</b>	
2022-2023	Public Online	1,939	2,389	596	375	363	167	41	431	2,815	2,518	594	47	444	158	1,998	21	97	0	1,531	644	0	17,168				
	Agency Online	2,074	2,955	212	755	153	100	19	157	551	775	391	12	72	50	13	12	43	512	1,397	138	3	10,391				
	<b>Total</b>	<b>4013</b>	<b>5344</b>	<b>808</b>	<b>1130</b>	<b>516</b>	<b>267</b>	<b>60</b>	<b>588</b>	<b>3366</b>	<b>3293</b>	<b>985</b>	<b>59</b>	<b>516</b>	<b>208</b>	<b>2011</b>	<b>33</b>	<b>140</b>	<b>512</b>	<b>2928</b>	<b>782</b>	<b>27,559</b>	<b>15,338</b>	<b>-1.8%</b>	<b>\$2,040,600</b>	<b>\$70,797</b>	
Southland	Public Online	846	966	678	116	126	69	13	251	969	1,007	328	30	110	21	980	13	11	0	0	0	0	6,534				
	Agency Online	1,632	2,003	43	455	178	27	16	153	320	158	449	5	39	2	79	1	2	257	0	0	0	5,819				
	<b>Total</b>	<b>2478</b>	<b>2969</b>	<b>721</b>	<b>571</b>	<b>304</b>	<b>96</b>	<b>29</b>	<b>404</b>	<b>1289</b>	<b>1165</b>	<b>777</b>	<b>35</b>	<b>149</b>	<b>23</b>	<b>1059</b>	<b>14</b>	<b>13</b>	<b>257</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,353</b>	<b>9,043</b>		<b>\$1,140,143</b>	
2022-2023	Public Online	815	916	698	122	145	38	26	275	958	1,327	354	23	153	28	984	11	18	0	894	579	0	8,364				
	Agency Online	1,453	1,867	58	440	134	51	15	149	299	152	460	7	39	4	93	3	2	193	906	3	3	6,328				
	<b>Total</b>	<b>2268</b>	<b>2783</b>	<b>756</b>	<b>562</b>	<b>279</b>	<b>89</b>	<b>41</b>	<b>424</b>	<b>1257</b>	<b>1479</b>	<b>814</b>	<b>30</b>	<b>192</b>	<b>32</b>	<b>1077</b>	<b>14</b>	<b>20</b>	<b>193</b>	<b>1800</b>	<b>582</b>	<b>14,692</b>	<b>8,705</b>	<b>-3.7%</b>	<b>\$1,158,147</b>	<b>\$18,004</b>	
TOTAL	Direct	8,611	11,626	3,189	2,046	2,192	1,367	188	2,753	13,963	7,173	2,679	141	1,940	182	9,954	95	134	4,754	0	0	0	72,987	38,388		\$4,840,186	
	AOL	9,331	13,730	1,135	3,568	2,079	882	132	1,346	4,411	3,052	2,206	57	558	137	1,575	26	56	8,137	0	0	0	52,418	35,530		\$4,479,917	
	<b>Total</b>	<b>17,942</b>	<b>25,356</b>	<b>4,324</b>	<b>5,614</b>	<b>4,271</b>	<b>2,249</b>	<b>320</b>	<b>4,099</b>	<b>18,374</b>	<b>10,225</b>	<b>4,885</b>	<b>198</b>	<b>2,498</b>	<b>319</b>	<b>11,529</b>	<b>121</b>	<b>190</b>	<b>12,891</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>125,405</b>	<b>73,918</b>		<b>\$9,320,103</b>	
2022-2023	Direct	7,904	11,258	3,210	2,026	2,152	1,208	255	3,589	15,751	9,220	3,215	182	2,834	316	11,458	90	172	4,499	5,438	2,146	0	86,923	38,261		\$5,090,418	
	AOL	8,722	13,212	1,175	3,658	2,163	768	156	1,434	4,276	2,994	2,276	43	674	139	1,585	25	99	7,123	6,130	625	0	57,277	34,380		\$4,574,087	
	<b>Total</b>	<b>16,626</b>	<b>24,470</b>	<b>4,385</b>	<b>5,684</b>	<b>4,315</b>	<b>1,976</b>	<b>411</b>	<b>5,023</b>	<b>20,027</b>	<b>12,214</b>	<b>5,491</b>	<b>225</b>	<b>3,508</b>	<b>455</b>	<b>13,043</b>	<b>115</b>	<b>271</b>	<b>11,622</b>	<b>11,568</b>	<b>2,771</b>	<b>0</b>	<b>144,200</b>	<b>72,642</b>		<b>\$9,664,505</b>	

National Variance against 2022/2023 YTD

	-1,276	-1.7%	\$344,402	\$344,402
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2023-24 Summary YTD Actual vs Total Budget

2023-24 Annual Budget	74,060	100.0%		\$9,853,149
2023-24 YTD Actual	72,642	98.1%		\$9,664,505
Variance to Budget	-1,418	-1.9%		-\$188,644

### Appendix 2: National Game Licence Sales YTD to 31 July

National Game Licence Sales YTD to 31 July											
	Channel	GWA	GWJ	GWC	GDA	GDJ	Total	Game LEQ	Game Var	Game \$	Inc/Dec
Northland	Agency Online	1,246	134	46	13	0	1,439				
	Public Online	257	36	15	23	1	332				
	<b>Total</b>	<b>1,503</b>	<b>170</b>	<b>61</b>	<b>36</b>	<b>1</b>	<b>1,771</b>	<b>1,543</b>		<b>\$136,896</b>	
2022-2023	Agency Online	1,178	123	30	21	1	1,353				
	Public Online	292	42	14	35	2	385				
	<b>Total</b>	<b>1,470</b>	<b>165</b>	<b>44</b>	<b>56</b>	<b>3</b>	<b>1,738</b>	<b>1,513</b>	<b>-2.0%</b>	<b>\$142,101</b>	<b>\$5,205</b>
Auckland Waikato	Agency Online	5,019	448	175	26	0	5,668				
	Public Online	1,331	187	74	146	6	1,744				
	<b>Total</b>	<b>6,350</b>	<b>635</b>	<b>249</b>	<b>172</b>	<b>6</b>	<b>7,412</b>	<b>6,508</b>		<b>\$577,273</b>	
2022-2023	Agency Online	5,092	450	171	48	1	5,762				
	Public Online	1,189	189	92	177	4	1,651				
	<b>Total</b>	<b>6,281</b>	<b>639</b>	<b>263</b>	<b>225</b>	<b>5</b>	<b>7,413</b>	<b>6,449</b>	<b>-0.9%</b>	<b>\$605,667</b>	<b>\$28,394</b>
Eastern	Agency Online	2,327	219	99	31	0	2,676				
	Public Online	446	66	38	77	2	629				
	<b>Total</b>	<b>2,773</b>	<b>285</b>	<b>137</b>	<b>108</b>	<b>2</b>	<b>3,305</b>	<b>2,850</b>		<b>\$252,795</b>	
2022-2023	Agency Online	2,186	191	117	30	0	2,524				
	Public Online	396	84	34	94	1	609				
	<b>Total</b>	<b>2,582</b>	<b>275</b>	<b>151</b>	<b>124</b>	<b>1</b>	<b>3,133</b>	<b>2,660</b>	<b>-6.7%</b>	<b>\$249,774</b>	<b>-\$3,021</b>

	Channel	GWA	GWJ	GWC	GDA	GDJ	Total	Game LEQ	Game Var	Game \$	Inc/Dec
Hawke's Bay	Agency Online	1,293	93	33	25	0	1,444				
	Public Online	407	71	26	48	0	552				
	<b>Total</b>	<b>1,700</b>	<b>164</b>	<b>59</b>	<b>73</b>	<b>0</b>	<b>1,996</b>	<b>1,746</b>		<b>\$154,904</b>	
2022-2023	Agency Online	1,440	126	49	28	1	1,644				
	Public Online	388	81	24	64	5	562				
	<b>Total</b>	<b>1,828</b>	<b>207</b>	<b>73</b>	<b>92</b>	<b>6</b>	<b>2,206</b>	<b>1,886</b>	<b>8.0%</b>	<b>\$177,159</b>	<b>\$22,255</b>
2023-2024	Agency Online	841	63	28	13	0	945				
	Public Online	214	25	18	29	0	286				
	<b>Total</b>	<b>1,055</b>	<b>88</b>	<b>46</b>	<b>42</b>	<b>0</b>	<b>1,231</b>	<b>1,080</b>		<b>\$95,835</b>	
Taranaki	Agency Online	776	68	31	7	0	882				
	Public Online	192	30	14	17	0	253				
	<b>Total</b>	<b>968</b>	<b>98</b>	<b>45</b>	<b>24</b>	<b>0</b>	<b>1,135</b>	<b>992</b>	<b>-8.2%</b>	<b>\$93,136</b>	<b>-\$2,699</b>
2022-2023	Agency Online	2,573	243	118	41	1	2,976				
	Public Online	626	84	52	85	4	851				
	<b>Total</b>	<b>3,199</b>	<b>327</b>	<b>170</b>	<b>126</b>	<b>5</b>	<b>3,827</b>	<b>3,288</b>		<b>\$291,633</b>	
2023-2024	Agency Online	2,562	235	94	50	2	2,943				
	Public Online	570	109	40	137	8	864				
	<b>Total</b>	<b>3,132</b>	<b>344</b>	<b>134</b>	<b>187</b>	<b>10</b>	<b>3,807</b>	<b>3,236</b>	<b>-1.6%</b>	<b>\$303,876</b>	<b>\$12,243</b>
Wellington	Agency Online	720	55	13	10	0	798				
	Public Online	118	22	7	26	2	175				
	<b>Total</b>	<b>838</b>	<b>77</b>	<b>20</b>	<b>36</b>	<b>2</b>	<b>973</b>	<b>860</b>		<b>\$76,299</b>	
2022-2023	Agency Online	713	57	23	20	0	813				
	Public Online	108	26	10	25	7	176				
	<b>Total</b>	<b>821</b>	<b>83</b>	<b>33</b>	<b>45</b>	<b>7</b>	<b>989</b>	<b>846</b>	<b>-1.6%</b>	<b>\$79,470</b>	<b>\$3,171</b>
2023-2024	Agency Online	2,121	155	77	23	0	2,376				
	Public Online	371	46	25	50	6	498				
	<b>Total</b>	<b>2,492</b>	<b>201</b>	<b>102</b>	<b>73</b>	<b>6</b>	<b>2,874</b>	<b>2,546</b>		<b>\$225,816</b>	
North Canterbury	Agency Online	2,146	143	81	41	1	2,412				
	Public Online	361	52	32	84	4	533				
	<b>Total</b>	<b>2,507</b>	<b>195</b>	<b>113</b>	<b>125</b>	<b>5</b>	<b>2,945</b>	<b>2,569</b>	<b>0.9%</b>	<b>\$241,305</b>	<b>\$15,490</b>
2022-2023	Agency Online	164	11	6	7	0	188				
	Public Online	188	19	21	23	3	254				
	<b>Total</b>	<b>352</b>	<b>30</b>	<b>27</b>	<b>30</b>	<b>3</b>	<b>442</b>	<b>364</b>		<b>\$32,275</b>	
2023-2024	Agency Online	163	17	7	3	0	190				
	Public Online	185	21	24	30	0	260				
	<b>Total</b>	<b>348</b>	<b>38</b>	<b>31</b>	<b>33</b>	<b>0</b>	<b>450</b>	<b>362</b>	<b>-0.6%</b>	<b>\$33,978</b>	<b>\$1,703</b>
West Coast	Agency Online	1,634	142	35	13	0	1,824				
	Public Online	561	64	33	107	8	773				
	<b>Total</b>	<b>2,195</b>	<b>206</b>	<b>68</b>	<b>120</b>	<b>8</b>	<b>2,597</b>	<b>2,259</b>		<b>\$200,384</b>	
2022-2023	Agency Online	1,509	135	43	13	0	1,700				
	Public Online	450	66	27	134	7	684				
	<b>Total</b>	<b>1,959</b>	<b>201</b>	<b>70</b>	<b>147</b>	<b>7</b>	<b>2,384</b>	<b>2,027</b>	<b>-10.3%</b>	<b>\$190,361</b>	<b>-\$10,023</b>
2023-2024	Agency Online	3,117	237	94	22	1	3,471				
	Public Online	790	88	47	65	2	992				
	<b>Total</b>	<b>3,907</b>	<b>325</b>	<b>141</b>	<b>87</b>	<b>3</b>	<b>4,463</b>	<b>3,988</b>		<b>\$353,710</b>	
Central South Is	Agency Online	3,088	229	80	19	0	3,416				
	Public Online	766	111	58	69	5	1,009				
	<b>Total</b>	<b>3,854</b>	<b>340</b>	<b>138</b>	<b>88</b>	<b>5</b>	<b>4,425</b>	<b>3,937</b>	<b>-1.3%</b>	<b>\$369,778</b>	<b>\$16,069</b>
2022-2023	Agency Online	3,711	350	117	9	1	4,188				
	Public Online	811	138	52	28	1	1,030				
	<b>Total</b>	<b>4,522</b>	<b>488</b>	<b>169</b>	<b>37</b>	<b>2</b>	<b>5,218</b>	<b>4,625</b>		<b>\$410,219</b>	
2023-2024	Agency Online	3,616	375	123	20	2	4,136				
	Public Online	761	148	60	26	0	995				
	<b>Total</b>	<b>4,377</b>	<b>523</b>	<b>183</b>	<b>46</b>	<b>2</b>	<b>5,131</b>	<b>4,488</b>	<b>-3.0%</b>	<b>\$421,457</b>	<b>\$11,237</b>
TOTAL	Agency Online	24,766	2,150	841	233	3	27,993	<b>25,233</b>		\$2,238,090	
	Public Online	6,120	846	408	707	35	8,116	<b>6,426</b>		\$569,948	
	<b>Total</b>	<b>30,886</b>	<b>2,996</b>	<b>1,249</b>	<b>940</b>	<b>38</b>	<b>36,109</b>	<b>31,659</b>		<b>\$2,808,038</b>	
2022-2023	Agency Online	24,469	2,149	849	300	8	27,775	<b>24,946</b>		\$2,342,714	
	Public Online	5,658	959	429	892	43	7,981	<b>6,020</b>		\$565,348	
	<b>Total</b>	<b>30,127</b>	<b>3,108</b>	<b>1,278</b>	<b>1,192</b>	<b>51</b>	<b>35,756</b>	<b>30,965</b>		<b>\$2,908,062</b>	
2023-2024	Agency Online										
	Public Online										
	<b>Total</b>										
<b>National Variance against 2023 YTD</b>								<b>-694</b>	<b>-2.2%</b>	<b>\$100,023</b>	<b>\$100,023</b>

## 2023-24 Summary YTD Actual vs Total Budget

2023-24 Annual Budget	31,763	100.0%	\$2,982,913
2023-24 YTD Actual	30,965	97.5%	\$2,908,062
Remaining to meet budget	-798	-2.5%	-\$74,851

## **NZC Finance Report**

**New Zealand Fish and Game Council Meeting 170 – 23<sup>rd</sup> & 24<sup>th</sup> August 2024**

**Prepared by:** Carmel Veitch, CFO, NZ Fish and Game Council

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### **Kōrero taunaki - Summary of considerations**

#### ***Purpose***

This report to the New Zealand Fish and Game Council presents the NZC Finance Report for the 10 months ended 30 June 2024.

#### ***Financial considerations***

Nil  Budgetary provision /  Unbudgeted

#### ***Risk***

Low  Medium  High  Extreme

### **Ngā taunaki – CEO Recommendations**

CEO recommends the following motion:

That the New Zealand Fish and Game Council:

1. Receive the NZC Finance Report for the 10 months ended 30 June 2024 with a deficit of \$266,412.

## Executive Summary - Whakarāpopoto

- 1 For the 10 month period ended 30 June 2024 the combined NZC and National Budget presents a deficit \$266,412 against a Total Budget Deficit of \$515,074.
- 2 The NZC only budget reports a surplus of \$1,418,127 against a total budget of \$1,945,526.and,
- 3 The National only budget reports a deficit of \$1,684,540 against a total budget of deficit of \$2,460,600.

## Background - Takenga mai

- 4 This paper includes the following attachments:
  - Table 1: Statement of Financial Performance for the 10 months ended 30 June 2024
  - Table 2: Statement of Financial Performance – NZC only to 30 June 2024
  - Table 3: Statement of Financial Performance – National only to 30 June 2024
  - Table 4: Statement of Financial Position as at 30 June 2024
  - Table 5: Aged Receivables Summary as at 30 June 2024
  - Table 6: Aged Payables Summary as at 30 June 2024
  - Table 7: Research Fund As at 30 June 2024
  - Table 8: Staff Development Fund as at 30 June 2024
- 5 The Budget Deficit of \$515,074 is made up from the following approvals from the NZC.

Meeting	\$	Explanation
164 June 2023	2,451	Use of reserves (.07% as per budget)
164 June 2023	-160,000	Top Up of Reserves
165 August 23	3,623	Diff between ARF and Depreciation
165 August 23	475,000	Carry over unspent projects from 2023
165 August 23	22,000	Spending from Reserves - Maritime
166 November 23	172,000	Spending from Reserves – Magazine
167 February 2024		\$20,000 transferred from the Advocacy Budget to the Marketing and Social Licence budget.
	<b>515,074</b>	<b>TOTAL BUDGET DEFICIT 2023 24</b>

6 The Split between the NZC and National Costs are:

	Actual YTD	Budget
Table 2 - NZC	1,418,127	1,945,526
Table 3 - National	(1,684,540)	(2,460,600)
TOTAL As per Table 1	(266,413)	(515,074)
7 Table 1 - Combined	(266,412)	(515,074)

## Discussion - Kōrerorero

### Statement of Financial Performance

#### 8 Income

- 8.1 Levies for the 10 months to 30 June 2024 are \$3,129,519 – 77% of budget as planned.
- 8.2 Other income of \$110,722 has been received. This includes income from Advertising and Merchandise and the Magazine Income. Sundry income represents the monthly accrual for the NZC support for the Game Bird Habitat Trust (administrative, Finance and Marketing) plus the income from Hawke's Bay for the CEO support.

9 **Grants** – paid to regions are \$554,394 are in line with budget.

10 **Outputs – Advocacy.** The total Advocacy Budget is \$1,035,400. YTD the Actual Expenditure on this budget is \$746,281. Projects to Note:

- 10.1 National Public Awareness - \$18,931 compared to a budget of \$15,000. The reason for this overspend relates to the Sika show which had not been budgeted.
- 10.2 National Magazine cost YTD \$149,2226 – this represents the costs received to date for production, printing and distribution of the Game Magazine issue 58. The Fish Magazine costs (issue 59) will be recorded in August 24.
- 10.3 \$425,253 has been reimbursed to Regions for RMA projects to 30 June 2024. Please refer to the RMA paper that has a full list of the committed resources within RMA. This RMA has expenditure as at 21 July so includes an additional invoice of \$11 k for RMA Practice notes.
- 10.4 The Budget for Marketing and Social Licence budget is \$140k – this was increased by \$20k in meeting 167 (transfer from Advocacy). YTD expenditure as at 30 June 2024 \$1136,3757. This represents 97% of the budget spent. Much of this budget has been focused on the #Rewild campaign.

11 **Outputs – Research** – Total budget \$200,000 – spending YTD \$106,620.

- 11.1 Research Programme – reimbursements of \$47,070 have been made to Regions for projects this year – this includes funding for:
  - 11.1.1 Womens Fishing
  - 11.1.2 Fishing for Mental health
  - 11.1.3 Engaging with Mana Whenua
  - 11.1.4 Insight Work Environmental
  - 11.1.5 Licence Sales insights
- 11.2 See Table 7 for a summary of spending and commitments for the Research fund as at 30 June 2024.
- 11.3 The National Anglers Survey costs for the year total \$59,550. With the total survey over the last 3 years costing \$161,000. (no movement since the February Finance report)
- 12 **Outputs – Co-ordination** – Total Budget \$1,086,100 – YTD spend 71% of Budget \$771,016 spent YTD.
  - 12.1 Co-ordination – Administration/HR – YTD spent \$18,094 - these costs include the monthly costs for Employment Hero and the EAP service which supports all Fish and game staff when required.
  - 12.2 Co-ordination – Species Game – YTD spend \$3,462 – this budget of \$60,000 is a one off for the Population Monitoring and Analysis SOP. This project will not be completed by year end. (no movement since April report). There will be a request to roll over this budget for the 2024/25 year.
  - 12.3 Co-ordination RMA – budget of \$19,000 which cover the Nexis Lexis subscription and the \$10k towards training. (which has not been spent as at 30 June 2024). A training program has been organised for November 2024.
  - 12.4 Elections \$38,234– this is an accrual each month towards the 2024 tri-annual elections plus travel costs for staff to meet with the ElectionNZ team. It is anticipated that the 2024 election will cost more than the \$135,000 that has been set aside – however, this is dependent on the number of elections held in each region. The 2024/25 budget cycle included a one off \$15,000 to cover the 2024 elections and a further \$7,500 ongoing additional funding for future elections.
  - 12.5 The Game Regulations YTD spend is \$27,395 (total budget \$82,000). The Fish Regulation guides generally cost \$55,000. For the 2024/25 Fishing Season the normal regulation guides will not be printed and the A4 sheets will be available to at Agents for the Regions. Regulation Guides for online purchases will be available online. The savings for this will be absorbed in the implementation of digital regulation guides.
  - 12.6 Managers meeting budget for the current year is \$12,000. As the NZC cancelled the April managers meeting this budget has not been spent.



There is a request in the Budget paper to roll this budget into the 2024/25 year.

- 12.7 Costs YTD \$21,752 for Maritime Compliance relate to Health and Safety and MOSS advice received following the Maritime audits as well as reimbursement to Akld/Waikato for Adam's time.
  - 12.8 The Staff Development Grant allocates \$10,000 per annum towards staff scholarships for conferences etc. The costs this year relate to 3 projects that have been approved over the 2022-2024 years –Steve Dixon, Rasmus and Ian Hadland. YTD costs are \$11,021. See attached Table 8 that represents the current Staff Development grants status and the commitments for 2024/25. (No movement since the April Paper)
  - 12.9 Website and Social Media spent \$66,181 YTD compared to the budget of \$76,450. This budget covers Hosting of the various websites, preparation and sending of EDM's such as Reel Life, Both Barrels and other E Zines. The largest cost is to the Campaign Monitor costs of purchasing 4 million EDM credits.
  - 12.10 Ranger Co-ordination costs of \$25,356 include the Cert Training held in Rotorua (November), Invercargill (Sept) and a Refresher in New Plymouth in April 2024. Other costs in the area relate to ranger warrants and support from Eastern to coordinate the Ranger programme. This budget should be fully spent at year end as we are currently renewing the Honorary Ranger warrants.
  - 12.11 Licencing costs of \$435k are in line with budget and include the Licence Audit fee, Licence Contract, production/distribution of the Licence and support from Eastern to co-ordinate the Licencing system.
- 13 Outputs – Governance**
- 13.1 New Zealand Council expenses YTD are \$60,200 – which is 100% of the budget. There is still 1 meeting (August) yet to be accounted for. There are 3 main expenses –November 23 meeting \$21k, February 24 meeting \$19k and the April meeting \$16k . This budget is for 4x meetings @ \$15k each. This Budget will be overspent for the 2024 year. The Council needs to consider how they can work within this budget for the 2024/25 year. Options include – one day meetings only or more online meetings.
  - 13.2 In this report I have reallocated the costs associated with the Chair attending meetings (apart from NZC meeting costs) and costs associated with the advocacy role of the Chair. NZC Chair Travel & Advocacy YTD spending \$10,836. In past reports these costs have been included in the New Zealand Council costs, Governance Advice and Performance and/or Advocacy. These costs have been separated as in the next year budget there has been approved \$7k for these functions.

- 13.3 Governance Advice and Performance \$5,219 YTD (last report \$9,060 however this has reduced as the travel by the Chair for meetings with Ministers, Doc and other advocacy roles costs have been reallocated as in the above paragraph. Costs in this area relate to Legal opinions requested.
- 13.4 Overall The total Governance Budget for 2023/24 will be slightly over the \$102,000 Budget – this is due to the overspend in NZC meetings and the underspent Regional Audit budget.
- 14 **Outputs – Ministerial Review Implementation.** YTD \$221,390 spent vs a \$300 k budget.
- The major project costs have been \$103,750 for the cost optimisation project – This is over budget by \$13.5k. The Staff Hui and HR consultant costs along with Governance Training were other major costs.
- Unspent costs in this area will be asked to be rolled over into the 2024/25 budget, This is to ensure the non-legislative aspects of the Ministerial Review can be continued to be implemented.
- 15 **Outputs – Overheads.** Total overheads are \$1,034,578 (83% of the budget).
- 15.1 Office Premises** - \$60,948 compared with 60,900 Budget. This includes the costs associated with moving offices (\$5,000). It also includes Rent until 31 August 2024. By year end it is anticipated that this budget will be \$3k. This overspend will be compensated by the underspend in Staff Expenses.
- 15.2 The Financial Audit fee budget** will exceed budget this year due to the increase in Audit fees for 2023 and 2024 which were not notified to us until after the Audit.
- 16 Overall, the overheads are expected to fall within budget for the 2023/24 year.

#### **Statement of Financial Position – refer Table 4**

- 17 **Current Assets** – Total \$2.486m this includes \$21,878 for Accounts Receivable – see Table 5.
- 18 **Total Liabilities** are \$369,051 – this includes \$99,699 for Accounts payable – refer Table 6.
- 19 Restricted Reserves include the NAS, Research, RMA and Staff Development funds – these represent the funds that the NZC have committed to these funds. Total Restricted Reserves \$929,317. See Table 7 and 8 for the Research and Staff Development Reserves. Refer the RMA paper for the table for the RMA/Legal Fund.

***Risks and mitigations***

20 At this stage, all budgets are within Budget.

# Table 1: Statement of Financial Performance

## New Zealand Fish and Game Council For the 10 months ended 30 June 2024

	YTD ACTUAL	TOTAL BUDGET	REMAINING BUDGET	% OF BUDGET SPENT
<b>INCOME</b>				
Levies	3,129,519	4,043,585	914,066	77%
Interest Income	19,428	65,050	45,622	30%
<b>Other income</b>				
Advertising & Merchandise	12,368	30,000	17,633	41%
RMA Legal - Revenue	20,000	-	(20,000)	-
Sundry Income	20,500	12,000	(8,500)	171%
Magazine Contributions	57,722	50,000	(7,722)	115%
Sale of Fish and Game Cookbook	132	-	(132)	-
<b>Total Other income</b>	<b>110,722</b>	<b>92,000</b>	<b>(18,722)</b>	<b>120%</b>
Donations - Water Quality	70	-	(70)	-
<b>Total INCOME</b>	<b>3,259,739</b>	<b>4,200,635</b>	<b>940,896</b>	<b>78%</b>
<b>GRANTS TO REGIONS</b>				
Grants to Regions	554,394	739,192	184,798	75%
<b>Total GRANTS TO REGIONS</b>	<b>554,394</b>	<b>739,192</b>	<b>184,798</b>	<b>75%</b>
<b>OUTPUTS</b>				
<b>ADVOCACY</b>				
Advocacy - Legal & Specialist Advice	16,261	30,400	14,139	53%
National Public Awareness	18,931	15,000	(3,931)	126%
National Magazine	149,226	410,000	260,774	36%
RMA/Legal	425,253	440,000	14,747	97%
Marketing & Social Licence	136,375	140,000	3,625	97%
NBEA Project	235	-	(235)	-
<b>Total ADVOCACY</b>	<b>746,281</b>	<b>1,035,400</b>	<b>289,119</b>	<b>72%</b>
<b>RESEARCH</b>				
Research Programme	47,070	100,000	52,930	47%
Research - Optimisation Model	-	45,000	45,000	-
Research - National Anglers Survey	59,550	30,000	(29,550)	199%
Research - Phd Programme	-	25,000	25,000	-
<b>Total RESEARCH</b>	<b>106,620</b>	<b>200,000</b>	<b>93,380</b>	<b>53%</b>
<b>CO-ORDINATION</b>				
Business & Financial Support	2,706	4,000	1,294	68%
Co-ordination National - CEO Travel	14,823	16,000	1,177	93%
Co-ordination - Administration/HR/HS	18,094	35,000	16,906	52%
Co-ordination - Species - Game	3,462	60,000	56,538	6%
Co-ordination - RMA	8,658	19,000	10,342	46%
Elections	38,234	45,000	6,766	85%
Fishing & Hunting Regulations	27,395	82,000	54,605	33%
Information Technology- National	52,490	62,150	9,660	84%

Table 1: Statement of Financial Performance

	YTD ACTUAL	TOTAL BUDGET	REMAINING BUDGET	% OF BUDGET SPENT
Maritime NZ Compliance	21,752	30,000	8,248	73%
Manager Meetings	-	12,000	12,000	0%
Staff Conference	20,148	30,000	9,852	67%
Staff Development Grant	11,021	10,000	(1,021)	110%
Youth Education Programme	6,000	7,000	1,000	86%
Website and Social Media	66,181	76,450	10,269	87%
Website Development	19,160	45,000	25,840	43%
Ranger Co-ordination	25,356	39,500	14,144	64%
Licencing	435,538	513,000	77,462	85%
<b>Total CO-ORDINATION</b>	<b>771,016</b>	<b>1,086,100</b>	<b>315,084</b>	<b>71%</b>
<b>Total OUTPUTS</b>	<b>1,623,917</b>	<b>2,321,500</b>	<b>697,583</b>	<b>70%</b>
<b>GOVERNANCE</b>				
New Zealand Council	60,200	60,000	(200)	100%
NZC Chair Travel & Advocacy	10,836	-	(10,836)	-
Governance Advice & Performance	5,219	20,000	14,781	26%
Governors Forum	11,364	12,000	636	95%
Regional Audit	-	10,000	10,000	-
Remuneration Committee	4,253	-	(4,253)	-
<b>Total GOVERNANCE</b>	<b>91,872</b>	<b>102,000</b>	<b>10,128</b>	<b>90%</b>
<b>MINISTERIAL REVIEW IMPLEMETATION</b>				
Consultant Amalgamation - Review	346	20,000	19,654	2%
Governance Training Program	28,151	40,000	11,849	70%
HR Consultant - Review	36,497	35,000	(1,497)	104%
NZC Strategy Workshop & Implementation - Review	3,457	5,000	1,543	69%
Staff Hui - Review	40,439	40,000	(439)	101%
Cost Optimisation - Review	103,750	90,000	(13,750)	115%
Te Ao Maori Advisor	-	30,000	30,000	-
Governance Advisor	8,750	30,000	21,250	29%
Consolidated Annual report - Review	-	10,000	10,000	-
<b>Total MINISTERIAL REVIEW IMPLEMETATION</b>	<b>221,390</b>	<b>300,000</b>	<b>78,610</b>	<b>74%</b>
<b>OVERHEADS</b>				
Salaries & Contractors	890,631	1,085,903	195,272	82%
Staff Expenses	30,936	47,100	16,164	66%
Office Premises	60,948	60,900	(48)	100%
Office Equipment	1,157	2,000	843	58%
Communications/Consumables	16,657	22,900	6,243	73%
General (inc Insurance)	6,499	9,900	3,401	66%
Financial Audit Fee	18,839	18,000	(839)	105%
Depreciation	8,911	6,314	(2,597)	141%
<b>Total OVERHEADS</b>	<b>1,034,578</b>	<b>1,253,017</b>	<b>218,439</b>	<b>83%</b>
<b>Total Expenses</b>	<b>3,526,151</b>	<b>4,715,709</b>	<b>1,189,558</b>	<b>75%</b>
<b>Net Surplus/(Deficit)</b>	<b>(266,412)</b>	<b>(515,074)</b>	<b>(248,662)</b>	<b>52%</b>

## Table 2: Statement of Financial Performance- NZC Budget only

### New Zealand Fish and Game Council For the 10 months ended 30 June 2024

Region is NZC.

	YTD ACTUAL	2024 NZC BUDGET	REMAINING BUDGET	% OF BUDGET SPENT
<b>INCOME</b>				
Levies	3,129,519	4,043,585	914,066	77%
Interest Income	19,428	65,050	45,622	30%
<b>Other income</b>				
Sundry Income	20,500	12,000	(8,500)	171%
<b>Total Other income</b>	<b>20,500</b>	<b>12,000</b>	<b>(8,500)</b>	<b>171%</b>
Donations - Water Quality	70	-	(70)	-
<b>Total INCOME</b>	<b>3,169,517</b>	<b>4,120,635</b>	<b>951,118</b>	<b>77%</b>
<b>GRANTS TO REGIONS</b>				
Grants to Regions	554,394	739,192	184,798	75%
<b>Total GRANTS TO REGIONS</b>	<b>554,394</b>	<b>739,192</b>	<b>184,798</b>	<b>75%</b>
<b>OUTPUTS</b>				
<b>ADVOCACY</b>				
Advocacy - Legal & Specialist Advice	16,261	30,400	14,139	53%
National Public Awareness	9,933	7,500	(2,433)	132%
Marketing & Social Licence	50,289	50,000	(289)	101%
<b>Total ADVOCACY</b>	<b>76,483</b>	<b>87,900</b>	<b>11,417</b>	<b>87%</b>
<b>CO-ORDINATION</b>				
Business & Financial Support	2,706	4,000	1,294	68%
Co-ordination National - CEO Travel	14,823	16,000	1,177	93%
<b>Total CO-ORDINATION</b>	<b>17,529</b>	<b>20,000</b>	<b>2,471</b>	<b>88%</b>
<b>Total OUTPUTS</b>	<b>94,011</b>	<b>107,900</b>	<b>13,889</b>	<b>87%</b>
<b>GOVERNANCE</b>				
New Zealand Council	60,200	60,000	(200)	100%
NZC Chair Travel & Advocacy	10,836	-	(10,836)	-
Governance Advice & Performance	5,219	20,000	14,781	26%
Governors Forum	11,364	12,000	636	95%
Regional Audit	-	10,000	10,000	-
Remuneration Committee	4,253	-	(4,253)	-
<b>Total GOVERNANCE</b>	<b>91,872</b>	<b>102,000</b>	<b>10,128</b>	<b>90%</b>
<b>OVERHEADS</b>				
Salaries & Contractors	867,165	1,058,903	191,738	82%
Staff Expenses	30,936	47,100	16,164	66%
Office Premises	60,948	60,900	(48)	100%

Table 2: Statement of Financial Performance- NZC Budget only

	YTD ACTUAL	2024 NZC BUDGET	REMAINING BUDGET	% OF BUDGET SPENT
Office Equipment	1,157	2,000	843	58%
Communications/Consumables	16,657	22,900	6,243	73%
General (inc Insurance)	6,499	9,900	3,401	66%
Financial Audit Fee	18,839	18,000	(839)	105%
Depreciation	8,911	6,314	(2,597)	141%
<b>Total OVERHEADS</b>	<b>1,011,112</b>	<b>1,226,017</b>	<b>214,905</b>	<b>82%</b>
<b>Total Expenses</b>	<b>1,751,389</b>	<b>2,175,109</b>	<b>423,720</b>	<b>81%</b>
<b>Net Surplus/(Deficit)</b>	<b>1,418,127</b>	<b>1,945,526</b>	<b>527,399</b>	<b>73%</b>

## Table 3: Statement of Financial Performance- NATIONAL

### New Zealand Fish and Game Council For the 10 months ended 30 June 2024

Region is National.

	YTD ACTUAL	NATIONAL BUDGET	REMAINING BUDGET	% OF BUDGET SPENT
<b>INCOME</b>				
<b>Other income</b>				
Advertising & Merchandise	12,368	30,000	17,633	41%
RMA Legal - Revenue	20,000	-	(20,000)	-
Magazine Contributions	57,722	50,000	(7,722)	115%
Sale of Fish and Game Cookbook	132	-	(132)	-
<b>Total Other income</b>	<b>90,222</b>	<b>80,000</b>	<b>(10,222)</b>	<b>113%</b>
<b>Total INCOME</b>	<b>90,222</b>	<b>80,000</b>	<b>(10,222)</b>	<b>113%</b>
<b>OUTPUTS</b>				
<b>ADVOCACY</b>				
National Public Awareness	8,998	7,500	(1,498)	120%
National Magazine	149,226	410,000	260,774	36%
RMA/Legal	425,253	440,000	14,747	97%
Marketing & Social Licence	86,087	90,000	3,913	96%
NBEA Project	235	-	(235)	-
<b>Total ADVOCACY</b>	<b>669,799</b>	<b>947,500</b>	<b>277,701</b>	<b>71%</b>
<b>RESEARCH</b>				
Research Programme	47,070	100,000	52,930	47%
Research - National Anglers Survey	59,550	30,000	(29,550)	199%
Research - Phd Programme	-	25,000	25,000	-
Research - Optimisation Model	-	45,000	45,000	-
<b>Total RESEARCH</b>	<b>106,620</b>	<b>200,000</b>	<b>93,380</b>	<b>53%</b>
<b>CO-ORDINATION</b>				
Co-ordination - Administration/HR/HS	18,094	35,000	16,906	52%
Co-ordination - Species - Game	3,462	60,000	56,538	6%
Co-ordination - RMA	8,658	19,000	10,342	46%
Elections	38,234	45,000	6,766	85%
Fishing & Hunting Regulations	27,395	82,000	54,605	33%
Information Technology- National	52,490	62,150	9,660	84%
Maritime NZ Compliance	21,752	30,000	8,248	73%
Manager Meetings	-	12,000	12,000	0%
Staff Conference	20,148	30,000	9,852	67%
Staff Development Grant	11,021	10,000	(1,021)	110%
Youth Education Programme	6,000	7,000	1,000	86%
Website and Social Media	66,181	76,450	10,269	87%



Table 3: Statement of Financial Performance- NATIONAL

	YTD ACTUAL	NATIONAL BUDGET	REMAINING BUDGET	% OF BUDGET SPENT
Website Development	19,160	45,000	25,840	43%
Ranger Co-ordination	25,356	39,500	14,144	64%
Licencing	435,538	513,000	77,462	85%
<b>Total CO-ORDINATION</b>	<b>753,487</b>	<b>1,066,100</b>	<b>312,613</b>	<b>71%</b>
<b>Total OUTPUTS</b>	<b>1,529,906</b>	<b>2,213,600</b>	<b>683,694</b>	<b>69%</b>
<b>MINISTRIAL REVIEW</b>				
Consultant Amalgamation - Review	346	20,000	19,654	2%
Governance Training Program	28,151	40,000	11,849	70%
HR Consultant - Review	36,497	30,000	(6,497)	122%
Cost Optimisation - Review	103,750	76,250	(27,500)	136%
Te Ao Maori Advisor	-	30,000	30,000	-
Governance Advisor	8,750	30,000	21,250	29%
Consolidated Annual report - Review	-	10,000	10,000	-
Legal Costs - Review	-	18,750	18,750	-
NZC Strategy Workshop & Implementation - Review	3,457	5,000	1,543	69%
Staff Hui - Review	40,439	40,000	(439)	101%
<b>Total MINISTERIAL REVIEW</b>	<b>221,390</b>	<b>300,000</b>	<b>78,610</b>	<b>74%</b>
<b>OVERHEADS</b>				
Salaries & Contractors	23,466	27,000	3,534	87%
<b>Total OVERHEADS</b>	<b>23,466</b>	<b>27,000</b>	<b>3,534</b>	<b>87%</b>
<b>Total Expenses</b>	<b>1,774,762</b>	<b>2,540,600</b>	<b>765,838</b>	<b>70%</b>
<b>Net Surplus/(Deficit)</b>	<b>(1,684,540)</b>	<b>(2,460,600)</b>	<b>(776,060)</b>	<b>68%</b>

## Table 4: Statement of Financial Position

### New Zealand Fish and Game Council As at 30 June 2024

	30 JUN 2024	31 AUG 2023
<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash &amp; Cash Equivalents</b>		
NZ Fish and Game Council	191,856	334,169
NZ Fish and Game Council - Sav	68,865	50,784
Serious Saver	361,245	206,730
Credit Cards	(4,430)	(3,330)
<b>Total Cash &amp; Cash Equivalents</b>	<b>617,535</b>	<b>588,352</b>
<b>Receivables</b>		
Accounts Receivable	21,878	285,229
Accounts Receivable - Other	32,324	67,857
Interest Receivable	16,349	48,389
GST	24,541	-
<b>Total Receivables</b>	<b>95,092</b>	<b>401,475</b>
Term Investments	1,748,546	2,158,397
Prepayments and Accrued Income	25,194	12,000
<b>Total Current Assets</b>	<b>2,486,367</b>	<b>3,160,224</b>
<b>Non-current Assets</b>		
Property, Plant & Equipment	13,809	13,857
Term Deposits >12mths	-	389,006
<b>Total Non-current Assets</b>	<b>13,809</b>	<b>402,863</b>
<b>Total Assets</b>	<b>2,500,177</b>	<b>3,563,087</b>
<b>Liabilities</b>		
<b>Payables</b>		
Accounts Payable	99,699	566,149
Income Received in Advance	-	19,600
Accruals and Prepaid Licences	171,459	287,063
PAYE Clearing	24,356	18,876
NZGBHT - Stamp Programme	(2,184)	182,126
GST	-	3,838
<b>Total Payables</b>	<b>293,330</b>	<b>1,077,651</b>
Employee Entitlements	75,722	87,898
Rounding	-	-
<b>Total Liabilities</b>	<b>369,051</b>	<b>1,165,549</b>
<b>Net Assets</b>	<b>2,131,125</b>	<b>2,397,537</b>
<b>Equity</b>		
<b>Accumulated Funds</b>		
Accumulated Funds	1,302,479	1,398,312

Table 4: Statement of Financial Position

	30 JUN 2024	31 AUG 2023
Transfer (To)/From Reserves	143,946	(58,885)
Net Surplus/(Deficit)	(266,412)	(95,833)
<b>Total Accumulated Funds</b>	<b>1,180,013</b>	<b>1,243,595</b>
<b>Reserves</b>		
<b>Dedicated reserves</b>		
Asset Replacement Reserve	21,794	21,794
<b>Total Dedicated reserves</b>	<b>21,794</b>	<b>21,794</b>
<b>Restricted Reserves</b>		
National Anglers Survey Reserve	105,125	134,675
Research Reserve	233,674	228,536
RMA/Legal Fund Reserve	587,990	768,016
Staff Development Grant Reserves	2,528	921
<b>Total Restricted Reserves</b>	<b>929,317</b>	<b>1,132,149</b>
<b>Total Reserves</b>	<b>951,112</b>	<b>1,153,943</b>
<b>Total Equity</b>	<b>2,131,125</b>	<b>2,397,537</b>

## Table 5: Aged Receivables Summary

### New Zealand Fish and Game Council

As at 30 June 2024

#### Ageing by due date

CONTACT	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
Auckland/Waikato Fish & Game Council	324.57	-	-	-	-	-	324.57
Carmel Veitch (cveitch@fishandgame.org.nz)	61.44	-	-	-	-	-	61.44
Central South Island Fish and Game Council	941.11	-	-	-	-	-	941.11
Eastern Fish and Game Council	2,277.99	138.00	-	-	-	-	2,415.99
Gun City	2,587.50	-	-	-	-	-	2,587.50
Hawke's Bay Fish and Game Council	1,757.54	-	-	-	-	-	1,757.54
Herengaanuku	948.75	-	-	-	-	-	948.75
Nelson Marlborough Fish & Game Council	7,704.10	-	-	-	-	-	7,704.10
New Zealand Game Bird Habitat Trust	1,179.80	-	-	-	-	-	1,179.80
New Zealand Police	1,164.38	-	-	-	-	-	1,164.38
North Canterbury Fish and Game Council	1,392.44	-	-	-	-	-	1,392.44
Northland Fish and Game Council	145.55	-	-	48.30	-	-	193.85
Otago Fish and Game Council	841.18	-	-	-	-	-	841.18
Southland Fish and Game Council	138.00	-	-	-	-	-	138.00
Taranaki Fish and Game Council	157.87	-	-	-	-	-	157.87
West Coast Fish and Game Council	69.00	-	-	-	-	-	69.00
<b>Total</b>	<b>21,691.22</b>	<b>138.00</b>	<b>-</b>	<b>48.30</b>	<b>-</b>	<b>-</b>	<b>21,877.52</b>
<b>Percentage of total</b>	<b>99.15%</b>	<b>0.63%</b>	<b>-</b>	<b>0.22%</b>	<b>-</b>	<b>-</b>	<b>100.00%</b>

## Table 6: Aged Payables Summary

### New Zealand Fish and Game Council

As at 30 June 2024

#### Ageing by due date

CONTACT	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	OLDER	TOTAL
<b>Aged Payables</b>						
Air New Zealand Travel Card	2,951.40	-	-	-	-	2,951.40
Auckland/Waikato Fish & Game Council	1,086.75	-	-	-	-	1,086.75
Barrie Barnes	589.98	-	-	-	-	589.98
BDMA Revolution Limited	161.00	172.50	-	-	-	333.50
Central South Island Fish and Game Council	2,351.76	-	-	-	-	2,351.76
Computer & Telephone Services Ltd	313.67	-	-	-	-	313.67
Corina Jordan (cjordan@fishandgame.org.nz)	7,522.10	-	-	-	-	7,522.10
DECISIONS AS	-	-	-	-	2,335.20	2,335.20
Eastern Fish and Game Council	110.98	-	-	-	-	110.98
Employment Hero Pty Ltd CC	1,288.00	-	-	-	-	1,288.00
Eyede Solutions Limited	1,039.53	-	-	-	-	1,039.53
Ferret Software Ltd	373.75	-	-	-	-	373.75
Fuji Xerox New Zealand Limited	29.42	-	-	-	-	29.42
Gemtech Solutions Limited	473.00	-	-	-	-	473.00
Hothouse Communications Limited	5,542.34	-	-	-	-	5,542.34
Instep	287.50	-	-	-	-	287.50
Kahu Environmental Limited	5,817.56	-	-	-	-	5,817.56
Latitude Strategy & Communication Limited	6,238.75	-	-	-	-	6,238.75
Lexis Nexis DD	6,430.99	-	-	-	-	6,430.99
Mobile On-Site Shredding Ltd	715.30	-	-	-	-	715.30
New Zealand Couriers- Wellington	428.58	-	-	-	-	428.58
New Zealand Mail Group	1,459.44	-	-	-	-	1,459.44
North Canterbury Fish and Game Council	12,786.21	-	-	-	-	12,786.21
One New Zealand	371.50	-	-	-	-	371.50
Otago Fish and Game Council	1,834.21	-	-	-	-	1,834.21
Redstripe Limited	5,379.69	-	-	-	-	5,379.69
Sandiford Print	59.00	-	-	-	-	59.00
Southland Fish and Game Council	870.34	-	-	-	-	870.34
The Lab	6,348.00	-	-	-	-	6,348.00
Wellington Fish and Game Council	9,529.08	-	-	-	-	9,529.08
Wellington Rubbish Removal	373.75	-	-	-	-	373.75
West Coast Fish and Game Council	13,549.88	-	-	-	-	13,549.88
Windcave New Zealand Limited DD	50.03	-	-	-	-	50.03
Wonderlab	828.00	-	-	-	-	828.00
<b>Total Aged Payables</b>	<b>97,191.49</b>	<b>172.50</b>	<b>-</b>	<b>-</b>	<b>2,335.20</b>	<b>99,699.19</b>
<b>Total</b>	<b>97,191.49</b>	<b>172.50</b>	<b>-</b>	<b>-</b>	<b>2,335.20</b>	<b>99,699.19</b>



Table 6: Aged Payables Summary

CONTACT	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	OLDER	TOTAL
Percentage of total	97.48%	0.17%	-	-	2.34%	100.00%

**Table 7: Research Fund - Committed Funds**

New Zealand Fish and Game Council

As at 30 June 2024

Project Ref	Project Name	Coordinator	Council	Date Approved	Completion Dates	Total Approved	Total Spent to Date	Commitment	Status/Comments
56	Game Harvest Survey Analysis	Matthew Mc Dougall	Eastern	May-13		4,000	2,948	1,052	Ongoing \$500 budget every yr
61	Mallard Research -Duck Management Units	Matthew Mc Dougall	Eastern	Sep-15		3,000	655	2,345	
67.2	Mallard Research -Cat GPS pilot study	Zane Moss	Southland	May-16		9,300	7,617	1,683	
68	Environmental DNA to identify spawning & establish protocols	Phil Teal/Adam Canning	Wellington	May-17		50,000	41,290	8,710	Massey Sequencing DNA, trial continues next spring spawning
70	Liminological variables on food web dynamics in Lake Tarawera	Matt Osborne	Eastern	May-17		15,000	15,000	-	Fieldwork progressing
75	Native Fish/Sports interactions	Phil/Adam Canning	Wellington	Apr-18		50,000	32,557	17,443	Fieldwork progressing - Amy finished thesis requirement - AC to assist with 2 papers.
76	Mallard Research - Brood Habitat selection and use	David Klee	Akld/Waik	Jul-18		21,000	17,391	3,609	Fieldwork progressing
77.2	Research into Womens Angling	Cohen & Otago	Otago	Apr 22 & Nov 22		23,500	23,500	-	
78.1	Fishing for Mental Health Aug 22 and Nov 23	Cohen Stewart	Southland	Aug-22		34,375	10,473	23,902	Add titional Funding approved meeting 166
78.2	Sustainable Food Harvest	Chris Newton	Hawkes Bay	Aug-22		12,000	12,000	-	Project completed - waiting oin report
79	Engaging with Mana Whenua	Corina Jordan	NZC	Nov-22		28,330	26,656	1,674	
80	Insight work - environmental synthesis - Gerhard Uys	Corina Jordan	NZC	Nov-22		40,000	10,000	30,000	
81	Species FW Science	Corina Jordan	NZC	Nov-22		30,000	-	30,000	
82	Australasian Shoveler	Matt McDougall	Eastern	Apr-23		8,000	-	8,000	
83	Licence Sales Insights	Corina Jordan	NZC	Apr-23		21,000	17,015	3,985	
84	Trout Populations & Relationships	Corina Jordan	NZC	Apr-23		38,790	-	38,790	
85	85 NZIER Economic Contribution of Fesh Water Angling			Feb-24		62,481		62,481	Actual Quote \$59,875
	<b>TOTALS</b>							<b>\$ 233,675</b>	

**Recommendation: Accept Research Fund of \$233,675 as at 30 June 2024**

## Staff Development Fund

As at 30 June 2024

### Table 8: Current Staff Development Projects and Commitments

New Zealand Fish and Game Council

As at 30 June 2024

APPROVED	REGION	AWARDED TO	Amount	ACTUAL SPENT	Refund w/draw n	COMPLETED	Report Received	COMMIT- MENT
6/04/2023	Otago	Steve Dixon - Recirculating Aquaculture Systems Rasmus - Speaker at the March 2024 World	6,000	5,079	921	Yes	Yes	-
24/11/2023	NC	Fisheries Conference	6,000	6,000		Yes	No	-
16/02/2024	Otago	Ian - R3 conference	5,049	5,021		Yes	Yes	28
20/04/2024	CSI	Hamish - San Fran Delto Science Conf	2,500	-		No	n/a	2,500
TOTAL Commitment			19,549	16,099	921	-		2,528

#### Table 8a : Available Funds -Staff Development Grant

Balance Available 31 August 2023	128
Plus 2023/24 Budget	10,000
Plus Withdrawn Funds	921
<b>Less approved</b>	
Rasmus - Meeting 166	- 6,000
Ian - Meeting 167	- 5,049
Balance available for Funding to August 2024	0
<b>Fundng available for 2024/25</b>	<b>10,000</b>
<b>Less Approved</b>	
Hamish Stevens - Meeting 168	- 2,500
<b>Funds Available for 2024/25</b>	<b>7,500</b>



# National Finance Report

## NZ Fish and Game Council Meeting 170 – 23<sup>rd</sup> -24<sup>th</sup> August 2024

Prepared by: Carmel Veitch, CFO, NZ Fish and Game Council

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### Summary of considerations - Kōrero taunaki

#### *Purpose*

1. This report to the New Zealand Fish and Game Council presents the National Finance report as at 30 June 2024.

#### *Financial Considerations*

- Nil       Budgetary provision       Unbudgeted

#### *Risk*

- Low       Medium       High       Extreme

### CEO Recommendations - Ngā taunaki

CEO recommends that NZC:

1. Receive the information as presented in the National Finance Report as of 30 June 2024.

## Background- Takenga mai

- This report is tabled to the NZC to give a snapshot of the YTD spending across the Councils.

## Discussion - Kōrerorero

- Refer to Table 1 for the summary of YTD spending.

<b>Table 1: National Fish &amp; Game Financial Report</b>						
<b>As at 30 June 2024</b>						
<b>Year to Date Expenditure against Total Approved Budget</b>						
<b>Council</b>	<b>Approved Budget</b>	<b>Approved from Reserves</b>	<b>RMA/Legal Spend Approved from Reserves</b>	<b>Total Budget (inc from Reserves)</b>	<b>Net Expenditure</b>	<b>YTD %</b>
Northland	581,107	10,537	-	591,644	454,776	77%
Auckland/Waikato	909,097	38,137	-	947,234	665,111	70%
Eastern	1,278,944	43,209	-	1,322,153	1,055,828	80%
Hawkes' Bay	380,624	5,652	-	386,276	273,827	71%
Taranaki	419,692	1,244	-	420,936	279,747	66%
Wellington	830,600	14,242	120,000	964,842	737,881	76%
Nelson/Marlborough	564,125	32,704	-	596,829	408,177	68%
North Canterbury	1,003,286	74,521	-	1,077,807	860,000	80%
West Coast	351,136	5,895	35,641	392,672	338,755	86%
Central South Island	877,010	129,184	-	1,006,194	764,480	76%
Otago	1,233,468	95,819	26,947	1,356,234	980,838	72%
Southland	823,924	161,655	16,572	1,002,151	667,547	67%
NZC	1,290,295	130,000	-	1,420,295	1,150,330	81%
National inc RMA & Research	2,081,600	539,000	-	2,620,600	1,684,540	64%
<b>Total</b>	<b>12,624,908</b>	<b>1,281,799</b>	<b>199,160</b>	<b>14,105,867</b>	<b>10,321,835</b>	<b>73%</b>
<b>10 months of the year completed, which represents</b>					<b>83%</b>	<b>of the year</b>

## Financial Implications

- With 83% of the year completed, All Councils range from 67% to 86% of spending YTD.

## Risks and Mitigations

- At present there are no apparent risks, however, all Councils need to work within their budgets and notify NZC if planning to spend from reserves so that reserves levels can be monitored.

## Ngā mahinga e whai ake nei - Next Actions

- Continue to monitor and support Councils.

## Research & Monitoring Programme Update

New Zealand Fish and Game Council Meeting 170 – 23rd – 24th August 2024

**Prepared by:** Heather Sanders Garrick, Quantitative Ecologist, NZ Fish and Game Council

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### Kōrero taunaki - Summary of considerations

#### *Purpose*

This report provides an update to the New Zealand Fish and Game Council on the status of the Research Fund and to present updates to ongoing research funded by the Research Fund.

#### *Financial Considerations*

Nil       Budgetary provision       Unbudgeted

#### *Risk*

Low       Medium       High       Extreme

### Ngā taunaki - Staff Recommendations

That the New Zealand Fish and Game Council:

1. Receive the update on the status of the Research Fund and research funded by the fund; and
2. Note the current financial status of the Research Fund.

## Whakarāpopoto - Executive Summary

- 1 There is no available balance remaining in the Research Fund for the 2023/24 fiscal year.

## Takenga mai - Background

- 2 As of 29 February 2024, there are \$244,977 committed funds from the Research Fund. There is no available balance to fund new research applications in the 2023/24 fiscal year.
- 3 An update on research that received funding approval 3+ years ago is available. All project coordinators were contacted to provide updates. Updates for studies 3+ years old which were not received are listed as unavailable.

## Kōrerorero - Discussion

### Findings of Ongoing Research:

#### #56 – Game Harvest Survey Analysis

Coordinator: Matthew McDougall, Eastern Fish & Game

Update: As previously indicated, the database and programme now reside on a public domain website under the direct control and administration of Fish & Game. The programme has been refined and upgraded to give it much greater functionality and accessibility for regional staff. Graphing functions and the ability to identify estimates of total harvest across multiple regions/all of the country, and harvest within a region attributable to licence holders from outside that region can be very readily accessed now. The five-year subscription for hosting the website will not be due for approximately another three years, and no other costs associated with maintaining this facility are anticipated from now on. It would be wise, however, to retain \$500 against the project in case there are any issues.

#### #61 – Mallard Research: Duck Management Units

Coordinator: Matthew McDougall, Eastern Fish & Game

Update: Eastern, Hawke's Bay, and Auckland data have been analysed still waiting on Wellington data to be supplied.

#### #67.2 – Mallard Research: Cat GPS Pilot Study

Coordinator: Zane Moss, Southland Fish & Game

Update: This study has now been completed. The results are currently being presented as a manuscript, and the first draft will be circulated amongst all potential authors by the 30th of July 2024, with the aim of submitting the paper as soon as possible thereafter.

#### #68 – Environmental DNA to Identify Spawning & Establish Protocols

Coordinator: Phil Teal/Adam Canning, Wellington Fish & Game

Update: Unavailable

**#70 – Limnological Variables on Food Web Dynamics in Lake Tarawera**

Coordinator: Matt Osborne, Eastern Fish & Game

Update: This project was completed in 2023 and the committed funds have been fully spent. The final report to the council is available.

**#75 – Native Fish/Sports Interactions**

Coordinator: Phil Teal/Adam Canning, Wellington Fish & Game

Update: Unavailable

**#76 – Mallard Research – Brood Habitat Selection and Use**

Coordinator: David Klee, Auckland/Waikato Fish & Game

Update: This project was completed in 2019, though committed funds remain. The final report to the council is available.

**Ngā kōwhiringa - Options**

- 4 There are no current actions for consideration.

**Whai whakaaro ki ngā whakataunga - Considerations for decision-making*****Financial Implications***

- 5 There are no new financial implications.

***Legislative Implications***

- 6 There are no legal implications to consider.

***Section 4 Treaty Responsibilities***

- 7 There are no Section 4 Treaty Responsibilities for consideration.

***Policy Implications***

- 8 There are no policy implications.

***Risks and mitigations***

- 9 There are no risks or mitigations.

***Consultation***

- 10 There are no actions available for consultation.

**Ngā mahinga e whai ake nei - Next actions**

There are no applicable next actions.

**Table 7: Research Fund - Committed Funds**

New Zealand Fish and Game Council

As at 30 June 2024

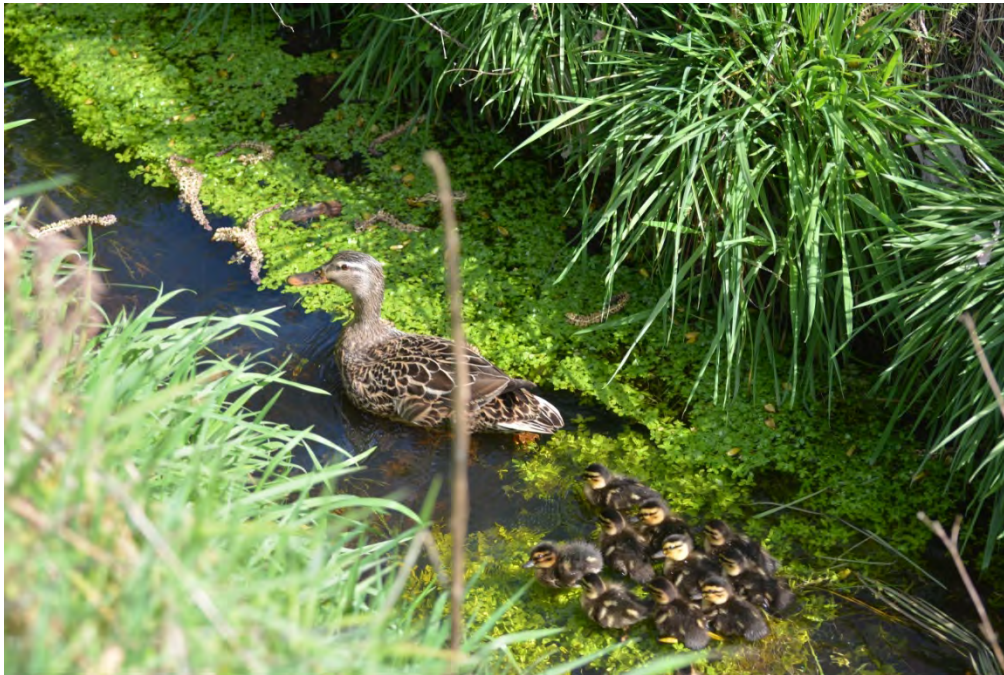
Project Ref	Project Name	Coordinator	Council	Date Approved	Completion Dates	Total Approved	Total Spent to Date	Commitment	Status/Comments
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78.1	Fishing for Mental Health Aug 22 and Nov 23	Cohen Stewart	Southland	Aug-22		34,375	10,473	23,902	Add titional Funding approved meeting 166
78.2	Sustainable Food Harvest	Chris Newton	Hawkes Bay	Aug-22		12,000	12,000	-	Project completed - waiting oin report
79	Engaging with Mana Whenua	Corina Jordan	NZC	Nov-22		28,330	26,656	1,674	
80	Insight work - environmental synthesis - Gerhard Uys	Corina Jordan	NZC	Nov-22		40,000	10,000	30,000	
81	Species FW Science	Corina Jordan	NZC	Nov-22		30,000	-	30,000	
82	Australasian Shoveler	Matt McDougall	Eastern	Apr-23		8,000	-	8,000	
83	Licence Sales Insights	Corina Jordan	NZC	Apr-23		21,000	17,015	3,985	
84	Trout Populations & Relationships	Corina Jordan	NZC	Apr-23		38,790	-	38,790	
85	85 NZIER Economic Contribution of Fesh Water Angling			Feb-24		62,481		62,481	Actual Quote \$59,875
	<b>TOTALS</b>							<b>\$ 233,675</b>	

**Recommendation: Accept Research Fund of \$233,675 as at 30 June 2024**

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# Mallard duckling survival in response to brood habitat selection and use in Southland and Waikato

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**Prepared for:** New Zealand Fish and Game Council  
78 Victoria Street, Wellington 6011

**Project:** Mallard brood habitat selection and use

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August 2019

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## Document history and review

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This report was reviewed internally and peer-reviewed by David Klee (Auckland/Waikato Fish and Game) and Matt McDougall (Eastern Fish and Game) as follows:

<b>Version</b>	<b>Release Date</b>	<b>Reviewed by</b>
Initial draft	1 June 2019	Simax Ecology internal review
V1 – Preliminary results	18 June 2019	M. McDougall (8 July)
V2 – Updated results and discussion	10 July 2019	D. Klee & M. McDougall (19 July)
V3 – Updated following peer-review feedback	24 July 2019	Simax Ecology internal review
V4 – Updated following internal review	28 July 2019	D. Klee (7 August; via email)
V5 – Updated management recommendations	12 August 2019	D. Klee (21 August)
V6 – Additional updates to management recommendations	20 August 2019	M. McDougall (21 August)
V7 – Incorporated edits from peer-review and finalised report	22 August 2019	D. Klee (23 August)
Final version	27 August 2019	—



## Executive summary

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Duckling survival is the most influential vital rate affecting population change of mallards (*Anas platyrhynchos*) in New Zealand. Understanding how habitat choices affect duckling survival can provide valuable insights for managing landscapes to increase productivity. Here, we evaluated habitat-selection of brood-rearing females at a spatial scale consistent with the brood-rearing habitat/home-range (200 m radius brood buffer) and evaluated whether habitat selection is adaptive (i.e., improves duckling survival) or maladaptive (e.g., decreases duckling survival or has no influence). We also assessed the use of smaller, local-scale habitats (within 5 m<sup>2</sup> of the brood) and investigated which characteristics were associated with higher duckling survival rates.

During 2014–2015, we conducted 2,252 observations of 190 brood-rearing female mallards on two study sites; one in Southland and one in Waikato. We used ArcGIS Pro to identify used and available habitats around brood travel routes and we used these data to predict duckling survival from interval-specific observation matrices of offspring counts and other covariates. We evaluated selection using generalized linear models and analyzed duckling survival data using a Bayesian hierarchical generalized linear model that simultaneously estimated daily duckling and brood survival, and individual duckling and brood detection. To further increase our understanding of local-scale habitats, we also related duckling survival to two different spatial scales of local habitat use: i) ‘third-order habitat use’ of the nearest waterbody, and ii) ‘fourth-order habitat use’ of the habitat where the brood was observed.

Habitat selection was strongest when drains, ponds, effluent ponds or sedge habitat constituted greater than 11%, 7%, 5%, or 13% of the brood buffer, respectively. Mallards that selected brood buffers with greater proportions of effluent ponds and streams experienced higher duckling survival, indicating adaptive selection. However, mallards also selected brood buffers with higher proportions of drains and ponds despite lower duckling survival associated with increased areas of these habitat types, suggesting these habitats may be ecological traps. Although we found no evidence of selection or avoidance of hedgerows, this habitat was associated with higher duckling survival, implying mallards may not always recognize beneficial habitats. Survival was also affected by water balance deficit such that daily duckling survival increased as soil moisture levels approached saturation.

Of the 2252 brood observations, 26% occurred in paddocks, 23% occurred in or near ponds, 18% occurred in streams, creeks or rivers, 17% occurred in drains, 7% occurred in effluent ponds and the remaining 9% occurred near roads or in fields. Duckling survival decreased when broods were closest to water and when there was taller vegetation within 5 m<sup>2</sup> of the brood observation, but was unaffected by habitat type, vegetation type, the percent of overhead cover or the percentage of emergent vegetation at the nearest waterbody.

Mallards exhibited both adaptive and maladaptive patterns of habitat selection of brood-rearing areas. Brood-rearing females tended to select areas with more drains, ponds, effluent ponds and to a lesser extent, streams. But at the brood-buffer scale only effluent

ponds conferred fitness benefits. These results suggest that (at the home-range scale) effluent ponds and streams may benefit ducklings while ponds and drains may act as ecological traps. Pronounced differences in waterbody characteristics, predator and invertebrate communities, and/or nutrient runoff and pollution may explain these results.

Given the importance of drains, streams, ponds and effluent ponds to duckling survival and habitat selection and use, additional research should be undertaken to evaluate predator and macroinvertebrate communities, and the chemical composition of each waterbody type. Such information could yield important insights into why ducklings survive better in certain waterbodies than others and may direct management actions in regards to predators, food sources, pollution and wetland vegetation.

In conclusion, we recommend that managers:

- i) Focus on increasing the area of sedge/rush habitat to attract birds to high quality wetlands (such as areas with lower predator numbers), while discouraging abundant planting of tall vegetation (i.e., some trees and shrubs might be okay, but too many seem to be detrimental).
- ii) Maintain hedgerows or promote planting of hedge species near important waterbodies.
- iii) Educate landowners about the importance of effluent ponds and encourage them to maintain riparian margins and fences. If landowners have lined ponds, then managers should also encourage wildlife escape mechanisms.
- iv) Maintain and enhance streams with dense ground cover vegetation (and hedge species).
- v) Direct efforts to prevent the removal of sub-surface drainage, especially during peak brood-rearing and promote the creation of seasonal or ephemeral wetlands.
- vi) Further investigate which characteristics of effluent ponds and streams promote duckling survival and whether these characteristics can be manipulated throughout other waterbodies to enhance duckling survival.
- vii) Continue to direct efforts to enhance habitat characteristics that have been linked to improved duckling survival or abundance, as determined from this study and associated studies throughout NZ. This includes increasing riparian margins, improving the quality of existing ponds and wetlands, identifying and conserving or creating wetlands where pest-fish have not established and promoting the creation and preservation of ephemeral wetlands.
- viii) Undertake initiatives to protect females during nesting and non-breeding seasons by protecting important nesting habitats or encouraging hunters to harvest fewer hens.
- ix) Conduct additional research to better understand predator and invertebrate communities of various habitat types so additional actions can be taken to improve these areas.

## Acknowledgements

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We are grateful for the hard work of David Klee (Auckland/Waikato Fish and Game), Julie Unfried, Erin Garrick, Taylor Davis, Jillian Cosgrove, Nathan Cross, Walker Price, Evan Shields, Nicole Benson, Riley Bartel, Katie Gibbs, Jane Reeves, Taylor Parker, Zane Moss (Southland Fish and Game), Cohen Stewart (Southland Fish and Game) and several other volunteers for their time, dedication and assistance with field work. Special thanks to Simon Allard for his prolonged assistance with field work, technical support and geospatial expertise. We especially thank private landowners for their support and land access. Ducks Unlimited Canada provided equipment and logistical support. Our research and procedures were approved under the University of Auckland Animal Use Permit 001331.

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## INTRODUCTION

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Duckling survival is the most influential factor affecting population growth of mallards (*Anas platyrhynchos*) in New Zealand (Sheppard 2018). Population models derived from data collected during 2014–2015 indicate a decreasing population ( $\lambda = 0.84$ ; 95% CI = 0.69–1.03) but suggest that a 14% increase in cumulative duckling survival rates could lead to a stable population (Sheppard 2018). Low duckling survival may result from unproductive brood-rearing habitat, inadequate food sources or high predation rates and management of these factors may help promote duckling survival and ultimately result in population growth.

To date, research in New Zealand (NZ) has found that duckling survival increased with brood age and older females successfully raise more offspring, particularly in Southland (Garrick et al. 2017, Sheppard 2018). Data collected from 190 broods and 1780 ducklings during 2014–2015 suggested that brood and duckling survival were unaffected by year, as well as rainfall or temperature during brood-rearing (Sheppard 2018), while analysis of 438 ducklings from Southland in 2014 indicated that brood survival is unaffected by pasture type (dairy vs. sheep) but increased with the presence of ephemeral water and distance from anthropogenic structures (Garrick 2017). In the Bay of Plenty, McDougall et al. (2018) found that brood presence increased with drain width, the absence of drain maintenance and a greater extent of riparian grass and floating vegetation within the drain. However, researchers have yet to investigate several other exogenous factors that may affect duckling survival such as food availability, predation, predator abundance and habitat selection and use. Obtaining a better understanding of how any unexplored extrinsic factor may affect duckling survival will help guide management decisions in NZ.

During the “Mallard telemetry project” information on brood habitat use was collected but linking habitat-specific characteristics to duckling survival was outside the main scope of the PhD (Sheppard 2018) and MSc (Garrick 2015). Given the importance of duckling survival to population growth and the fact that this information has already been collected, a logical next step of the Mallard Research Program is to assess brood habitat use and selection. Relating duckling survival to habitat use and selection will provide valuable insights which may help increase duckling survival, and ultimately improve mallard productivity.

Here, we evaluated habitat selection of brood-rearing females at a spatial scale consistent with the brood-rearing habitat/home-range (200 m radius brood buffer) and evaluated whether habitat selection is adaptive (i.e., improves duckling survival) or maladaptive (e.g., decreases duckling survival or has no influence). We also assessed the use of smaller, local-scale habitats (within 5 m<sup>2</sup> of the brood) and investigated which characteristics of local-scale brood habitats are associated with higher duckling survival rates. We provide management recommendations on habitat improvement techniques and future research requirements

## **Habitat selection definitions and descriptions**

This report investigates habitat selection and use, and focuses on identifying which habitats confer reproductive benefits. Additionally, we aim to identify any potential ecological or perceptual traps that may exist. Here, we provide definitions and descriptions of terms related to habitat selection so readers can better understand the results and outcomes of this project.

***Adaptive habitat selection*** – occurs when organisms select and/or prefer habitats that increase fitness.

***Brood-site selection*** – a result of second-order habitat selection. In this study, brood-site selection is determined by comparing habitats used by broods (brood buffer) to habitats that were not used by broods (random buffer).

***Brood habitat use*** – akin to fourth-order habitat selection, but simply describes patterns of habitats used by broods. In this study, information on local-scale habitat use was collected during brood observations. For instance, we recorded the percent of overhead cover, the type of habitat the brood was in (i.e., pond vs. paddock), and the width of the riparian margin. While habitat selection cannot be inferred from this information, it can provide important information about habitat use patterns, which may aid conservation/management decisions.

***Ecological trap*** – a type of evolutionary trap that occurs when an organism prefers/selects a habitat that is associated with lower fitness (i.e., the choice is maladaptive; Patten and Kelly 2010). For instance, insects may lay eggs on wet asphalt because reflection from nearby polarized lights create the appearance of favourable wetlands, but the water and eggs quickly dry up before eggs can hatch (Malik et al. 2010).

***Evolutionary trap*** – in environments that have been anthropogenically modified or altered, or in new, novel environments, organisms make maladaptive behaviour or life-history choices based on formerly reliable environmental cues, despite the availability of higher quality options (Schalaepher et al. 2002).

***Fitness*** – a vital rate measurement such as nest success or life-time reproductive success. In this study, we measure fitness as duckling survival.

***Fitness/reproductive benefit*** – an increase in a measured vital rate in relation to a given habitat type. In this study, habitats that have reproductive benefits yield higher duckling survival.

***Habitat*** – a piece of terrain large enough to meet all the resource requirements of an organism, enabling it to spend at least one breeding year there, and comprised of distinguishable habitat patches (or types) which differ from one another in ways that affect fitness (Orians 1980). In this study, habitat is the landscape/study area.

***Habitat abundance*** – the quantity of a given habitat type in the environment (Johnson 1980). In this study, we measure habitat abundance by calculating the proportion of various habitat types within the brood buffers (the broods' home-range).

**Habitat availability** – the accessibility of a given habitat type to an organism (Johnson 1980). There are no lakes or orchards located throughout the Southland study area, so these habitat types are unavailable to broods there. Typically, if use exceeds availability, we have selection.

**Habitat type** – a distinguishable difference in habitat. In this study, we identify several habitat types (rank grass, woody cover, sedge) and use these in our evaluation of habitat selection.

**Habitat preference** – how organisms use their environment in relation to the habitats that are available; in accordance with the habitat selection theory, habitat preferences should be adaptive such that fitness is higher in preferred habitats and reliable environmental cues reflect habitat quality (Johnson 1980, Martin 1998). Habitats are preferred if use exceeds availability or avoided if availability exceeds use, thus preference is measured as the likelihood of a given habitat being chosen when offered on an equal basis with other habitat types (Johnson 1980). For instance, if there was only one lake in Southland (e.g., low availability) and a high number of broods used this lake (e.g., high use), then we would conclude that broods in Southland preferred and selected lakes.

**Habitat selection** – A hierarchical process that results from the disproportionate use of a given habitat type, and in theory, influences individual survival and fitness (Hutto 1985, Block and Brennan 1993); the process by which organisms actually chose a given habitat type (Johnson 1980). For instance, mallards might choose effluent ponds because they have more food resources for ducklings and through experience (or based on an environmental cue) they know that ducklings will be more likely to survive and grow faster in such habitats. As defined by Johnson (1980), there are four orders of selection:

- i) First-order selection – the selection of the physical or geographical range of a species (i.e., the Waikato)
- ii) Second-order selection – determines the home-range or core use-area of an individual (i.e., brood-rearing habitat or brood buffer)
- iii) Third-order selection – pertains to the use of various habitat components within the home-range (i.e., ponds within the brood habitat, or a feeding site within the home range)
- iv) Fourth-order selection – The procurement or use of items or habitats available at the site of selection (i.e., the use of a tree for cover at a pond within the brood area)

**Habitat selection pattern** – whether differences exist between used and available habitat (Clark and Shutler 1999).

**Habitat selection process** – whether and how successful and unsuccessful sites (in terms of fitness such as duckling survival) differ (Clark and Shutler 1999).

**Habitat selection theory** – suggests that animals should select habitats that optimize survival and reproductive success; if the process of habitat selection is adaptive, organisms should prefer higher quality habitats and avoid lower quality habitats (Levins 1968, Orians 1980).

**Habitat selection trade-off** – when birds select a habitat that benefits a given vital rate at the expense of a different vital rate. For instance, if roadsides are beneficial for nest survival but maladaptive for duckling survival because broods have to travel further to get to water (which decreases duckling survival), then there would be a trade-off between selecting nest-sites along roads.

**Habitat use** – refers to the way in which organisms use the environment to meet their life history needs such as the kind of food it consumes and the varieties of habitats it occupies; in other words, the quantity of a given habitat used by an organism (Johnson 1980).

**Habitat use patterns** – Describes the distribution of individuals across habitat types and are the end result of habitat selection processes (Hutto 1985, Jones 2001).

**Perceptual trap** – a type of evolutionary traps that occurs when organism avoid habitats that result in higher fitness (Patten and Kelly 2010). For instance, if lakes have a lot of food available such that ducklings would grow fast and all survive if they used lakes, but ducks avoid lakes because they are lined with willows or because they prefer an alternative habitat such as effluent ponds, then we have a perceptual trap.

## METHODS

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### **Field methods and brood observations**

During 2014–2015, we captured 304 female mallards from study sites in Southland (46°12'S, 168°20'E) and Waikato (37°55'S, 175°18'E). In June or July of each year, 60 pre-breeding female per study area were equipped with a 22-g intra-abdominal radio-transmitter (Model IMP/150, Telonics, Mesa, Arizona, Sheppard et al. 2017). To monitor survival and to locate nests, we intensively tracked females using hand-held and truck-mounted radio-telemetry systems (Kenward 1987). From late August to early November, we located nests of unmarked mallards using a combination of techniques including beating vegetation with sticks during foot searches and using well-trained pointing dogs. We captured attending females on the nest during late incubation and equipped them with a 9-g back-mounted prong-and-suture radio-transmitter (Model LB-66, Telonics, Mesa, Arizona; Rotella et al. 1993, Paquette et al. 1997). Study sites, capture and marking procedures, and tracking regimes of pre-nesting and nesting birds are described in detail in Sheppard (2018). Due to the increased risk of mortality, ducklings were not equipped with transmitters or marked for future identification (Krapu et al. 2006, Amundson and Arnold 2010).

When we located nests, eggs were counted and candled to determine development stage (Weller 1956). We checked nests every 7–10 days until fate was determined and recorded the number of eggs during each visit. We passively checked nests using telemetry on the estimated day of hatch and every day thereafter until the female and ducklings left the nest (Sheppard 2018). We then approached the nest to confirm hatch and to count the remaining eggs and hatched membranes to determine initial brood size.

Following hatch, we tracked brood-rearing females every 1–3 days until the brood was 10 days of age, and then every 5–7 days thereafter until radio loss or failure occurred or the female: died; re-paired or flocked once ducklings were 45 days old or more; lost all the ducklings (e.g., complete brood mortality); or, successfully fledged at least 1 duckling (55–83 days post-hatch). Tracking abruptly ceased for 11 females that went missing before brood loss or a final count could be confirmed and for two broods that relocated to restricted land. During brood observations, we used binoculars or spotting scopes to obtain a full count of the surviving ducklings without disturbing the female and brood, but due to the secretive nature of broods and the landscape of the study areas, this was not always possible. At approximately 10, 30, 45, and 60 days of age, or whenever total brood failure was suspected, we used more invasive techniques (i.e., double observer methods, pushing/flushing broods towards hidden observers, closely approaching and flushing broods, or beat-outs) in an attempt to obtain full counts of the surviving ducklings. We classified brood observations as: i) full count, if investigator was confident in their count and could clearly see all ducklings present; ii) partial count, if investigator was uncertain of the count, the count was deemed incomplete, or the entire brood could not clearly be seen (i.e., visually blocked by vegetation, landscapes, or other structures); or, iii) mixed count, if ducklings were seen with more than one female and brood amalgamation was suspected, but separate counts of individual broods could not be obtained. Additional attempts were made to see the entire brood if a partial

count was suspected. If no sighting was obtained, the location of the female was estimated and 0 was logged as the count for ducklings, but observers made note of whether the female acted broody and if they suspected the brood was still alive or not.

During each brood observation, investigators recorded local-scale habitat information (within a 5 m<sup>2</sup> area of the brood) including the type of habitat the brood was in at the time of the observation (habitat type), the dominant vegetation type, the percent of overhead cover, and the height of the vegetation (Table 1 and Appendix 1). If the brood was near water, we also recorded the width of the riparian margin, the percent of emergent cover, the cover type of the waterbody, and whether the habitat was fenced. If the brood was also in a drain, we recorded the width, depth, type and shape of the drain (Table 1 and Appendix 1).

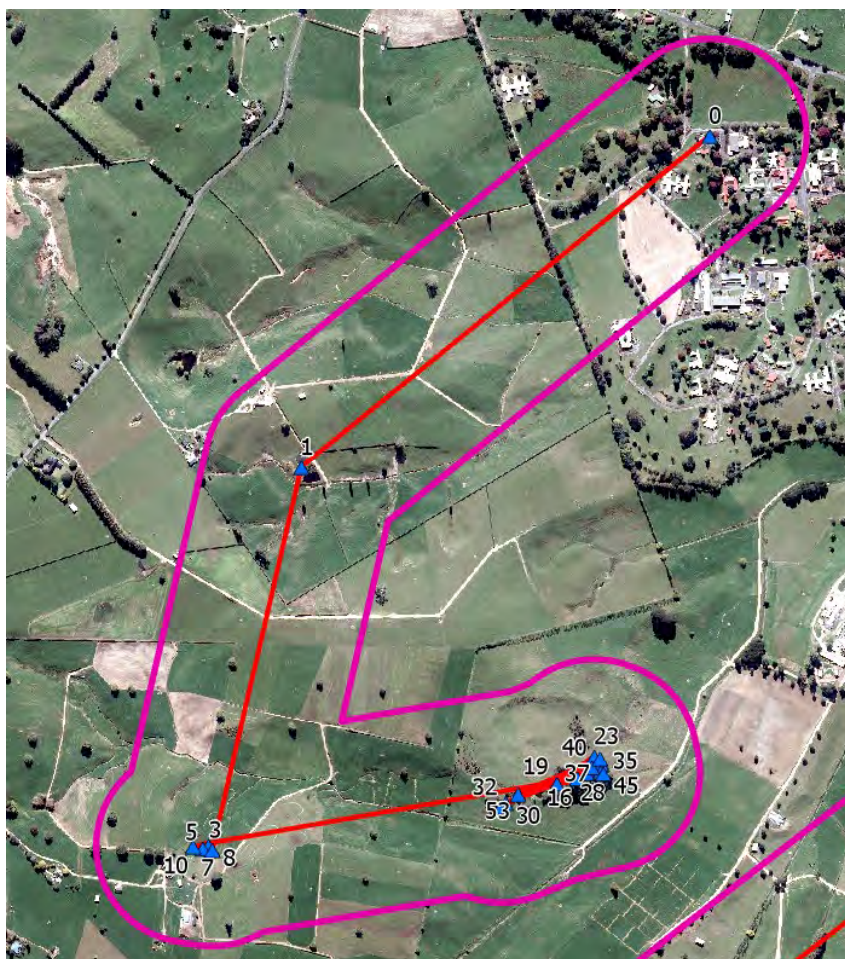
**Table 1 – Description of local-scale habitat characteristics recorded during brood observations.**

<b>Habitat characteristics</b>	<b>Description</b>
<b><u>Collected for all observations</u></b>	
Habitat type	A categorical variable describing the type of habitat the brood was in when first approached (not the habitat the brood was pushed into)
Vegetation type	A categorical variable describing the dominant type of vegetation within a 5 m <sup>2</sup> area of the brood when first observed
Vegetation height	The estimated maximum height (m; excluding outliers) of the vegetation within a 5 m <sup>2</sup> area of the brood
Overhead cover	The percent of mainly continuous layer of foliage above the brood (within 5 m <sup>2</sup> )
<b><u>Collected only if brood was near/in water</u></b>	
Riparian width	The estimated width of the riparian margin (m), from the edge of the water to the edge of the bank
Emergent cover	The estimated percent of emergent vegetation (aquatic plants that are rooted to the bottom of the waterbody and have grown out of the water, providing vertical cover for broods) of a waterbody
Cover type	A categorical variable that refers to the percent and arrangement of emergent vegetation around the waterbody (Appendix 1)
Fenced	A categorical variable indicating whether the waterbody was fenced, and if so, if it was completely or partially fenced (i.e., one side of drain is fenced but other is not)
<b><u>Collect only if brood was in drain/creek</u></b>	
Drain width	The estimated width of the drain (from top of drain's riparian edge to other riparian edge).
Drain depth	The estimated depth of the drain, from top of drain to water level
Drain maintenance	A categorical variable indicating whether the drain is maintained (not much vegetation in drain, sides are steep and possibly lack vegetation, often with piles of dirt evident along drain) or natural (vegetation growing on banks and in drain, drain densely vegetated and does not look like it has been disturbed in quite some time)
Drain shape	A categorical variable indicating whether the drain was V-shaped (steep, depth usually greater than 1-2 m; width of water is narrow) or U-shaped (shallow, width of water in the drain is wider)

### **Brood routes, brood buffers and random buffers**

Using ArcGIS Pro (v. 2.3.2, Esri Inc.), we created ‘brood routes’ by drawing a straight line from the nest-site through to consecutive brood locations (i.e., the relative path a brood used from hatch until brood fate was known; Figure 1). We assumed a straight-line trajectory between locations because we were unable to determine the actual path. Thus, if a brood had five observations, then the line ran through all five points in a chronological order.

Associated ‘brood buffers’ were created by placing a buffer around this line (Figure 1). We used the ‘adehabitat’ package (Calenge 2006) in R\*3.5.1 (R Core Team 2015) to investigate the distance moved between each consecutive brood movement retained in this analysis, and used this information to determine the appropriate buffer size that would encompass all habitats that the brood may have travelled through between observations. Mean movement of radio-marked brood-rearing females between consecutive observations was 226.4 m (SD = 421.4 m; range = 0 – 6006.9 m;  $n = 2128$  movements); therefore, we used a 400 m buffer (200 m radius).



**Figure 1 - Example of a brood route (red line) derived from brood location data of JU26 (blue triangles with days since hatch indicated for each point, where 0 = nest-site and hatch date) and the associated brood buffer (pink polygon) created by buffering the line by 200 m.**

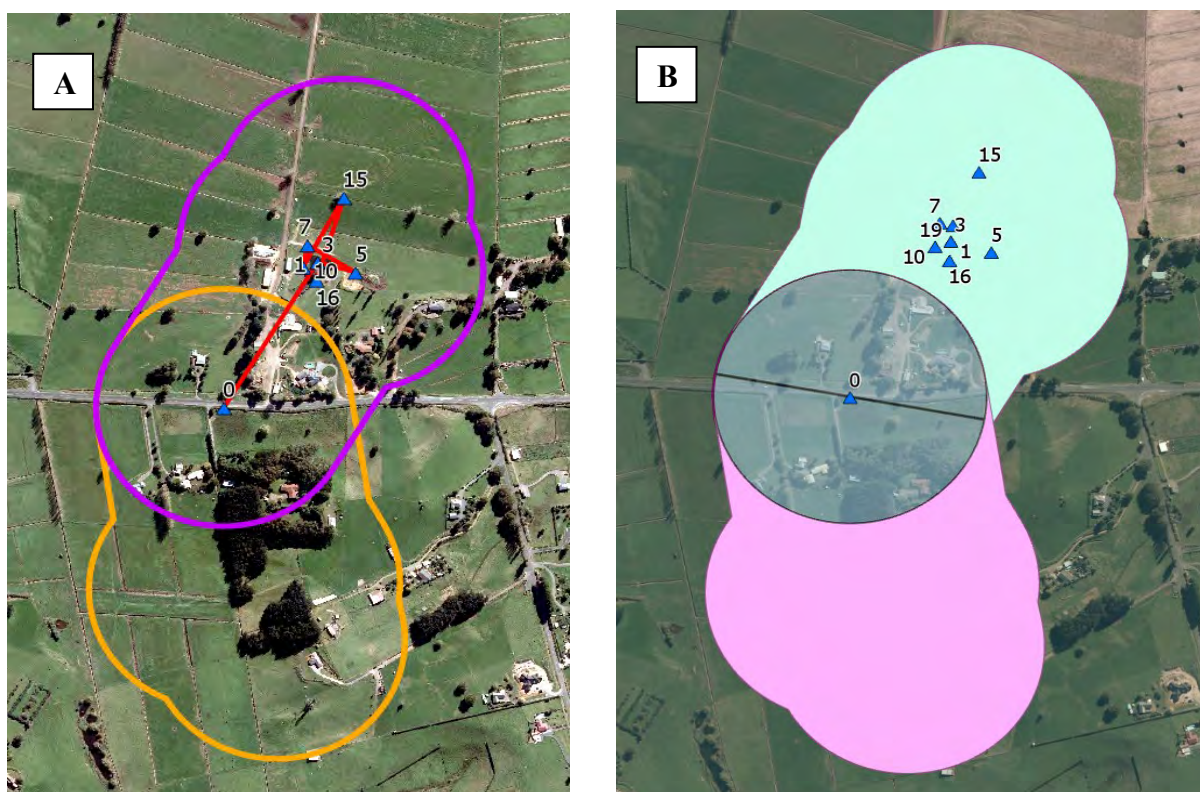
During the course of the study, we collected 2408 brood observations. We observed females up to three times following suspected brood loss and continued to track successful females until their batteries died or they left the study area; thus, some observations included location data of paired or flocked ducks which were no longer attending broods. Some observations indicated that females were on brood breaks as they were seen alone or paired, and often flushed and flew away from observers without acting broody, circling overhead or returning to the location after the observer immediately left the area. To remove potentially erroneous brood-location data (e.g., brood breaks, pairs, flocks, or other observations taken following brood failure) from our creation of brood buffers, we excluded observations from brood routes if: i) the female was seen flocked ( $n = 26$ ) or found dead ( $n = 1$ ) following suspected fledging (i.e., approximately 60 days or beyond); ii) observers already suspected the brood was lost during the previous observation and subsequent observations confirmed loss ( $n = 228$ ; i.e., if the female was seen with ducklings on day 8, but 0 ducklings on days 10, 12 and 15, then we included days 8 and 10 but excluded days 12 and 15); iii) the female went missing for <5 days but reappeared with a drake or in a flock ( $n = 2$ ; i.e., the last observation included was when the female was with the brood), or; iv) the female was on brood-break, as determined by her being in an unusual spot alone and flying away and not returning or circling (i.e., acting as though she had no brood), but was seen with ducklings on the following observation ( $n = 21$ ). We retained all observations where observers did not see the brood and/or female, but the female acted broody or observers indicated that they felt the brood was still alive.

To evaluate habitat selection of brood buffers, we followed methods of Bloom et al. (2011) and created ‘random buffers’ by randomizing the direction of the original brood route while keeping it anchored on the nest-site and maintaining the original shape of the brood buffer. To reduce overlap with the brood buffer, buffers were duplicated and then randomly rotated 90-270 degrees away from the original brood buffer and assigned as the random buffer. To do this, we exported a shapefile from ArcGIS Pro that included the geometry and spatial-attribute information of each nest-site (anchor point) and brood buffer and read these layers into FME Desktop (Safe Software Inc. 2018). We used the *random* function in Microsoft Excel to randomly generate a number between 90 – 270 degrees for each brood buffer and derived brood-buffer-specific rotation angles, which we then included in the FME layers and used the *feature rotator transformer* in FME to rotate each buffer around the anchor point (nest-site). Random buffers were anchored to the nest-site because brood-rearing habitat is constrained by nest location and we wanted to compare habitat selection patterns to other available routes from the nest-site (Figure 2A).

Anchoring the random buffer on the nest created complete overlap between the ‘brood buffer’ and ‘random buffer’ within a 200 m radius of the nest-site. To alleviate masking patterns of habitat selection as a result of this overlap, we followed methods of Bloom et al. (2011) and split the 200 m radius nest-buffer into two equal parts. We either split the buffer by drawing a straight line through the buffer from the point where the two buffers diverged (Figure 2B), or if the brood route was rather convoluted, we split the buffer such that the majority of brood locations that were within a 200 m radius of the nest-site were contained to one half of the buffer. We allocated each half of the nest-buffer to either the brood buffer or



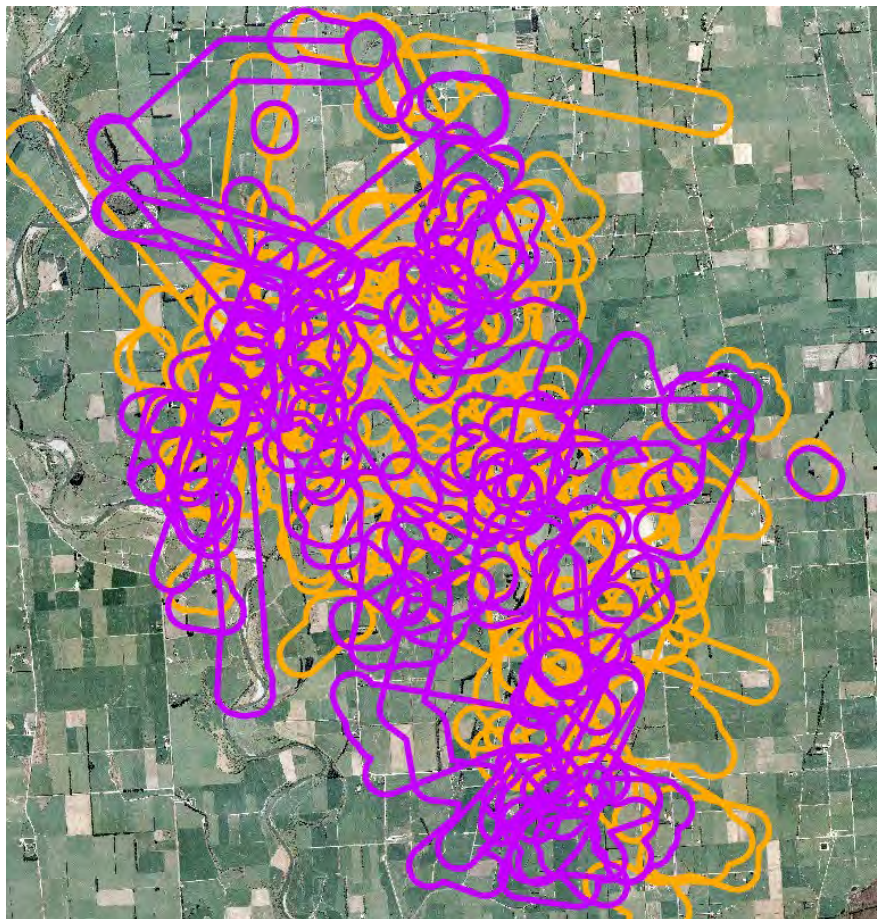
random buffer (whichever made most biological sense based on the brood route). This method reduced the overlap between brood and random buffers from 38% (SD = 21%, range = 0 – 99%) to 14% (SD = 18%, range = 0 – 75%); similarly to Bloom et al. (2011), we retained the remaining overlap. This overlap increased when broods stayed within close proximity to the nest during the entire duration of brood-rearing (Figure 3A) or moved in more than one direction around the nest-site (Figure 3B). Additionally, due to the density of nests and the size of brood buffers, particularly in Southland, overlap between nearby brood and random buffers was inevitable (Figure 4). Thus, brood buffers overlapped with 181 other brood buffers and 178 other random buffers; mean percent of this overlap was 22% and 23%, respectively.



**Figure 2 - Example of a: A) brood buffer (purple outline) and random buffer (orange outline) created by randomly rotating the buffer 90-270 degrees while remaining anchored on the nest-site of ES06, and B) splitting the nest buffer into two equal halves. The northern (top) portion of the nest buffer is then attributed to the brood buffer (blue polygon) while the southern (bottom) portion is attributed to the random buffer (pink polygon).**



**Figure 3 - Example of excessive overlap between brood (purple polygons) and random (orange polygons) buffers where: A) the brood remains close to the nest-site of ES10 and B) the brood moves in several directions around the nest-site of WP31.**



**Figure 4 - Illustration of overlap between brood buffers (purple polygon) and random buffers (orange polygon) in Southland.**

## **Geospatial classification**

Prior to this study, a portion of geospatial data from both study sites had already been digitised using the same data layers and aerial imagery. E. Garrick (2015) digitised brood habitat throughout Southland's 2014 study area, which included broad categories for water and vegetation as well as paddocks. Cosgrove et. al (2015) digitised habitats within 400 m and up to 1600 m of nest-sites in Waikato, whereby, habitat types were further defined as pond, lake, effluent pond, hedgerow, woody cover, and individual trees and houses were also digitised. Finally, Sheppard (2018), digitised additional areas around nest-sites in Southland and Waikato but classified the habitat into broad categories of water, road or woody vegetation.

We collated all the digitised habitat data from these former studies, classified or re-classified specific habitat types where necessary, and digitised the remaining 'un-digitised' portion of the brood and random buffers. We used habitat information collected during brood observations (e.g., dominant habitat type, width of drain), to better inform aspects of aerial imagery and to ground-truth habitats that had already been digitised and classified. Thus, we assigned habitats into one of five types, which were further divided into sub-types (Table 2).

**Data sources** - We imported aerial imagery with a resolution of 0.75 m (SOU) and 0.50 m (WAI) and data layers for roads and highways, lakes, major rivers, and waterways from Land Information NZ Data Service (LINZ), and thematic classification of land cover from the Landcover Database v. 4.0 (Land Resource Information Systems Portal, Landcare Research. 2011–2013) into ArcMap (former studies; v. 10.3, Esri Inc.) or ArcGIS PRO (this study; v. 2.3.2, Esri Inc.) to aid in the digitisation of each study area (1: 5,000 scale). We chose to use imagery and geospatial data from 2012 – 2015 because this better reflected environmental and habitat conditions at the time of the study and avoided incorporating landscape modifications that have occurred in recent years.

**Road areas** – Using the digital map data from the LINZ topographical 50 series that depicted road centrelines, we digitised road area by assuming that all primary roads (e.g., paved roads) were 7.5 m wide (3.25 m lane + 0.5 m shoulder) and that motorways were 12 m wide (DTR 2016). Remaining road areas including secondary roads (i.e., gravel roads not included in LINZ centreline data) and races were digitized from aerial imagery.

**Water/aquatic areas** – Polygons for major rivers and lakes were imported from LINZ topographical 50 series for each study area. To digitise streams, creeks and some drains, we imported the Hydrographic Waterways Centreline shapefile from NIWA, used aerial imagery to determine the respective width of these waterways (range = 2 – 20 m wide) and their associated riparian margins (range = 0.5 – 20.0 m wide), and independently digitised them using the *buffer* tool in ArcMap 10.3. We identified and digitised artificial ponds (including effluent and stock ponds), additional drainage ditches and other waterbodies from aerial imagery or during the course of field work.

**Vegetation** – From the Landcover Database, we extracted polygons for dense vegetation which we defined as: broadleaved or deciduous hardwoods, gorse, manuaka (*Leptospermum*

*scoparium*) and/or kānuaka (*Kunzea ericoides*) stands, flax-dominated swamp, herbaceous freshwater vegetation, and indigenous, exotic and harvested forests. We buffered the riparian habitats of drains, streams, creeks, rivers, ponds, lakes, and roadside habitat at 2.5 m (in accordance with aerial imagery) and also include this as dense vegetation. Then, we digitised the remaining areas of dense vegetation (e.g., hedgerows, treelines, shelterbelts, scrub/shrublands and rank grass) from aerial imagery or during the course of field work. Finally, we classified dense vegetation as either: rank grass, woody (shrub/tree), hedgerow (including shelterbelts), and sedge/rush.

**Paddocks** – As part of her MSc. research, E. Garrick had digitised paddocks in Southland in 2014 and had classified them as ‘short’ or ‘long’ in accordance with the type of farming operation (e.g., sheep vs. dairy). We brought forth this layer and retained the classification scheme for the already digitised paddocks. We then digitised all remaining paddocks and classified these as unknown.

**Anthropogenic** – We used aerial imagery to digitise and classify anthropogenic areas including rural farmyards, dairy sheds, urban and rural residential properties, orchards and industrial areas such as airports, gravel pits and event space. In Waikato, a railroad ran through the middle of the study area, so we also imported a data layer for Railroad Centrelines from LINZ topographic maps, buffered it by 5 m in accordance with aerial imagery and assigned it as anthropogenic.

**Table 2 - Definition of each habitat sub-type**

<b>Sub-type</b>	<b>Definition</b>
<b><u>Water</u></b>	
Drain	A linear feature of water, often located between two paddocks, but sometimes associated with hedgerows or other linear strips of vegetation.
Pond	A relatively small body of water located within a paddock or vegetated area. Includes man-made and artificial ponds. Areas such as refuges and swamplands were also classified as ponds.
Lake	Lakes are relatively large, natural, waterbodies with evident inflows and outflows. There were no lakes in Southland, only in Waikato.
River	A large meandering body of water that is often wide (<15 m). One river runs through Southland and two rivers run through Waikato study areas.
Stream/creek	Streams and creeks differ from drains in that these bodies of water generally meander and are not linear. In Southland, differentiating streams from drains was difficult because the area is riddled with modified streams which have been straightened. These are generally wider than drains but have flowing water and gravel beds. In Waikato, streams and creeks are distinctly different from drains and are often much wider, surrounded by wide riparian vegetation, meandering and connect to nearby rivers.
Effluent	Effluent ponds; often located within close proximity of a dairy shed. Differ from ponds in that these areas are generally widely fenced and closer to races and dairy sheds.
<b><u>Road</u></b>	
Primary paved	Main highways and paved roads.
Secondary	Includes driveways, lanes, gravel roads and right-of-ways.
Race	Races or pathways located throughout farms by which livestock travel or farm personnel use on occasion. Differs from secondary roads in that races are always unpaved, generally narrower and located on private land.
<b><u>Vegetation</u></b>	
Rank grass/forbs	Includes rank grass along roadsides, near waterbodies or in open fields where shrubs were absent. We also included forbs in this category, which are herbaceous flowering plants such as clover, legumes, plantains, onions, daffodils, etc.
Woody cover	Includes trees, blackberry, gorse and other woody cover or scrubland. Basically, any area that was not a paddock or rank grass was often woody cover. Height of woody cover could range from low-lying woody ferns and shrubs to tall, large poplar or macrocarpa trees. At the brood-buffer scale, woody cover also included toetoe/pampas and flax, which provide thick, dense cover similar to other shrubs.
Hedgerow	A hedgerow was often located between two paddocks or bordered a road. In Waikato, hedgerows were distinctly different from trees in that trees often grew sparsely or in thick, irregularly shaped stands. In Southland, trees and hedgerows were often synonymous as there were linear hedgerows of large trees in some places (i.e., shelterbelts). In these instances, we attempted to classify hedgerows as <3 m high and trees/woody cover as >3 m.

**Table 2 - continued**

<b>Sub-type</b>	<b>Definition</b>
Sedge	Often located near low-lying water. Sedges were difficult to quantify but were often ‘yellow-orange’ in the aerial imagery. Most sedges were digitised based on brood information or knowledge of the study areas. Sedges included rushes, raupō and carex.
<b><u>Paddock</u></b>	
Short	A classification of paddock provided by E. Garrick (2015) to reflect sheep farms. Because we did not possess the knowledge of which paddocks in Southland were long or short, only those already classified were brought forth. Thus, all other paddocks were classified as ‘unknown’.
Dairy	A classification of paddock provided by E. Garrick (2015) to reflect dairy farms. Because we did not possess the knowledge of which paddocks in Southland were long or short, only those already classified were brought forth. Thus, all other paddocks were classified as ‘unknown’.
Unknown	All other paddocks throughout Waikato and Southland.
<b><u>Anthropogenic</u></b>	
Orchard	Orchards included any area containing fruit trees or kiwifruit.
Rural farmyard	Includes areas near dairy sheds, half-round barns, or houses located outside of townships, or other open areas where machinery, equipment or buildings were located.
Dairy shed	Where cows were milked once to twice daily. From the aerial imagery, we are unable to determine active versus inactive sheds.
Urban residential	Houses and yards that are located within townships such as Ohaupo, Te Awamutu and Lochiel. Urban residential and rural farmyard could be synonymous.
Industrial	Other anthropogenic areas such as railroads, airports, gravel yards, or event grounds (i.e., Mystery Creek event space in Waikato).

**Local-scale habitat use**

Because water is such an important resource for broods, we wanted to assess which waterbody-specific attributes improved duckling survival. Unfortunately, such information was only recorded during brood observations that occurred in or near waterbodies (i.e., nearly a third of all brood observations were in upland habitat such as farmland and fields and lacked this information; *see Results and Appendix 1*). This information focused on small spatial scales (i.e., within 5 m<sup>2</sup> of the brood) and information pertaining to entire waterbodies (i.e., characteristics of the entire pond or drain) were not recorded. We found some inconsistencies in measured local scale variables (*see Appendix 1*). To increase our understanding of local-scale habitats, reduce observer bias and use some of the data that had missing or inconsistent information, we related duckling survival to two different spatial scales of local habitat use: i) ‘third-order habitat use’ of the nearest waterbody, and ii) ‘fourth-order habitat use’ of the habitat where the brood was observed.

We assessed ‘third-order habitat use’ of waterbodies that were used by broods or that were in the closest proximity to broods observed in upland habitats away from water (i.e., in a paddock or field). Although broods were not always observed in or near aquatic areas, they

presumably used the drains, ponds and other waterbodies that were nearby and within their brood buffer. Thus, we used the *near* tool in ArcGIS Pro to identify waterbodies (e.g., drains, streams, river, ponds, lakes and effluent ponds) that were nearest to each brood observation ( $n = 303$ ), created a subset of these waterbodies and then assigned waterbody-specific characteristics based on data combined from aerial imagery, brood observations and field experience. We used the *near* tool to calculate the distance from each brood observation to the nearest waterbody and extracted the area of the waterbody from the digitized polygon. Because the number of brood observations at any given waterbody ranged from 1–124 (*see Results*), we pooled information from all available observations to determine waterbody-specific characteristics. For categorical variables (e.g., vegetation type, cover type, drain type and drain shape) we assigned type and shape as the mode of all observations recorded at the waterbody (i.e., used the value recorded for the majority of the observations). If two categories were equally abundant, we referred to comments and assessed aerial imagery to aid in our decision. If there were incongruities about whether a habitat was fully fenced or not, we assigned it as partially fenced. For continuous variables (e.g., vegetation height, overhead cover, emergent cover, riparian width, drain width, drain depth) we used the average of all observations that had a value indicated. If all the information was absent/missing from available brood observations or there were no observations recorded at the waterbody (i.e., brood was near the pond but in the paddock), we: i) checked whether vegetation type, height, overhead cover and height of nest above water had been recorded on vegetation cards of any nearby nests; ii) inferred the information from nearby features or aerial imagery (vegetation type, cover type, vegetation height, overhead cover, emergent cover or drain depth only), iii) measured the distance from aerial imagery (riparian or drain width only), iv) estimated information based on experience at the site, or, v) assigned a null value. Some streams or drains extended almost entirely through the study site, but riparian vegetation and/or landscape characteristics tended to change as the stream progressed. In these instances, we separated the areas of the stream/drain that had homogenous habitat from areas where the habitat differed (Figure 5).



**Figure 5 – Examples of splitting the stream into two different polygons consistent with the change in habitat type around the riparian margin.**

We assessed ‘fourth-order habitat use’ of the local-scale habitat characteristics that were consistently collected for each brood observation (e.g., habitat type, vegetation type, vegetation height and overhead cover). We assigned habitat type to one of eight categories: roadside, drain, stream, pond/lake, effluent pond, linear upland, non-linear upland and paddock and assigned vegetation type to one of six categories: rank grass, paddock grass, sedge, non-woody, woody or none (Table 3). During brood observations we did not distinguish between ponds and lakes, so these two waterbodies were grouped together for this analysis. We used the raw values of vegetation height and overhead cover that were recorded for each observation.



**Table 3 – Habitat variables collected at the local-scale (within 5 m<sup>2</sup>) for all brood observations**

<b>Variable</b>	<b>Description</b>
<b><u>Habitat type</u></b>	
Road	Roadside habitat, typically rank grass along a paved road
Drain	Drainage ditch; a straight-linear habitat that was typically surrounded by paddocks or bordering a road or drain
Pond	Includes natural and man-made ponds, lakes, swamps, refuges sites and other irregularly shaped polygons of water, but excludes effluent ponds and ephemeral water. Includes observations taken when the brood was in the pond or in the riparian area of the pond.
Stream	A linear habitat that typically meandered through numerous properties; includes rivers, creeks and other linear waterbodies. Includes observations taken when the brood was in the stream or in the riparian area of the pond.
Effluent pond	Dairy effluent pond
Linear upland	Straight-linear upland habitat such as hedgerows and shelterbelts; includes all types of hedgerows (flax, toetoe, hawthorne) and shelterbelts.
Non-liner upland	Irregularly shaped upland habitat such as woodlots, wood/shrub fields and farmyards
Paddock	An area of intense grazing
<b><u>Vegetation type</u></b>	
Rank grass	Includes rank grass and forbs; ungrazed introduced pasture species
Paddock grass	Unless otherwise indicated on the brood observation form, we assumed all observations within a paddock had short grazing grass/forb species such as cocksfoot or clover
Sedge	Includes any sedge, rush or emergent vegetation, such as raupō, carex, azolla and duckweed
Non-woody	Includes tall grasses (pampas and toetoe) and dense, non-woody vegetation, such as flax and lily of the valley
Woody	Includes wooded-stemmed vegetation such as trees and shrubs, such as blackberry, gorse, hedgerows, pine trees, eucalyptus, macrocarpa and fern trees
None	Assigned this category if the bird was flying and not seen on the ground, found on bare ground or leaf litter, or using an artificial environment such as a shed, nest-box or silage bail
<b>Vegetation height</b>	The maximum height of the vegetation within 5 m <sup>2</sup> of the brood
<b>Overhead cover</b>	The percent of canopy cover protecting the brood from aerial observers/predators

**Data considerations** – Habitat type was not recorded for four observations and 25 observations indicated the habitat type was ‘other’. For these observations, we assigned the habitat type based on observer comments or referring to aerial imagery. There tended to be numerous discrepancies between whether certain linear waterbodies were drains or streams, despite multiple observations at each location. To ensure brood observations at these locations all listed the same habitat type (i.e., either drain or stream), we extracted the habitat type from GIS following collation of the brood observation data, and changed the habitat type of 122 brood observations from drain to stream or vice-versa. Also during this exercise, we

changed the habitat type of 29 observations from streams to ponds (these were refuges and swamp areas that had originally been classified as streams but which we classified as ponds due to their irregular shape and size) and we also changed the habitat type of 14 observations which has been erroneously entered as drain or stream when in fact they were something else (i.e., paddock, ephemeral, or upland linear).

Vegetation type was not recorded for 376 observations and was recorded as other or unknown for 26 observations. Here, we assigned vegetation type based on: field notes and comments provided during brood observations ( $n = 103$ ), the habitat type that bird was in (i.e., if the bird was in paddock or effluent pond we assumed the predominate vegetation was grass, or if they were in a woody field or hedgerow we assumed vegetation was shrubs;  $n = 71$ ), a combination of aerial imagery and nearby brood observations that were recorded in the same habitat type ( $n = 158$ ), or aerial imagery only ( $n = 68$ ).

The first observation interval begins at the nest-site, so for 196 first observations we assigned the habitat and vegetation type as indicated by the vegetation measurements taken at the nest-site ( $n = 186$ ), from comments made on the nest card ( $n = 5$ ), from information obtained from both vegetation measurements and the nest card ( $n = 3$ ) or from aerial imagery ( $n = 3$ ). Vegetation height was also recorded during vegetation measurements at the nest-site so we used these values for the first observation interval. Overhead cover at the nest-site was recorded as either full, partial or no canopy cover. Thus, we inferred that full, partial and no canopy cover equated to 100%, 50% and 0% overhead cover, respectively. Vegetation height and overhead cover were not reported for 28 and 21 nests, respectively. For these values, we assigned the mean vegetation height and overhead cover of the remaining nest-sites ( $\bar{x}_{\text{Vegetation Height}} = 126.9 \text{ cm}$ ,  $SD = 289.2 \text{ cm}$ ,  $n = 427$ ;  $\bar{x}_{\text{Overhead Cover}} = 16\%$ ,  $SD = 37\%$ ,  $n = 433$ ).

For 57 records that had vegetation height  $> 1000 \text{ cm}$ , we assumed that the measurement had erroneously been recorded in mm and converted it to cm. Vegetation height and overhead cover were not recorded for 677 and 611 brood observations, respectively (28% and 26% of all observations). Because these were brood-specific events and measurements were meant to be recorded within  $5 \text{ m}^2$  of where investigators observed the brood, we were unable to infer missing measurements from other nearby brood counts. Instead, we assigned values of 0 for missing measurements of overhead cover because 44% of reported overhead cover measurements was 0 (and using the mean value would likely have inflated and biased results), and assigned the mean value for missing measurements of vegetation height ( $\bar{x} = 100.68 \text{ cm}$ ;  $SD = 154.13$ ;  $n = 1979$ ).

Of the 303 waterbodies that were nearest to all brood observations, we were able to calculate the distance to each waterbody, the size of each waterbody, and the riparian width around each waterbody. However, we did not know the percent of emergent cover for 20 waterbodies, so we assigned the mean value based on the remaining waterbodies ( $\bar{x} = 32.7\%$ ,  $SD = 28.6\%$ ,  $n = 308$ ). We also did not have location information for two observations for one brood in Waikato (JU08); but, as determined from a 100% minimum convex polygon of the five known locations and the four latter locations, the 'home-range' of this brood was

5.75 ha and 0.10 ha, respectively. Thus, we assigned the missing values based on the average value recorded at the known locations and assigned habitat type as drain because the other observations all occurred in nearby drains.

### **Model design and covariates**

As opposed to creating a global model containing all habitat parameters and eliminating uninformative parameters from the candidate set to determine the top model using model selection and Akaike's Information Criterion, we carefully chose models and covariates *a priori* based on: previous research, results from the habitat selection analysis which we ran concurrently and interest from the client. We defined supported covariates as those with coefficients that had 95% credible intervals that did not overlap zero, and based our interpretations on parameter estimates and standard errors derived from each model.

#### Habitat selection

We evaluated two models of habitat selection (Table 4). First, we investigated whether the overall habitat composition differed between brood and random buffers; thus, we incorporated the proportion of water, roads, dense vegetation and anthropogenic habitats. Secondly, we investigated whether the proportion of manageable habitat types (i.e., everything except paddocks and anthropogenic habitats) differed between brood and random buffers. Thus, we evaluated the proportion of drains, ponds, effluent ponds, streams, rank grass, woody cover, hedgerows, and sedge habitat. Because female age and study site were important predictors of duckling survival (Sheppard 2018), we initially ran an exploratory model to evaluate whether female age or study site affected habitat selection; neither variable explained habitat selection ( $\beta_{\text{Age}} = -0.12$ , SE = 0.22, 95% CI: -0.55, 0.32;  $\beta_{\text{Site}} = 0.19$ , SE = 0.23, 95% CI: -0.27, 0.64) so we excluded these covariates from all additional analysis.

#### Duckling survival

We included two types of covariates in our survival models: i) covariates that were brood-specific, such as the proportion of water within the brood buffer (i.e., variables that remained constant throughout the life of the brood) and, ii) interval-specific variables, which were covariates that were recorded during each observation or that were averaged during the time between each consecutive brood observation (i.e., variables that changed each time the brood was observed such as the percent of overhead cover or age of the brood). For instance, a brood on day 1 may have been in a drain with 25% overhead cover and on the following observation on day 4 the brood may have been in a paddock with 0% overhead cover. As further explained in the *statistical analysis section*, our model was designed to estimate survival while examining interval-specific covariates.

We investigated six models of duckling survival (Table 4). First, we related duckling survival to the general habitat model (Model 1) that we evaluated as part of the habitat selection analysis, thus we included the proportion of water, roads, dense vegetation and anthropogenic areas within the brood buffer, as well as interval-specific water balance. At the request of the client, we included interval-specific water balance because values above 0

indicate groundwater saturation and may indicate ephemeral water. Daily water balance deficit was calculated as:

$$\text{Water balance deficit}_t = \text{Rain Deficit}_{(t-1)} + \text{Penman Potential Evapotranspiration}_t - \text{Rainfall}_t$$

Where,  $t$  is the date of the brood observation. To determine interval-specific water balance, we averaged the water balance deficit between each brood observation. For instance, if the brood was observed on day 1 and then again on day 4, water balance deficit for the first observation interval would be the average of the water balance deficit recorded from days 1-3. Measures of daily rainfall and Penman's potential evapotranspiration data were obtained from the National Climate Database (National Institute of Water and Atmospheric Research Ltd, 2015, [cliflo.niwa.co.nz](http://cliflo.niwa.co.nz)), using data collected from the nearest weather station which had data available for each study site (Southland: Winton2, Agent no. 5768; Waikato: Hamilton Ruakura Ews, Agent No. 26117). We used Hamilton Ruakura station as opposed to the nearer Hamilton Aws station because data for Penman's Potential Evapotranspiration was unavailable from the latter.

We assessed whether habitat selection (at the brood-site scale) was adaptive (as is expected) or if there were evidence of perceptual ecological traps, whereby mallards failed to select beneficial habitats. To do this, we incorporated our results from the habitat selection analysis and evaluated a model containing the habitats selected by broods (Model 2) and another model containing habitats that were not selected by broods (Model 3; as determined from our analysis of habitat selection).

Given the importance of aquatic habitats for broods, our fourth model (Model 4) examined interval-specific characteristics of the nearest waterbody during each brood observation and related these to duckling survival to determine if smaller-scale habitat use conferred survival benefits (third-order habitat use). Unfortunately, due to our small sample size of broods ( $n = 190$ ) our models are unable to accommodate a large number of variables, so we carefully considered which waterbody characteristics might be most important for broods and selected habitat variables which had large amounts of available data and which we deemed important for duckling survival based on experience and previous literature: distance to the nearest waterbody, waterbody area, waterbody type, width of the riparian margin and percent of emergent cover. We elected not to assess vegetation height and overhead cover in this model but included it in Model 5 instead. We omitted the categorical variables of cover type and whether the waterbody was fenced, because there was little variation among the categories (i.e., 60% and 77% of all observations indicated that cover type was 3 and that habitats were fully fenced, respectively). Only four broods were observed solely in drains and because our model requires interval-specific observations and less than 20% of all observations occurred in drain habitat (*see Results*), we were unable to further assess drain-specific characteristics (e.g., drain width, depth, shape and maintenance) due to insufficient sample size and the requirements of the model parameters (i.e., the model would require that most broods use/inhabit drains during nearly every observation).

Finally, we related interval-specific information collected during brood observations (fourth-order habitat use) to evaluate whether the type of habitat, type and height of vegetation and percent of overhead cover within 5 m<sup>2</sup> of the broods' location at the time of the observation affected duckling survival. Originally, we had hoped to include habitat type and vegetation type in the same model, but the excessive amount of categories results in convergence failure (i.e., the model was overfit). To facilitate convergence, we retained vegetation height, overhead cover and habitat type in Model 5, but included only vegetation type in Model 6.

Although Sheppard (2018) found that daily duckling survival increased with female age and was greater in Southland, we did not include female age or study site in our analysis of duckling survival because: these variables had no influence on habitat selection, the influence of age and site on brood and duckling survival is already well understood and our small sample size of broods necessitated that the number of parameters in each model be reduced as much as possible. However, we included other covariates that have previously been shown to affect brood and duckling survival or detection (Sheppard 2018); we included brood age as a covariate in our analyses of duckling and brood survival and duckling detection, and included effects of study site (Southland and Waikato) and year (2014 and 2015) in our evaluation of brood detection. To facilitate convergence of Model 6, we omitted study site and year from the analysis and only included effects of brood age as a covariate in the analysis of duckling survival.

**Table 4 - List of models used to evaluate brood-site habitat selection and duckling survival of mallards in Southland and Waikato, 2014–2015**

	Model	Parameters
Habitat selection	1. General habitat	Water + Roads + Dense vegetation + Anthropogenic
	2. Manageable habitat	Drain + Pond + Effluent + Streams + Rank grass + Woody cover + Hedgerow + Sedge
Duckling survival	1. General habitat	Water + Roads + Dense vegetation + Anthropogenic + Water balance deficit
	2. Habitat selection	Drain + Pond + Effluent + Sedge
	3. No selection	Stream + Grass + Woody + Hedgerow
	4. Nearest waterbody characteristics	Distance to nearest waterbody + Waterbody area + Type of waterbody + Width of riparian area + Emergent cover
	5. Local-scale habitat characteristics	Habitat type + Overhead cover + Vegetation height
	6. Local-scale vegetation type	Vegetation type

## **Statistical analysis**

We compared habitat composition using descriptive statistics including mean, standard deviation (SD), range, and one-way ANOVAs. We examined habitat selection using generalised linear models (glm) in R\*3.3.0 (R Development Core Team 2015). We modelled response variables using a binomial distribution with a logit link and used the ‘lme4’ package (Bates et al. 2015) to incorporate random effects of brood identity.

To investigate duckling survival, we followed methods of Sheppard (2018), modelling duckling survival from interval-specific observation matrices of offspring counts and covariate information. We used a recently developed model structure fitted by a Bayesian framework that simultaneously examines daily duckling and brood survival, and individual duckling and brood detection (T. Arnold, University of Minnesota, unpubl. data). The model is an extension of the Cormack-Jolly Seber model and followed methodologies of Lukacs et al. (2004) such that broods were assumed to be independent and reliably associated with the marked female, but relaxed the assumption that all young are counted at every occasion. Further, the model assumed that broods were closed to immigration (i.e., brood mixing did not occur) and, after accounting for individual covariates, whole-brood mortality and observation failure, individual survival and detection probabilities of offspring were similar for each observation interval (T. Arnold, University of Minnesota, unpubl. data). The model allowed for irregular intervals between counts such that exposure days were equal to the interval size.

We used the exposure interval between two consecutive brood observations as the sampling unit, defined as an observation interval. We estimated interval-specific brood and duckling survival by treating consecutive brood observations as intervals. If a brood survived a given observation interval, then survival was reflected as interval-specific individual duckling survival, whereas if the brood failed during the interval (i.e., complete brood loss during a single event), individual duckling survival was irrelevant. If at least 1 duckling survived, brood detection probabilities were modelled using a single Bernoulli trial (0 = brood not seen; 1 = brood detected), and the probability of detecting an individual duckling was the product of brood and duckling detection probability. This method permitted the use of staggered survival data, irregular interval lengths and incomplete or missed brood counts (i.e., inability to detect all or some of the surviving offspring).

We implemented our models using JAGS (Plummer 2003) run through jagsUI (Kellner 2015) in R\*3.3.0 (R Development Core Team 2015). We closely followed methods of Sheppard (2018) and assigned uniform priors from 0.5 to 1 for daily brood and duckling survival rates or 0 to 1 for brood and duckling detection probabilities; priors for survival and detection parameters were set on the real scale and then transformed to the logit scale (e.g.,  $\text{logit}(S) = \log(S/(1-S))$ ). For our covariates, we assigned uniform priors in the interval -2 to 2 (logit scale), and continuous covariates were standardised to have mean = 0 and SD = 1 to aid in model convergence. We ran 50,000 iterations of 3 MCMC chains and removed the first 5,000 iterations as burn-in. The posterior distribution was calculated from every fifth iteration (i.e., thin rate = 5), thus the joint posterior was determined from 27,000 samples. We assessed

model convergence by visually inspecting trace plots and ensuring all  $\hat{R}$  values were  $< 1.1$  (Gelman and Rubin 1992). We present graphical results of significantly important variables based on mean covariate values.

**Brood and interval-specific covariates** – For each observation interval we determined: the number of duckling observed, the number of days between observations (intervals), and the age of the brood at the beginning of each interval. In our analysis of models 1–3, we determined brood-specific habitat composition of buffers (e.g., proportion of water, roads and drains) as well as interval-specific water balance deficit averaged across interval length. In models 4, 5 and 6, all covariates were interval-specific (e.g., habitat type and distance to nearest water).

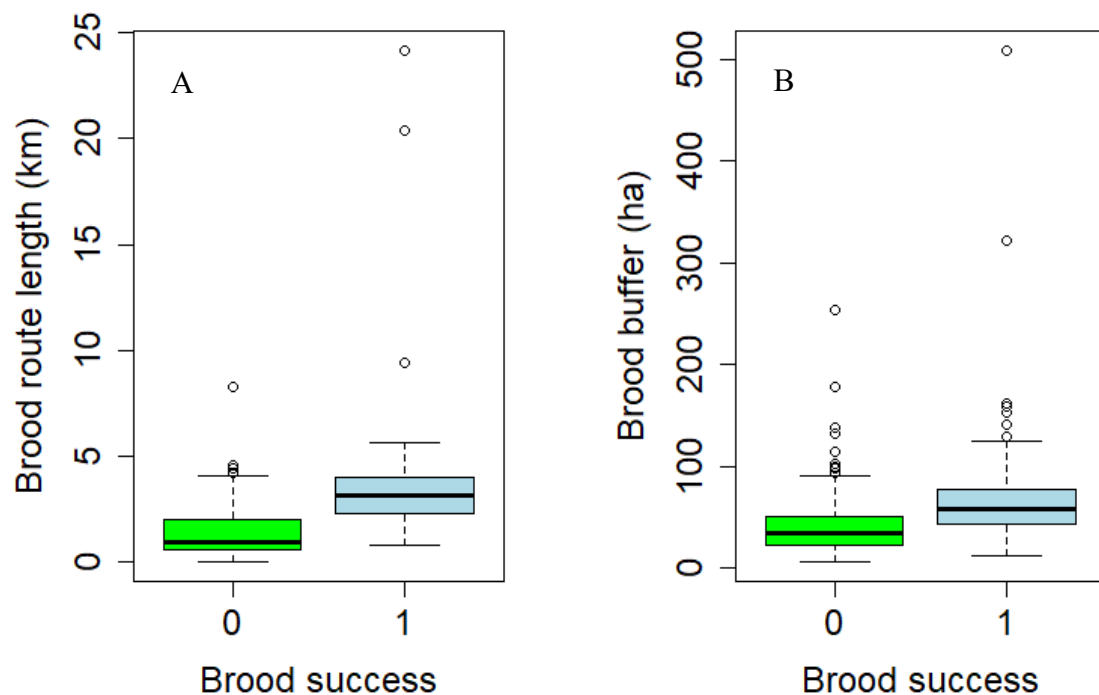
**Data censoring** – We followed data censoring and considerations of Sheppard (2018) and used the same brood and duckling data in our analysis. Thus, we combined two broods that became and remained amalgamated throughout the entire brood-monitoring phase and treated them as a single large brood because: i) they had the same hatch date; ii) telemetry data indicated that the two implant females remained together from capture until the end of the study; iii) nests were within 4 m of each other; and, iv) although individual broods could not be discriminated, adequate counts and information on the mixed-brood was obtained throughout the brood-rearing period. We censored all records of a 3<sup>rd</sup> brood which amalgamated with other unmarked brood(s) immediately following hatch because reliable counts could never be obtained. Aside from the three broods that mixed immediately following hatch, only 3% of observations reported brood-mixing. We censored counts of temporary brood amalgamations if it was impossible to obtain a reliable count of each brood. Four broods became habitually mixed after 41 or more days of age, so we right-censored these data to include only the observations prior to brood amalgamation ( $n = 8$  observations). Eight females died during brood-rearing: 5 had ducklings  $< 21$  days old at time of mortality; 2 were found dead at brood age 30, but were last reported alive at brood age 24 and 26 days, respectively; 1 died at brood age 60. Gendron and Clark (2000) reported survival of ducklings abandoned from 23 days of age, thus if a female died during brood-rearing, we assumed complete brood loss if ducklings were younger than 23 days. To evaluate detection, we retained partial counts and zero counts (i.e., no ducklings observed because of total brood loss or failed detection) in our analysis.

## RESULTS

### Brood routes, brood buffers and random buffers

Brood routes (e.g., the straight-line distance travelled between consecutive brood observations) averaged 2484 m (range = 19–24,139 m, SD = 2,616 m,  $n = 194$ ). Brood routes tended to be longer when broods were tracked for longer durations (i.e., there were a greater number of observations per broods;  $F = 37.29$ ,  $df = 1, 187$ ,  $p < 0.001$ ) and when broods were successful ( $F = 40.63$ ,  $df = 1, 183$ ,  $p < 0.001$ ; Figure 6A). Site-specific differences in the length of brood routes was not evident ( $F = 0.019$ ;  $df = 1, 187$ ,  $p = 0.89$ ).

Brood buffers (e.g., brood routes with a 200 m radius buffer) ranged from 6.4–507.7 ha ( $\bar{x} = 57.3$  ha, SD = 53.0 ha). Brood buffers were also larger when broods were tracked for longer durations ( $F = 11.23$ ,  $df = 1, 188$ ,  $p < 0.001$ ) and when broods were successful ( $F = 12.89$ ,  $df = 1, 184$ ,  $p < 0.001$ ; Figure 6B).

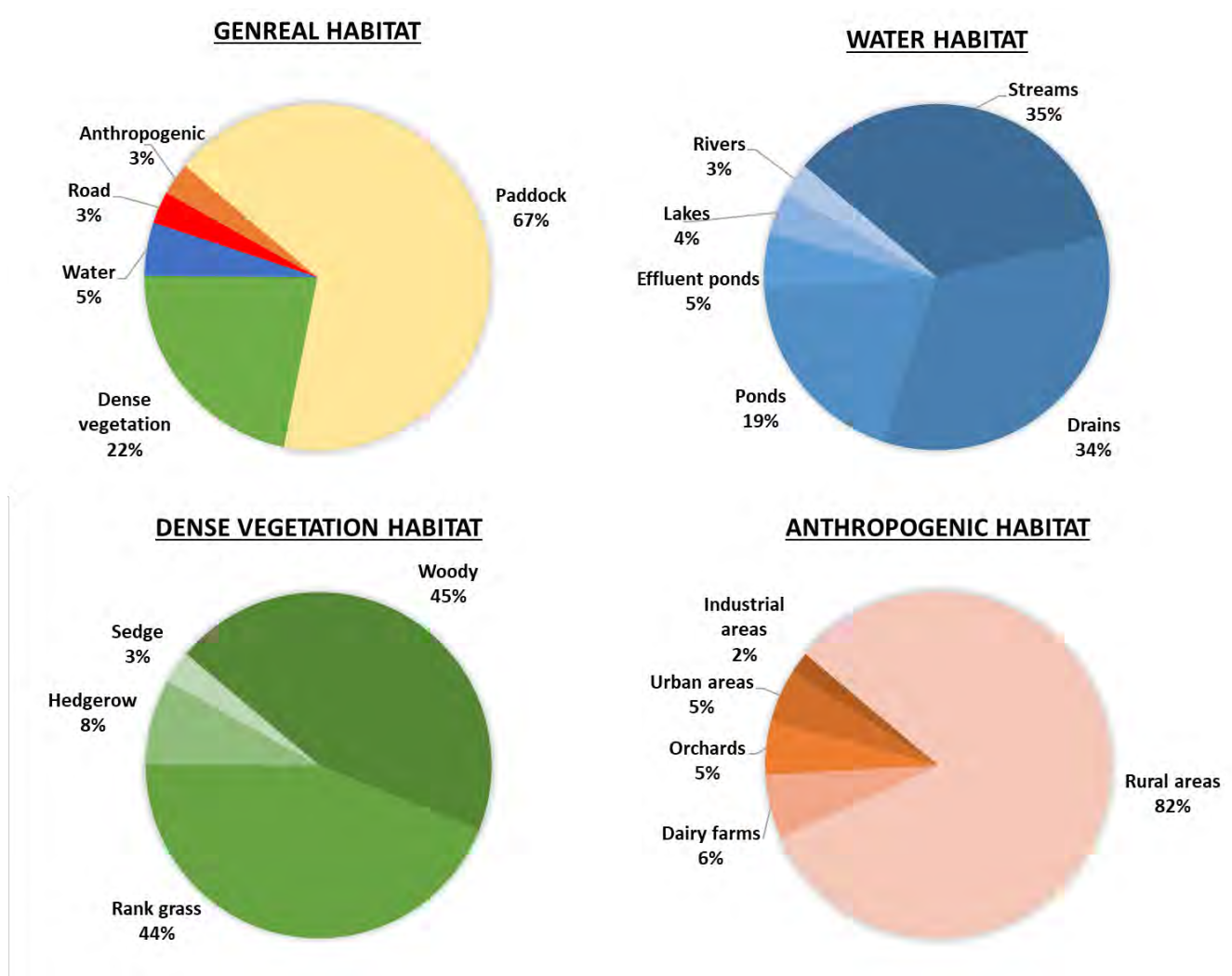


**Figure 6 – Boxplot of A) brood route length (km) and B) brood buffer area (ha), comparing broods that failed (0; green box) to those that were successful and had at least 1 duckling fledge (1; blue box), showing mean length (black line), 25-75th quantiles (coloured boxes), 95% range (whiskers) and outliers (hollow dots).**



**Habitat composition of brood buffers**

Overall, habitat composition of brood buffers contained 67% paddocks (SD = 0.22, range = 0.02 – 0.93), 22% dense vegetation (SD = 0.15, range = 0.04 – 0.75), 5% water (SD = 0.06, range = 0.00 – 0.57), 3% roads (SD = 0.00 – 0.54) and 3% anthropogenic areas (SD = 0.00 – 0.24) (Figure 7). The majority of dense vegetation was comprised of woody habitat (shrubs and trees) and rank grass; water/aquatic habitat consisted mostly of streams, drains and ponds; and, anthropogenic areas predominately consisted of rural residential properties (Figure 7). Compositional differences were evident such that buffers in Southland contained greater areas of dense vegetation and roads, but less paddocks, than buffers in Waikato (Table 5).



**Figure 7 – Composition of habitats and habitat subtypes within brood buffers of mallards throughout Southland and Waikato, 2014–2015.**

**Table 5 - Differences in habitat composition ( $\bar{x}$  +/- SD) of brood buffers in Southland and Waikato, showing F-stat and p-value derived from a 1-way ANOVA.**

	Southland	Waikato	F <sup>1</sup>	P
Paddock	0.61 + 0.26	0.74 + 0.13	20.6	< 0.001
Dense vegetation <sup>2</sup>	0.27 + 0.18	0.16 + 0.08	27.97	< 0.001
Water <sup>3</sup>	0.06 + 0.05	0.05 + 0.07	1.063	0.30
Road <sup>4</sup>	0.05 + 0.07	0.02 + 0.02	9.37	0.003
Anthropogenic <sup>5</sup>	0.03 + 0.04	0.03 + 0.04	0.02	0.90

<sup>1</sup> df = 1, 191

<sup>2</sup> Dense vegetation = sum of rank grass, sedge, hedgerows, shrubs, trees and other woody cover

<sup>3</sup> Water = sum of drains, streams, rivers, ponds and lakes

<sup>4</sup> Road = sum of primary and secondary roads and races

<sup>5</sup> Anthropogenic = sum of dairy farms/sheds, urban and rural farmyards, orchards and industrial areas

Dense vegetation consisted of rank grass, woody habitat (trees and shrubs), hedgerows and sedges. Aside from sedge, buffers in Southland contained higher proportions of these habitat types than those in Waikato (Table 6). Although the average composition of aquatic habitats within brood buffers did not differ between sites (Table 5), buffers within Southland tended to have higher proportions of ponds and streams and lesser proportions of drains than those in Waikato; moreover, lakes were not present in Southland (Table 6). Finally, although buffers in Southland tended to have higher proportions of primary (highways) and secondary roads (other paved roads including driveways or main gravel roads), the proportion of races within the buffers was equal between sites (Table 6).

**Table 6 - Differences in habitat type ( $\bar{x}$  +/- SD) between brood buffers in Southland and Waikato, showing F-stat and p-value derived from a 1-way ANOVA.**

		Southland	Waikato	F <sup>1</sup>	P
Dense vegetation	Grass	0.14 + 0.10	0.05 + 0.02	64.87	< 0.001
	Woody	0.11 + 0.10	0.09 + 0.06	3.82	0.052
	Hedgerow	0.02 + 0.02	0.007 + 0.006	14.19	< 0.001
	Sedge	0.0003 + 0.001	0.02 + 0.03	28.97	< 0.01
Water	Drain	0.007 + 0.009	0.011 + 0.007	11.30	< 0.001
	Pond	0.015 + 0.022	0.007 + 0.018	7.72	0.006
	Lake	0 + 0	0.02 + 0.07	6.32	0.013
	River	0.006 + 0.025	0.004 + 0.022	0.41	0.523
	Stream	0.024 + 0.025	0.005 + 0.013	43.46	<0.001
	Effluent	0.003 + 0.011	0.002 + 0.004	0.415	0.520
Road	Primary	0.013 + 0.023	0.007 + 0.006	6.56	0.011
	Secondary	0.007 + 0.017	0.003 + 0.009	5.49	0.020
	Race	0.025 + 0.06	0.014 + 0.007	3.04	0.083

### **Habitat selection of brood buffers**

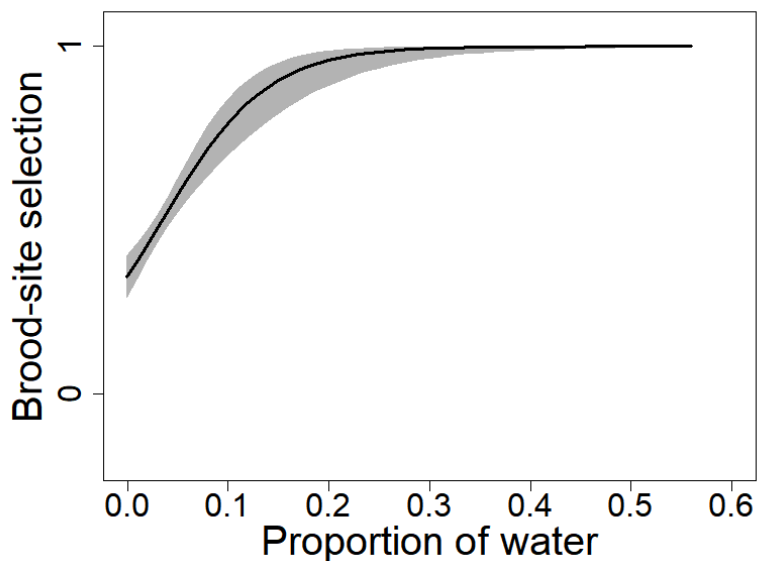
We assessed two models that described habitat selection at the brood-buffer scale (second-order habitat selection; Table 4). The ‘general habitat model (Model 1)’ suggested that broods exhibited strong selection when buffers consisted of at least 30% of water (Table 7; Figure 8). Parameter estimates of the remaining habitats suggested that brood buffers tended to have less dense vegetation and anthropogenic areas, but greater proportions of roads, than random buffers; however, these results were negligible (Table 7).

The ‘manageable habitat model (Model 2)’ indicated that broods selected brood-rearing areas with higher proportions of drains, ponds, effluent ponds and sedge habitat but no (or very weak) selection for streams, rank grass, woody cover or hedgerows (Table 7). Selection was strongest when drains, ponds, effluent ponds or sedge habitat constituted greater than 11%, 7%, 5%, or 13% of the brood buffer, respectively (Figure 9). Although 95% confidence intervals overlapped zero in regards to stream habitat, this result was marginal and overall, habitat selection patterns of stream habitat were synonymous to those of effluent ponds.

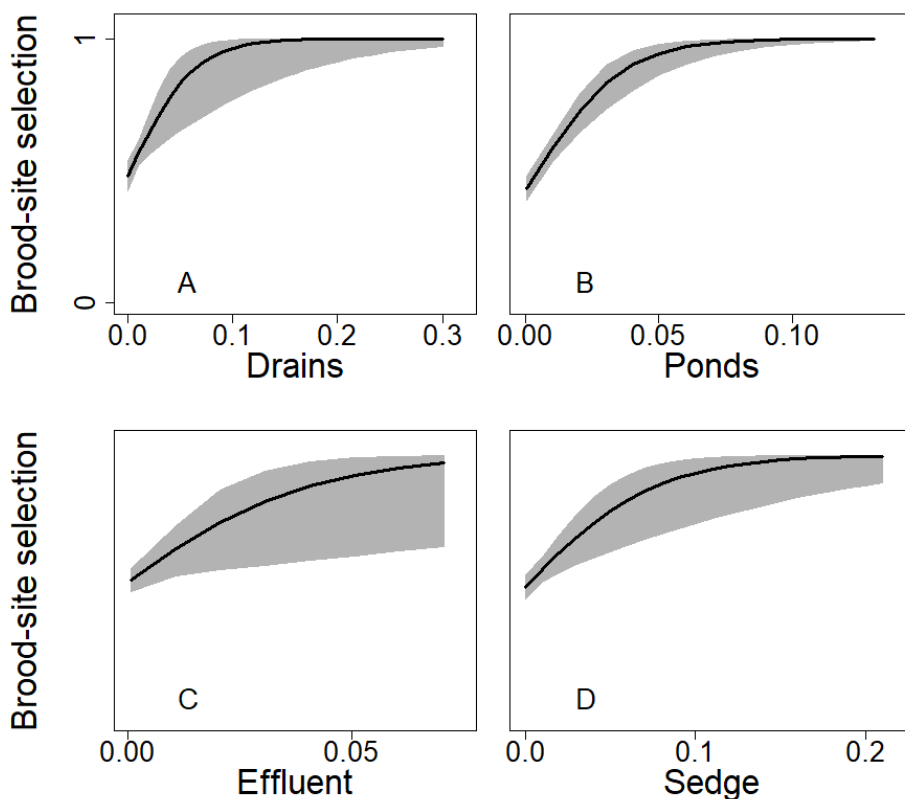
**Table 7 – Beta estimates and associated standard errors (SE) and 95% lower and upper confidence intervals (LCI and UCI) for parameters (the proportion of a given habitat type within a buffer) in each model evaluating brood-site habitat selection of mallards in Waikato and Southland, 2014–2015, indicating whether selection was positive (+), negative and indicated avoidance (–) or not evident.**

Model	Parameter	Estimate	SE	LCI	UCI	Selection
<b>Model 1:</b> <b>General habitat</b>	Intercept	0.07	0.11	-0.14	0.29	n/a
	Water	19.33	4.54	10.96	28.78	+
	Roads	3.27	3.48	-3.29	11.30	not evident
	Dense vegetation	-0.84	1.21	-3.25	1.52	not evident
	Anthropogenic	-2.08	3.18	-8.51	4.08	not evident
<b>Model 2:</b> <b>Manageable habitat</b>	Intercept	0.16	0.12	-0.07	0.40	n/a
	Drain	33.80	15.54	3.79	64.83	+
	Pond	62.29	15.07	35.12	93.84	+
	Stream	20.94	11.59	-0.95	44.48	not evident <sup>1</sup>
	Effluent pond	47.94	28.32	0.27	113.99	+
	Rank grass	2.34	2.73	-2.97	7.77	not evident
	Woody cover	-2.78	1.79	-6.38	0.68	not evident
	Hedgerow	-8.30	9.05	-27.04	8.70	not evident
Sedge	26.30	11.46	5.11	49.93	+	

<sup>1</sup> These results are marginally significant and could arguably be interpreted as evidence of habitat selection.



**Figure 8 – Brood-site selection in response to the proportion of water (including drains, streams, rivers, ponds, effluent ponds, lakes and ephemeral waterbodies) within the brood buffer. Shaded area represents 95% confidence intervals.**

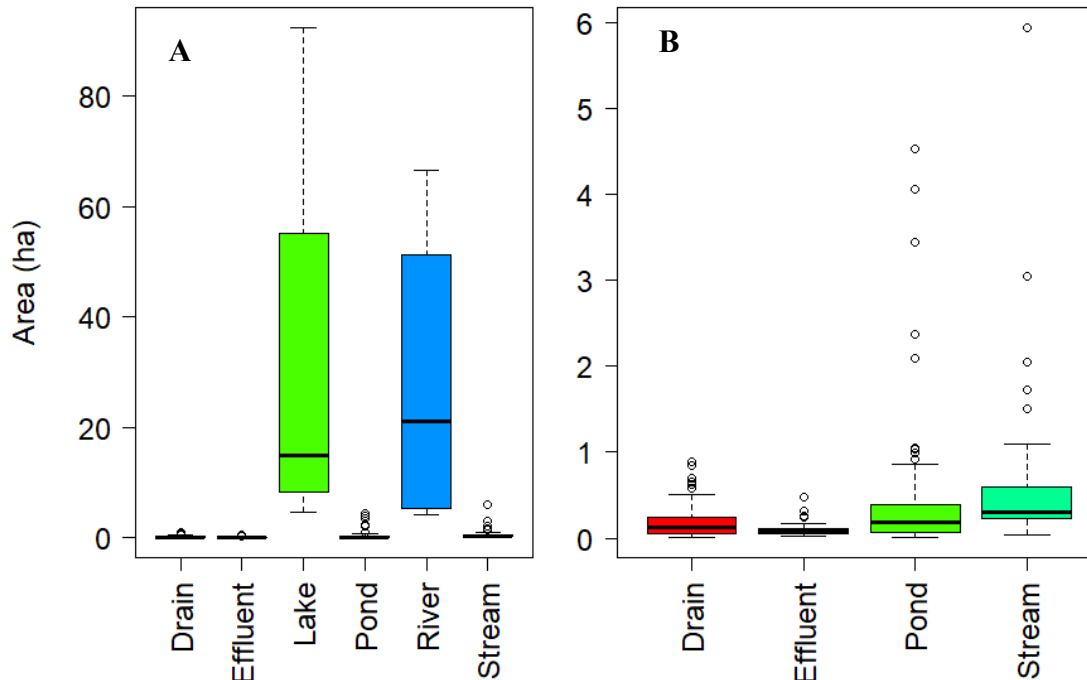


**Figure 9 - Brood-site selection in response to the proportion of: A) drains, B) ponds and C) effluent ponds and D) sedge habitat, within the brood buffer. Shaded area represents 95% confidence intervals.**

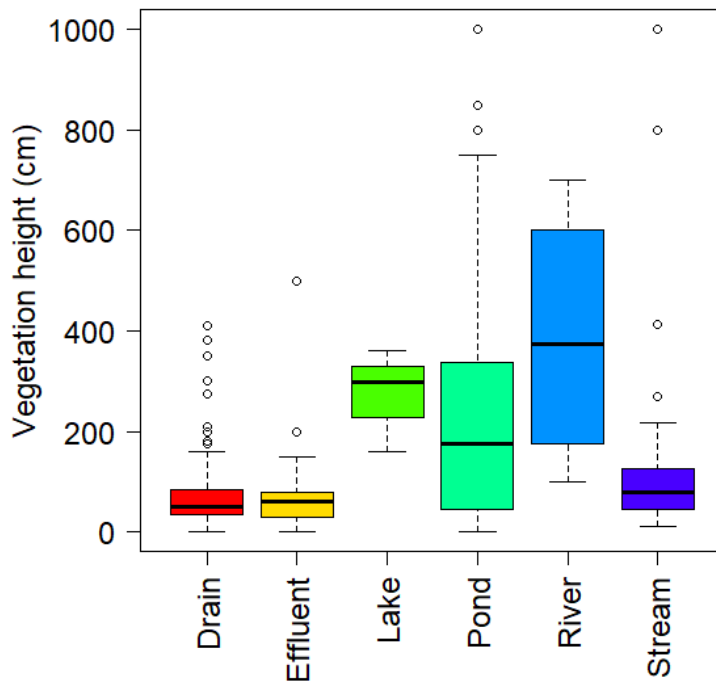
### **Habitat characteristics and use of the nearest waterbody**

To investigate third-order habitat use, we assessed features of the nearest waterbody based on 2,411 locations of broods. We retained records of potentially erroneous location data and nest breaks because we wanted to encompass as many waterbodies in our analysis as possible. The number of observations that occurred at any given waterbody ranged from 1 – 124 ( $\bar{x}$  = 7.96, SD = 10.89; 124 observations were at Maesmor's Pond in Southland). We assessed characteristics of 303 waterbodies including 121 drains, 52 streams, 4 river segments, 77 ponds, 45 effluent ponds, and 4 lakes.

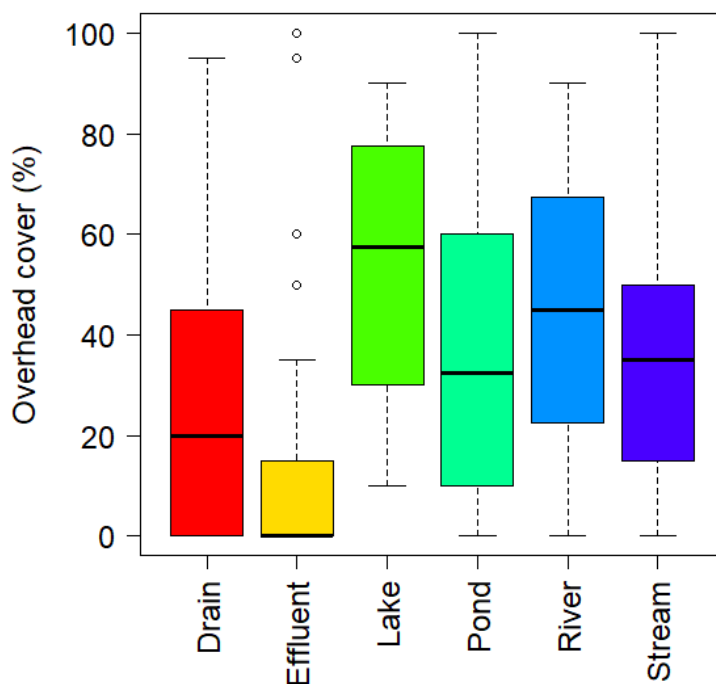
On average, brood observations occurred 36.0 m from the nearest waterbody (range = 0 – 496.8 m, SD = 74.6 m). Area of lakes and rivers exceeded that of other waterbody types, but streams and ponds tended to have larger areas than drains and effluent ponds (ANOVA:  $F = 53.2$ ,  $DF = 5$ ,  $297$ ,  $p < 0.01$ ; Figure 10; *Table 10 in Appendix 2*). Lakes, ponds and rivers had taller vegetation, greater percentage of overhead cover and wider riparian margins than drains, effluent ponds or streams (ANOVA  $_{\text{Vegetation Height}}$ :  $F = 13.8$ ,  $DF = 5$ ,  $276$ ,  $p < 0.01$ , Figure 11; ANOVA  $_{\text{Overhead Cover}}$ :  $F = 7.8$ ,  $DF = 5$ ,  $284$ ,  $p < 0.01$ , Figure 12; ANOVA  $_{\text{Riparian Width}}$ :  $F = 63.1$ ,  $DF = 5$ ,  $297$ ,  $p < 0.01$ , Figure 13; *Table 10 in Appendix 2*). Lakes and drains had ~50% emergent cover, ponds and streams has ~25% emergent cover and effluent ponds and rivers had <10% emergent cover (ANOVA:  $F = 12.7$ ,  $DF = 5$ ,  $279$ ,  $p < 0.01$ ; Figure 14; *Table 10 in Appendix 2*).



**Figure 10 - Boxplot of area (ha) in relation to waterbody type, showing mean height (black line), 25-75th quantiles (coloured boxes), 95% range (whiskers) and outliers (hollow dots), as determined from 303 waterbodies that were in the nearest proximity of 2411 brood observations. Graph A illustrates all waterbodies, while Graph B excludes lakes and rivers to better illustrate the area of remaining habitat types.**



**Figure 11 - Boxplot of vegetation height in relation to waterbody type, showing mean height (black line), 25-75th quantiles (coloured boxes), 95% range (whiskers) and outliers (hollow dots).**



**Figure 12 - Boxplot of overhead cover in relation to waterbody type, showing mean overhead cover (black line), 25-75th quantiles (coloured boxes), 95% range (whiskers) and outliers (hollow dots).**

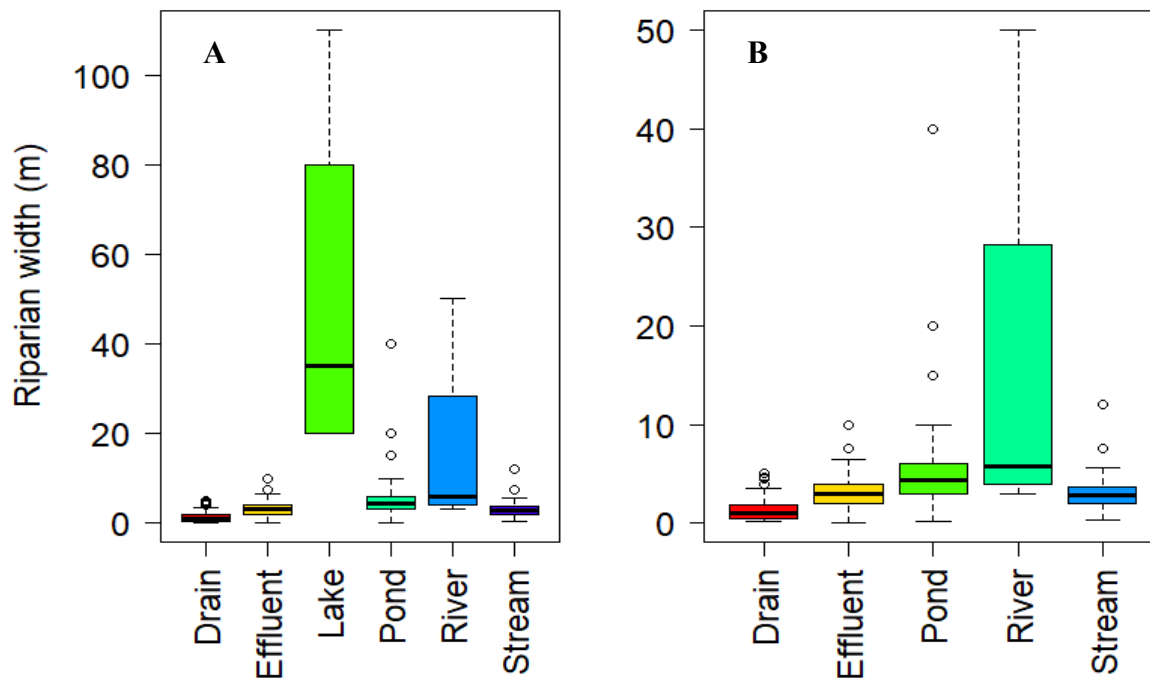


Figure 13 - Boxplot of the riparian width in relation to waterbody type, showing mean riparian width (black line), 25-75th quantiles (coloured boxes), 95% range (whiskers) and outliers (hollow dots). Graph A illustrates all waterbodies, while Graph B excludes lakes so widths of remaining habitats are better illustrated.

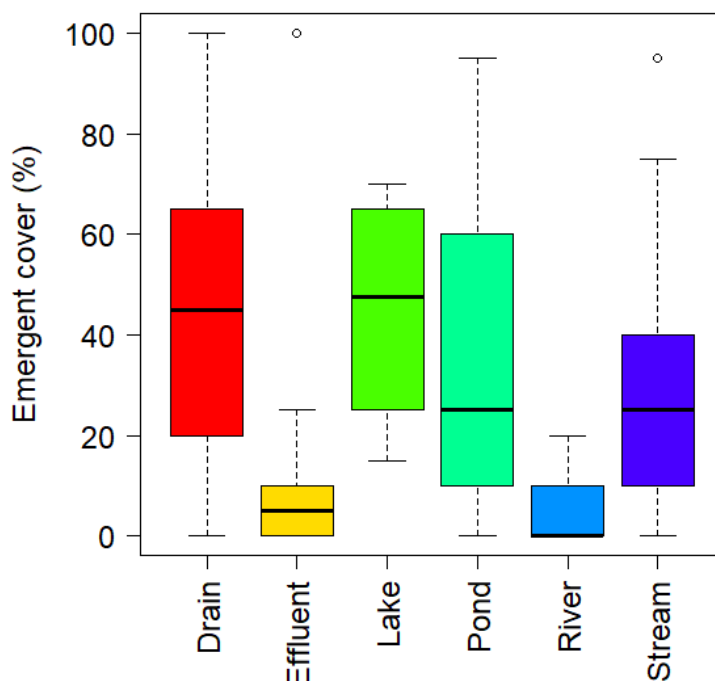
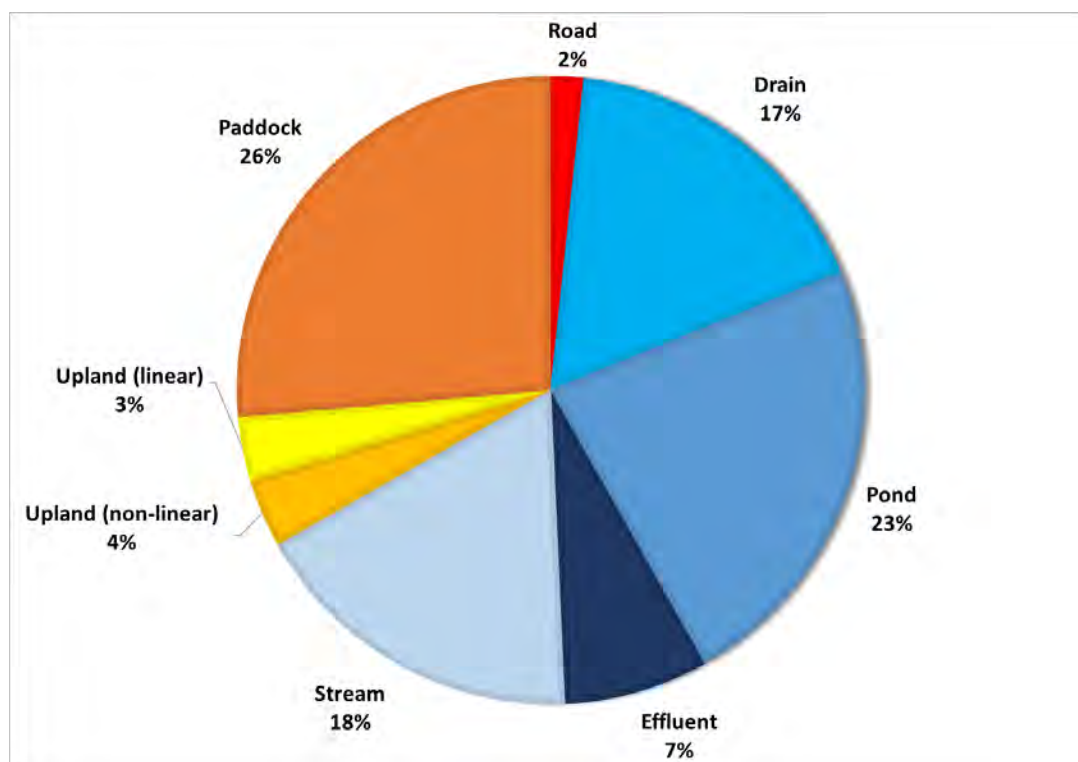


Figure 14 - Boxplot of emergent cover in relation to waterbody type, showing mean emergent cover (black line), 25-75th quantiles (coloured boxes), 95% range (whiskers) and outliers (hollow dots), as determined from 328 waterbodies that were in the nearest proximity of 2411 brood observations.

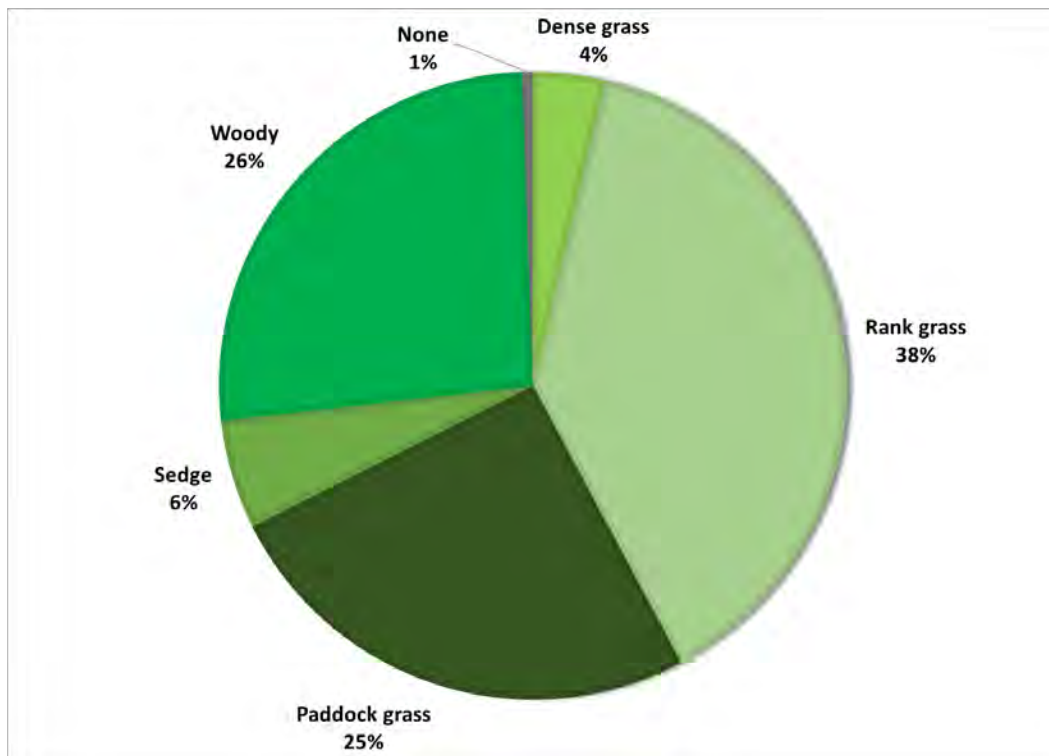
### **Habitat characteristics and use of local-scale habitat**

We assessed habitat use at the local-scale (within 5 m<sup>2</sup> of the brood to represent fourth-order habitat use) based on 2,252 observations of 190 broods. The number of observations of each brood ranged from 1 – 24 ( $\bar{x}$  = 11.9, SD = 5.72). Of the 2,252 brood observations, 26% occurred in paddocks, 23% occurred in or near ponds/lakes, 18% occurred in streams, creeks or rivers, 17% occurred in drains and 7% occurred in effluent ponds (Figure 15). During observations, 38% of broods were observed in rank grass, 26% in woody cover such as shrubs and trees, 25% in paddock grass, 6% in sedge, 4% in dense grass such as pampas and flax and 1% of observations had no associated vegetation (Figure 16). Mean vegetation height was 100.1 cm (range = 0 – 900, SD = 157.6, median = 40.0) and mean overhead cover was 28% (range = 0 – 100, SD = 34%, median = 10%).



**Figure 15 – Habitat types in which broods were observed during 2252 observations of 190 broods throughout Southland and Waikato, 2014–2015.**





**Figure 16 – The dominant vegetation types in which broods were observed during 2252 observations of 190 broods throughout Southland and Waikato, 2014–2015.**

### **Duckling survival in relation to habitat**

Our analysis included 175 radiomarked female, 190 broods (15 females had 2 broods each), 1,780 ducklings ( $\bar{x} = 9.3$  per brood,  $SD = 2.6$ , range = 2 – 15, excluding amalgamated brood of 18), and 2,243 observations. Mean number of observations per brood was 11.8 ( $SD = 5.7$ , range = 1 – 24) and the average interval between observations was 1.5 days ( $SD = 0.8$ , range = 1 – 9) for broods < 10 days old and 4.5 days ( $SD = 2.4$ , range = 1 – 24) for broods > 10 days old. Mean age of successful broods at cessation of tracking was 56.2 days ( $SD = 11.9$ , range = 30 – 83).

We assessed duckling survival using six models which varied by spatial scale and habitat selection or use (Table 4). Our first model, the ‘general habitat model’ focused on the primary habitats within brood buffers as well as water balance deficit. Results indicated that duckling survival was unaffected by the proportion of water and anthropogenic features within the buffer; however, duckling survival increased with a higher proportion of dense vegetation and decreased with road area (Table 8). Duckling survival was greatest when roads comprised less than 10% of the brood buffer (Figure 17A) and as the proportion of dense vegetation increased from 10% to 60%, daily duckling survival increased from 0.90 to 0.95 (Figure 17B). Duckling survival was also affected by water balance deficit such that survival exceeded 0.918 when water balance was less than zero and indicated ground saturation (i.e., as the ground got drier survival decreased; Figure 18).

Our second model, the ‘habitat selection model’, evaluated duckling survival in relation to habitats that broods selected at the brood-buffer scale. Results from this model indicated that duckling survival was unaffected by the proportion of sedge habitat, negatively affected by greater proportions of drains and pond and positively associated with greater areas of effluent ponds (Table 8). Duckling survival decreased below 0.90 when drains and ponds comprised > 2% and 5% of the brood buffer, respectively (Figure 19A and Figure 19B), and exceeded 0.95 when > 3% of the brood buffer contained effluent ponds (Figure 19C).

Our third model, the ‘no selection model’, evaluated duckling survival in relation to habitats that were unselected by broods at the 200 m brood-buffer scale. Results from this model indicated that duckling survival was unaffected by the proportion rank grass and woody cover within the brood buffer, but was positively associated with streams and hedgerows (Table 8). Duckling survival exceeded 0.95 when streams and hedgerows comprised more than 8% and 4% of the brood buffer, respectively (Figure 20A and 20B).

Our fourth model, the ‘nearest waterbody model’, evaluated duckling survival in relation to features of the nearest waterbody. Results from this model indicated that duckling survival was unaffected by the area, riparian width, percent of emergent vegetation, or the type of the nearest waterbody (Table 8). Duckling survival tended to decrease when broods were closest to water, however this effect was weak (Figure 21).

Our fifth model, the ‘local habitat model’ evaluated duckling survival in relation to habitat characteristics within 5 m<sup>2</sup> of the brood. Results from this model indicated that duckling survival was unaffected by habitat type and the percent of overhead cover, however duckling survival tended to decrease with vegetation height (Table 8). When vegetation height averaged 50 cm, daily survival was 0.895, but decreased to 0.888 and 0.780 as

vegetation height increased to 100 and 800 cm, respectively (Figure 21). Our final model, the ‘vegetation type model’ focused solely on vegetation height. Results from this model indicated that duckling survival was unaffected by the vegetation type that was reported within 5 m<sup>2</sup> of the brood location (Table 8).

**Table 8 - Posterior mean and 95% confidence intervals for logit-scale model parameters used to evaluate duckling survival<sup>1</sup> for mallards in Southland and Waikato, 2014–2015.**

Model	Parameter	Estimate	LCI	UCI	Fitness consequence
Model 1: General habitat	Intercept	2.360	2.269	2.493	n/a
	Brood age	0.058	0.052	0.064	n/a
	Water	-0.064	-0.124	0.003	not evident
	Roads	-0.109	-0.189	-0.022	–
	Dense cover	0.173	0.085	0.273	+
	Anthropogenic	0.026	-0.046	0.102	not evident
	Water balance	-0.079	-0.142	-0.014	+
Model 2: Habitat selection	Intercept	2.369	2.279	2.460	n/a
	Brood age	0.057	0.051	0.062	n/a
	Drain	-0.129	-0.189	-0.067	–
	Pond	-0.100	-0.163	-0.034	–
	Effluent pond	0.174	0.110	0.245	+
	Sedge	0.003	-0.057	0.067	not evident
Model 3: No selection	Intercept	2.378	2.287	2.377	n/a
	Brood age	0.057	0.051	0.063	n/a
	Stream	0.174	0.059	0.293	+
	Grass	-0.091	-0.197	0.015	not evident
	Woody cover	0.037	-0.048	0.123	not evident
	Hedgerow	0.216	0.115	0.320	+
Model 4: Nearest waterbody	Intercept	1.691	0.583	3.127	n/a
	Brood age	0.059	0.054	0.065	n/a
	Nearest water	0.044	0.002	0.088	+
	Waterbody area	-0.025	-0.174	0.126	not evident
	Riparian width	0.085	-0.110	0.284	not evident
	Emergent cover	0.031	-0.020	0.081	not evident
	<u>Waterbody type</u>				
	Drain	0.673	-0.782	1.793	not evident
	Pond	0.648	-0.790	1.774	not evident
	Lake	-0.388	-1.825	0.960	not evident
	River	0.975	-0.519	1.957	not evident
	Stream	0.764	-0.682	1.880	not evident
	Effluent	0.557	-0.898	1.712	not evident

Table 8 - continued

Model	Parameter	Estimate	LCI	UCI	Fitness consequence
Model 5: Local-scale habitat characteristics	Intercept	2.371	1.075	3.832	n/a
	Brood age	0.057	0.051	0.064	n/a
	<u>Habitat type</u>				
	Road	-0.101	-1.602560	1.210	not evident
	Drain	1.223	-0.345	1.975	not evident
	Effluent pond	-0.383	-1.845	0.946	not evident
	Pond/lake	-0.151	-1.608	1.158	not evident
	Stream	0.276	-1.190	1.589	not evident
	Upland linear	-0.237	-1.712	1.078	not evident
	Non-linear upland	-0.348	-1.820	0.982	not evident
	Paddock	0.332	-1.134	1.655	not evident
	Vegetation height	-0.073	-0.109	-0.035	–
Overhead cover	0.013	-0.021	0.048	not evident	
Model 6: Local-scale (vegetation type)	Intercept	1.494	0.740	3.026	
	Brood age	0.057	0.052	0.063	
	<u>Vegetation type</u>				
	Dense grass	0.738	-0.825	1.555	not evident
	Paddock grass	1.274	-0.275	1.974	not evident
	Rank grass	0.823	-0.711	1.575	not evident
	Woody	0.826	-0.719	1.582	not evident
	Sedge	0.689	-0.863	1.506	not evident
None	0.426	-1.146	1.336	not evident	

<sup>1</sup> Our model structure simultaneously evaluated brood survival and duckling and brood detection. Model-specific parameter estimates and associated covariates are provided in Table 11 in Appendix 2.

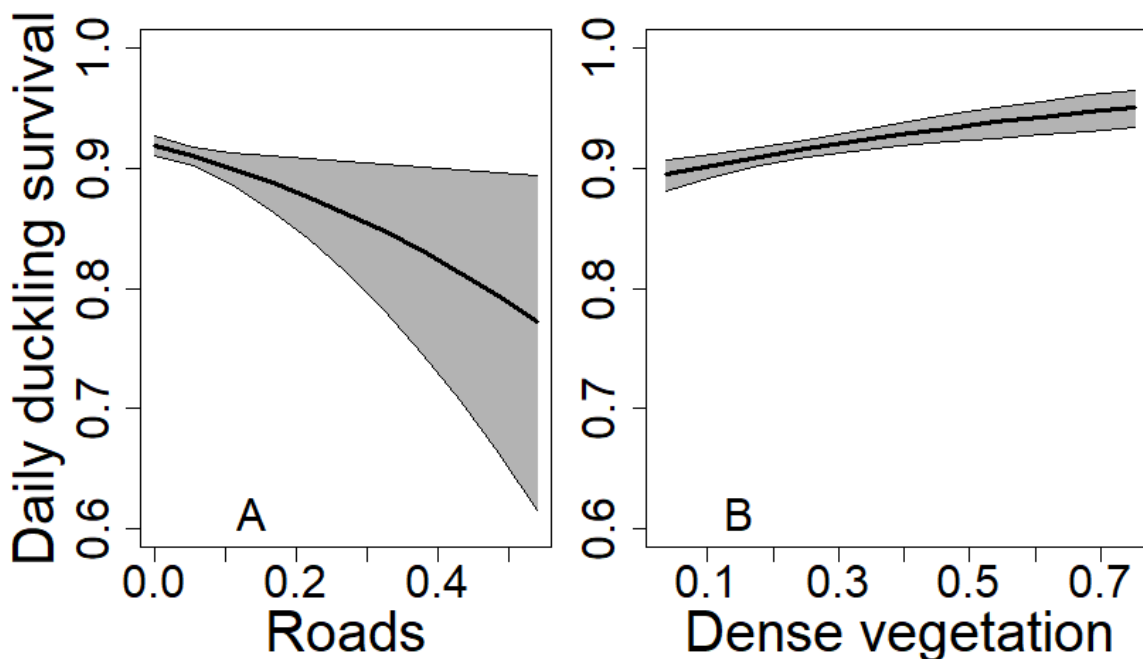


Figure 17 - Daily duckling survival in response to the proportion of A) roads and B) dense vegetation within the brood buffer of female mallards in Southland and Waikato, 2014–2015. Shaded area represents 95% confidence intervals.

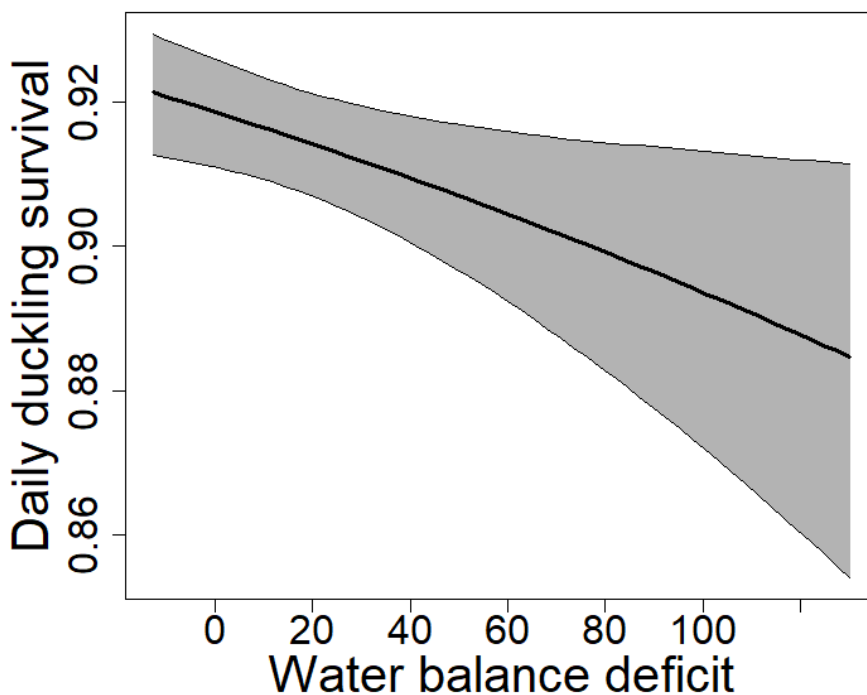
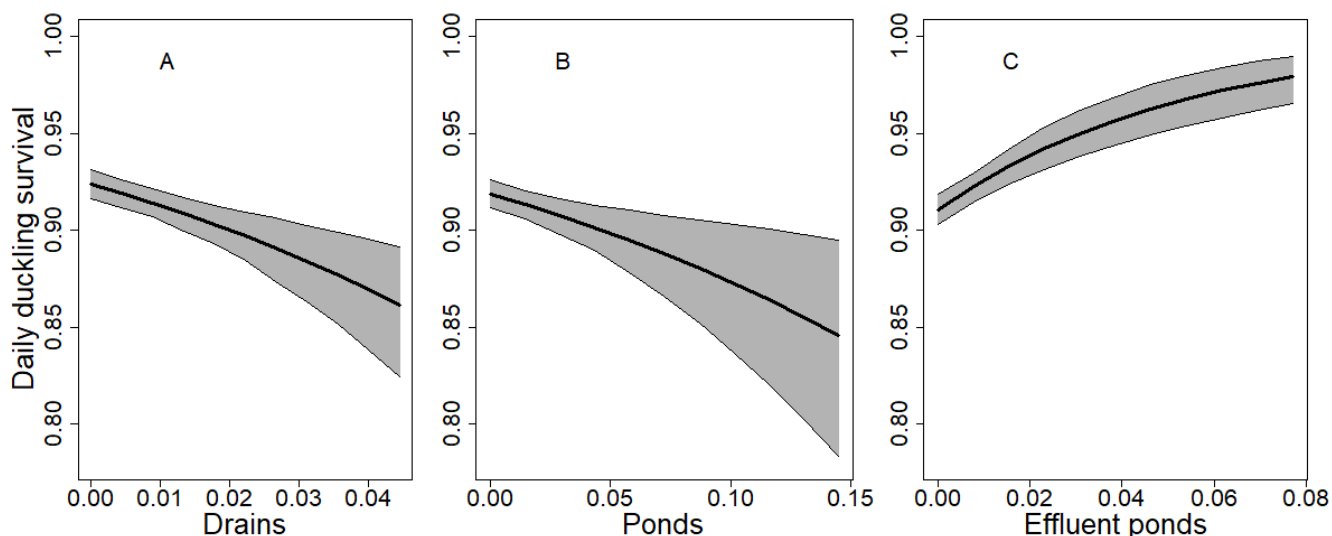
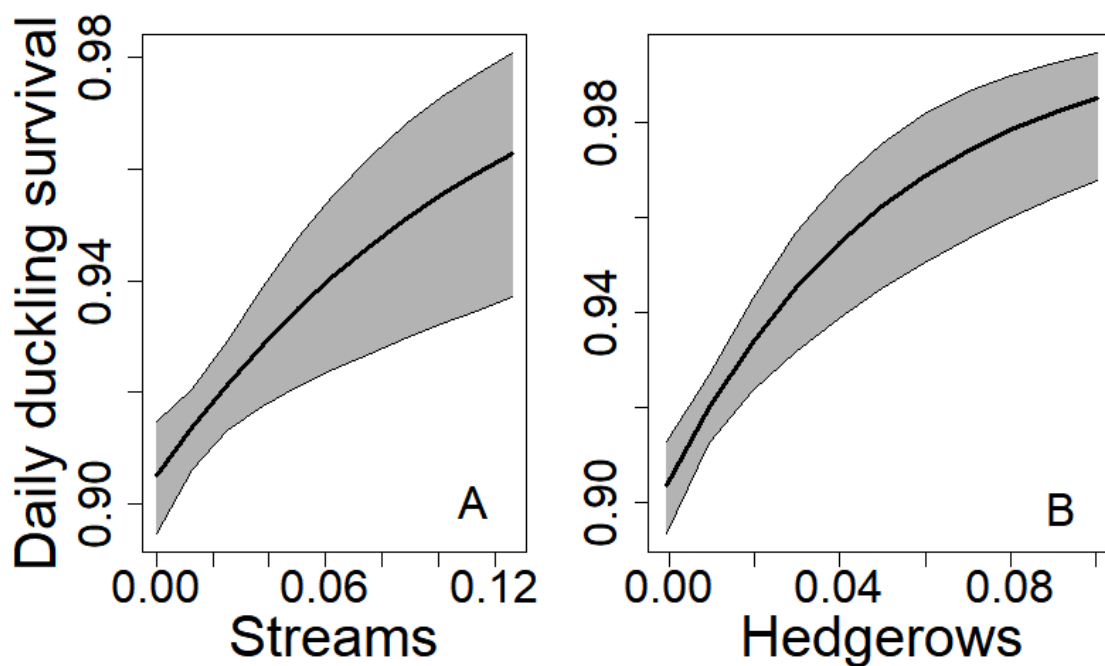


Figure 18 - Daily duckling survival in response to water balance deficit, whereby negative values indicate saturation and presumably greater areas of ephemeral wetlands. Shaded area represents 95% confidence intervals.



**Figure 19 - Daily duckling survival in response to the proportion of A) drains, B) ponds (including natural and man-made, but excluding effluent), and C) effluent ponds within the brood buffer of female mallards in Southland and Waikato, 2014-2015. Shaded area represents 95% confidence intervals.**



**Figure 20 - Daily duckling survival in response to the proportion of A) Streams and B) Hedgerows within the brood buffer of female mallards in Southland and Waikato, 2014-2015. Shaded area represents 95% confidence intervals.**

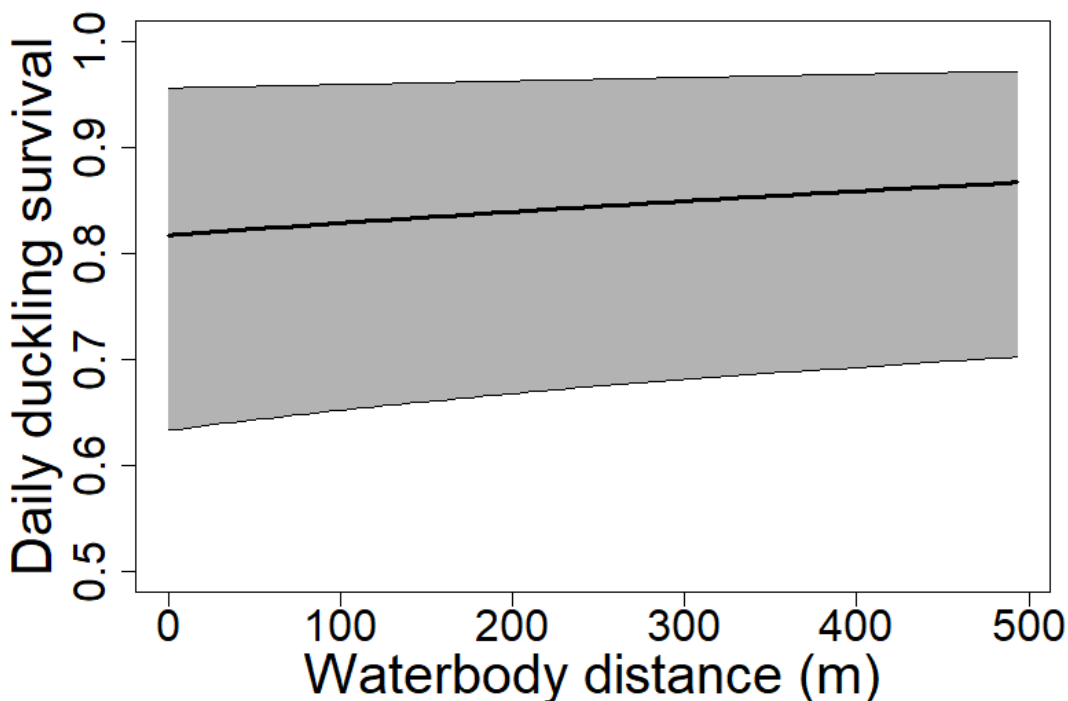


Figure 21 - Daily duckling survival of female mallards in Southland and Waikato, 2014-2015 in response to the distance to the nearest waterbody. Shaded area represents 95% confidence intervals.

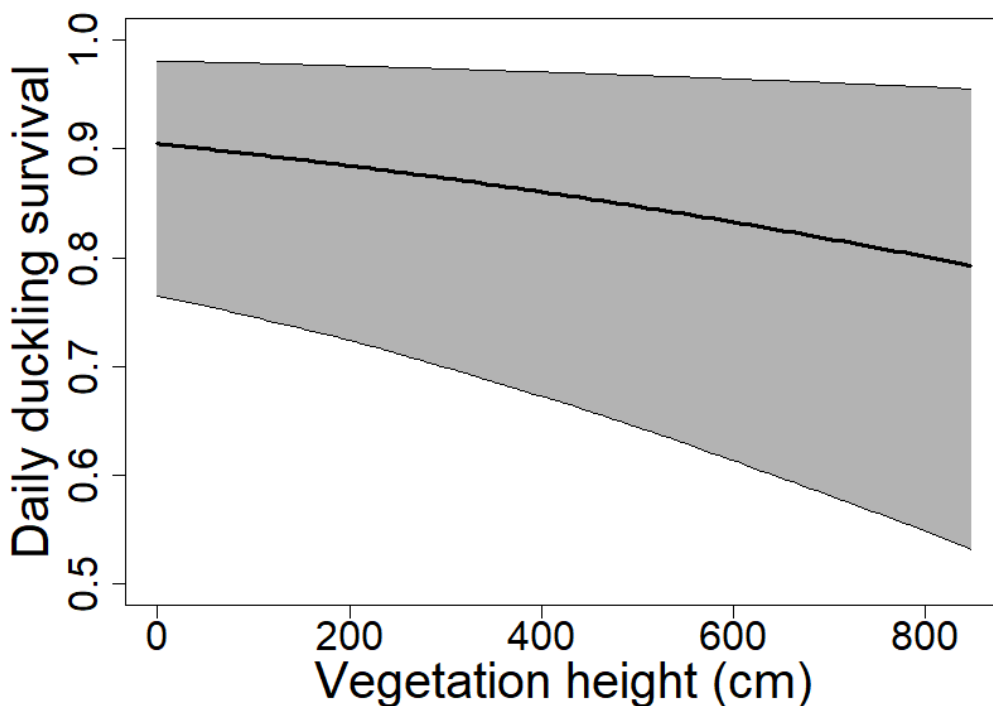


Figure 22 - Daily duckling survival in response to vegetation height at the local-scale (within 5 m<sup>2</sup>), for mallard broods in Southland and Waikato, 2014-2015. Shaded area represents 95% confidence intervals.

## DISCUSSION

Our results suggest that mallards in NZ exhibit both adaptive and maladaptive patterns of second-order habitat selection (Table 9). Mallards that selected brood-sites with greater proportions of effluent ponds and streams experienced higher duckling survival; suggesting that, at the brood-buffer or home-range scale, greater areas of effluent ponds and streams throughout the landscape are beneficial and confer reproductive benefits. Although road habitat was associated with lower duckling survival, broods appeared to neither select nor avoid areas with higher proportions of roads, indicating that this pattern of habitat selection may also be adaptive.

Mallards also exhibited maladaptive habitat choices which led to both ecological and perceptual traps. Ecological traps occur when animals select habitats that are associated with lower fitness, and our analysis illustrated that mallards selected areas with abundant drain and pond habitats despite lower duckling survival associated with higher proportions of these habitat types. Perceptual traps occur when animals avoid habitats that result in higher fitness. Although we found no evidence of avoidance, our results indicated that mallards neither selected nor avoided brood-rearing areas that had greater areas of hedgerows, yet duckling survival was positively associated with this habitat.

**Table 9 - Patterns of habitat selection and associated fitness consequences and outcomes of female mallards in Southland and Waikato, 2014–2015, as determined from a 200-m radius brood buffer derived from brood location data and assumed brood routes.**

Habitat type	Selection	Fitness consequence	Outcome
Water	+	not evident	Potential ecological trap
Roads	not evident	–	Adaptive avoidance
Dense cover	not evident	+	Perceptual trap
Anthropogenic	not evident	not evident	Neutral
Drain	+	–	Ecological trap
Pond/lake	+	–	Ecological trap
Stream	+	+	Adaptive selection
Effluent pond	+	+	Adaptive selection
Grass	not evident	not evident	Neutral
Woody cover	not evident	not evident	Neutral
Hedgerow	not evident	+	Perceptual trap
Sedge	+	not evident	Potential ecological trap

### **Ponds, effluent ponds, drains and streams**

At the 200 m scale, females tended to select brood-rearing areas with greater areas of drains, ponds, effluent ponds, and to a lesser extent streams. However, only effluent ponds and streams conferred fitness benefits. At smaller, local-scales, broods tended to use ponds, streams and drains more often than effluent ponds, yet duckling survival was unrelated to habitat type at the local scale. These results suggest that at larger spatial scales, greater areas of effluent ponds and streams throughout the landscape may benefit ducklings, while greater



areas of ponds and drains may lead to ecological traps. Differences in habitat features outside of the scope of this study such as predator and invertebrate communities associated with different waterbody types, and/or nutrients and pollution may explain these results. For instance, duckling survival decreased with vegetation height at local-scales (Figure 22). Forested areas and trees provide hunting perches for avian predator and cover for mammalian predators that have been linked to lower duckling survival rates (Simpson et al. 2007, Amundson & Arnold 2011, Bloom et al. 2013, Garrick et al. 2017). Compared to effluent ponds, ponds and lakes tended to have taller vegetation, greater overhead cover and wider riparian margins (Figure 11, Figure 12 & Figure 13, respectively). Possibly, alternative prey may be available or predator abundance may be lower in brood-rearing areas that have greater areas of effluent ponds (and presumably fewer trees and shrubs), whereas areas with abundant ponds and lakes (and more trees and shrubs), may harbour higher densities of duckling predators and/or less alternative prey sources. This may explain the positive association between effluent ponds and duckling survival rates observed here, as well as higher rates of nest survival observed in a concurrent study (Cosgrove et al. 2015).

Understanding predator and prey densities of different waterbodies, in association with vegetation type/height, could aid the development of management recommendations for desirable planting regimes and could yield important insights into why ducklings survive better in certain waterbodies than others. However, streams also had taller vegetation, and duckling survival increased when there were higher proportions of streams within the brood-rearing area, so this hypothesis alone does not fully explain our results and suggests that additional factors also influence duckling survival. For example, the linearity of drains and relatively low vegetation cover may create efficient foraging corridor for hawks (Dugger et al. 2016). On several occasions investigators reported seeing hawks flying low over drains, presumably searching for ducklings, and observers witness predation of duckling by both pukekos and hawks during the study. Even though trees and woody habitats along ponds and streams might harbour mammalian predators, the additional overhead cover could benefit ducklings by providing hiding places and refugia from avian predators. Thus, there may be a trade-off between avoiding mammals that inhabit tall vegetation around ponds and streams, while having access to enough overhead cover to avoid hawks.

Garrick et al. (2017) postulated that anthropogenic areas may have greater predator abundance. Possibly, areas around milking sheds and associated effluent ponds have higher abundances of mice and rats, which may serve as alternative food sources to duckling predators such as cats, ferrets and stoats. As such, broods that have higher proportions of effluent ponds within their brood-rearing areas may benefit from prey dilution, either from other broods or alternative food sources. On numerous occasions, several broods were observed on the same effluent pond together and observers reported females fighting for space, indicating that these habitats are certainly preferred, but the attributes that attract broods to effluent ponds remains poorly understood. Effluent ponds are high nutrient environments, but often have rich invertebrate assemblages. In the Waikato they represent some of the few aquatic environments which are pest fish free due to the lack of connectivity with natural waterways. In the Waikato, and to a lesser extent in Southland, lakes, wetlands and drains are often severely degraded with high sediment loads. Many waterways have

‘flipped’ with complete collapse of macrophytes and have turned into soft bottomed algal dominated states. These degraded waterways also tend to have depauperate invertebrate communities and this may also explain why brood areas with more effluent ponds led to improved duckling survival. Increasingly, effluent ponds are moving away from traditional earth bund designs and becoming lined with plastic polymers to avoid leaching. This study did not differentiate between natural and lined ponds, but the majority had not been lined at the time of the project. Unless plastic lined ponds have ladders (or other escape mechanisms) put in place, ducklings are unable to exit and often perish. If the trend towards lined effluent ponds continues without consideration for wildlife escape mechanisms it is likely that survival rates of ducklings using these environments will reduce.

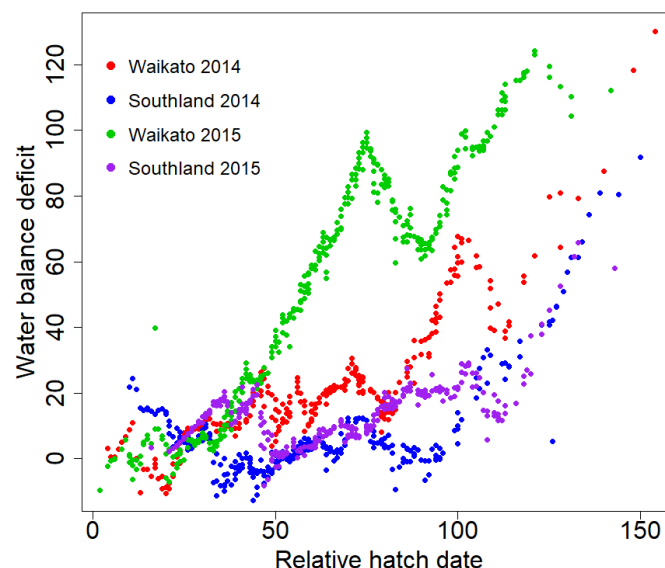
The morphology and water quality of streams and drains may differ vastly and could explain the differences in duckling survival rates. Wider riparian margins associated with streams likely filters agricultural run-off and reduces sediment loads. For instance, phosphorous is prevalent in NZ drains (Nguyen & Sukias 2001) and has been linked to decreased duckling growth (Sparling 1990). Gibb (2018) analysed blood samples of females used in this study, as well as additional samples of mallards collected in Southland and Waikato and quantified liver concentrations of cadmium, cooper and lead. Overall, birds from Southland and adult birds had higher cadmium levels ( $\bar{x}_{Southland} = 0.84$ ,  $\bar{x}_{Waikato} = 0.65$ ,  $\bar{x}_{Adult} = 0.94$ ,  $\bar{x}_{Juvenile} = 0.55$ ), birds in Waikato had higher volumes of lead ( $\bar{x}_{Southland} = 0.25$ ,  $\bar{x}_{Waikato} = 0.55$ ), and males had higher levels of both cooper ( $\bar{x}_{Male} = 100.8$ ,  $\bar{x}_{Female} = 55.9$ ) and lead ( $\bar{x}_{Male} = 0.42$ ,  $\bar{x}_{Female} = 0.35$ ) (Gibb 2018). A significant number of the individuals showed exposure levels that are likely to impact reproductive biology of mallards (Gibb 2018). These heavy metals can also have profound influences on ducklings. For instance, black duck (*Anas rubripes*) ducklings that were fed high cadmium diets responded differently to fright stimulus by travelling less distances (Heinz et al. 1983); thus, high cadmium levels could make ducklings more prone to predation. Additionally, high lead-levels have been shown to decrease growth of mallard ducklings, affect balance and mobility, reduce time spent swimming and bathing, impact cellular immune responses and, in severe cases, lead to duckling death (Douglas-Stroebel et al. 2005, Vallverdú-Coll et al. 2015).

Macroinvertebrate communities could also be influenced by heavy metals or pest-fish and potential differences in macroinvertebrate communities among the various waterbody types may explain habitat selection and/or duckling survival. Higher invertebrate densities are positively related to duckling growth and subsequent survival (Dzus & Clark 1997, Cox et al. 1998) and effluent ponds in the Waikato possibly have a greater abundance of invertebrates due to the absence of pest-fish such as mosquitofish (*Gambusia affinis*), catfish (*Ameiurus nebulosus*), rudd (*Scardinius erythrophthalmus*), goldfish (*Carassius auratus*) and koi carp (*Cyprinus carpio*), which are associated with decreased macroinvertebrate abundance and diversity (Leyse et al. 2003, Garrett-Walker 2014). Drains may have lower invertebrate biomass, presumably due to increased contamination, spraying and/or cleaning.

## Water balance deficit

Garrick et al. (2017) found that duckling survival in Southland increased with the presence of ephemeral water. We analysed water balance deficit and found that duckling survival was highest when the deficit was below zero (Figure 18). This suggests that duckling survival was higher when there was a surplus of water and the ground was saturated, which presumably creates ephemeral wetlands in flooded paddocks. Research in Puerto Rico found that the survival of white-checked pintail ducklings (*Anas bahamensis*) increased with precipitation, which likely increased cover and food access amid interspersed vegetation in flooded areas (Davis et al. 2017). A similar phenomenon likely occurs in NZ and would explain why broods had an affinity to paddocks.

Water balance deficit increased with seasonal progression (Figure 23), however duckling survival does not increase with season or hatch date but instead is consistent throughout the season (Garrick et al. 2017, Sheppard 2018). This consistency is possibly due to a milder climate or more stable food sources in New Zealand, compared to North America where survival is related to hatch date (Garrick et al. 2017). Interval-specific water balance, as analysed here, measures the average water deficit during each brood-interval (i.e., time between each consecutive observation) for each brood. Thus, deficit values are different for each brood, at each age, because brood observations occurred when required (i.e., different broods were observed on different days and not all intervals are equal length). The positive association between interval-specific water balance deficit and duckling survival suggests that managers may be able to use water balance to predict productivity.



**Figure 23 - Water balance deficit in relation to relative hatch date (1 = 1 September; 150 = 29 January) for each site-year**

## Roads

At the brood-site scale, broods appeared to neither select nor avoid roads, yet roads were associated with reduced duckling survival, indicating that this pattern of habitat selection may

also be adaptive. At the local scale, less than 2% of brood observations occurred near roads and these were likely in instances of broods leaving the nest-site. We know broods cross roads because on several occasions consecutive observations were conducted on the same brood but at different waterbodies on different sides of roads and motorways (J. Sheppard, pers. observ.). Additionally, newly hatched broods just leaving the nest often start their lives along roadsides. Roads and associated vehicles likely pose a threat to duckling survival and could explain why duckling survival decreased when there were higher proportions of roads within the brood buffer. Nesting mallards select nest-sites closer to roads and nest survival is twice as high along roadsides than adjacent to aquatic habitats which is associated with the amount of dense nesting vegetation associated with these areas (Sheppard 2018). There is likely a trade-off for mallards closer to roads in safer nest areas at the cost of having to contend with traffic and anthropogenic threats to ducklings immediately following hatch., Because brood use of roads is minimal and broods do not select brood-rearing areas with higher proportions of roads, roadside habitat is relatively unimportant to duckling survival.

### **Dense cover, hedgerows, sedges, emergent cover and overhead cover**

We defined dense cover as rank grass, hedgerows, shelterbelts, and woody cover (trees and shrubs). At the 200 m brood-buffer scale, broods did not select dense cover, yet duckling survival increased with greater proportions of dense cover within the brood buffer (Table 9, Figure 17B). Nesting mallards also selected nest-sites that had higher proportions of dense cover within a 200 m nest buffer, but nest survival appeared unaffected (Sheppard 2018). Conversely, Garrick et al. (2017) found duckling survival decreased with a greater proportion of dense cover, however their analysis only focused on broods from Southland in 2014, and their brood buffers were 50 m radius as opposed to our 200 m radius. Stage-specific habitat-selection trade-offs between nesting and brood-rearing habitats could explain the incongruencies among selection of dense cover and associated survival of nests and duckling.

When we analysed the separate components of dense cover, we found no selection for rank grass, woody cover, or hedgerows/shelterbelts, however our results indicated that duckling survival increased when buffers contained more hedgerow area (Table 9, Figure 20B). Hedgerows were often located along roadsides ( $r = 0.63$ ,  $df = 188$ ,  $p < 0.001$ ) or drains ( $r = 0.08$ ,  $df = 188$ ,  $p = 0.27$ ). Given the high correlation between roadsides and hedgerows and reduced survival associated with roads and vegetation height, we would expect that hedgerows would also be related to lower duckling survival rates; however, this was not the case. Perhaps the narrowness of the row and the densely, interlocked branches creates inferior habitat for duckling predators; thus, areas with higher proportions of hedgerows possibly have fewer predators. Nevertheless, only 3% of brood observations occurred in, or near, hedgerows, so this habitat type seems relatively unimportant to broods when compared to aquatic habitats and paddocks.

Broods also selected brood buffers that had higher proportion of sedge/rush habitat, despite no relationship between sedge and duckling survival. The proportion of sedge habitat was weakly correlated to the proportion of ponds ( $r = 0.20$ ,  $df = 188$ ,  $p = 0.007$ ) and unrelated to the proportion of effluent ponds ( $r = -0.006$ ,  $df = 188$ ,  $p = 0.93$ ), streams ( $r = 0.07$ ,  $df = 188$ ,  $p = 0.29$ ) or drains ( $r = 0.11$ ,  $df = 188$ ,  $p = 0.15$ ). Sedges, rushes and other

aquatic vegetation provide emergent cover, which benefits ducklings by offering food, escape cover from predators, and shelter during rain events which may provide better thermoregulatory conditions (Simpson et al. 2007, Stafford and Pearse 2007). Our results indicated that duckling survival was unaffected by the percent of emergent cover at the nearest waterbody, but McDougall et al. (2018) reported that broods in the Bay of Plenty were observed more often in drains that had more emergent cover/floating vegetation. Therefore, we recommend that managers encourage planting and restoration of sedge and other emergent vegetation to attract broods to high-quality waterbodies (i.e., areas known to have enough food and reduced predator numbers). Attracting broods to those sites could ultimately improve mallard productivity, but caution should be taken to avoid attracting broods to potential ecological traps.

We found no relation between overhead cover and duckling survival, however McDougall et al. (2018) reported that in drains, brood presence increased when there were a small number of overhanging trees and shrubs present along the drain. The relationship between overhead cover and duckling survival may be quadratic and too few or too many trees are detrimental, but some trees are beneficial.

### **Management recommendations**

Ecological traps arise when anthropogenic changes in the environment disrupt the cues that signal good quality habitat or when elements in the environment mimic traditional cues for habitat choices (Schlaepfer et al. 2002). We found that drains and ponds (at the home-range/brood-rearing area scale) are ecological traps to mallard duckling survival (Table 9). Mallards selected brood-rearing areas that have higher areas of drains and ponds, and our data indicate that broods readily use these habitat types (Figure 15). Possibly, drains and ponds have fewer or lower-quality food sources, higher predator communities, or poor water quality and could explain the low duckling survival associated with increasing areas of these habitats. Drains, and aquatic habitats in general, were also associated with lower nest survival (Sheppard 2018), suggesting that predators could be the main factor attributing to lower survival rates.

Adaptive selection occurs when animals select habitats that are associated with improved survival rates. In this study, duckling survival increased when broods selected brood-rearing habitats with higher proportions of effluent ponds, streams and hedgerows. These habitats are possibly associated with lower predator abundance or increased food sources. Nevertheless, any effort to protect or promote these habitats may improve duckling survival and ultimately increase mallard productivity.

In conclusion, we recommend the following actions should be taken:

1. Streams and effluent ponds provided adaptive brood-rearing habitat. In instances where landowners have effluent ponds on their land, educating them about the importance of effluent ponds and encouraging those with lined ponds to install escape mechanisms may benefit duckling survival. Additionally, maintaining and enhancing streams with dense vegetation may also improve survival rates. Finally, investigating which habitat characteristics of streams and effluent ponds attributes to higher duckling survival may yield important insights for restoration programs of other waterbody types.
2. Brood-rearing females selected buffers with higher proportions of sedge habitat. To attract birds to productive wetlands, we suggest that habitat managers increase the area of sedge/rush habitat. Concurrently, managers should discourage abundant planting of tall vegetation (i.e., trees and shrubs) and take caution to ensure planting of sedge habitat does not lead to ecological traps by attracting broods to low quality wetlands with high numbers of predators or low food sources. In conjunction with sedge/rush planting, predator trapping could be encouraged although further studies may be warranted to determine both the impact of different predator guilds on duckling survival and the efficacy of any control prior to investing heavily in this management tool.
3. Hedgerows were positively associated with duckling survival. Possibly, the thickness of hedge species creates unfavourable habitat for duckling predators (i.e., hedges limit the ability of predators to track along edges of waterbodies) and may explain why duckling survival was higher when there were greater proportions of hedgerows within the brood buffers. We recommend managers discourage the removal of hedgerows and promote or enhance planting of dense hedge species around or near important waterbodies. Based on our results, maintaining hedgerows or hedge species in close proximity to streams and effluent ponds in particular, may benefit duckling survival.
4. Water balance deficit is associated with daily duckling survival, so we recommend that managers direct efforts to prevent the removal of sub-surface drainage during peak brood-rearing and promote the creation of seasonal or ephemeral wetlands. Water deficit may potentially be used as a tool to predict duckling survival and feed back into population models. Future research could include a multi-year study to:
  - a. identify the relationship between water deficit and ephemeral wetlands
  - b. conduct pair: brood ratios to prior to and during the breeding season which can be used to determine relative productivity and predict population projections (Cowardin & Blohm 1992, Pagano et al. 2014). If pair: brood ratios correspond to water balance deficit, then overtime, managers may be able to use weather data during spring and summer in conjunction with other data e.g. survival rates from banding to forecast a population response.
5. Sheppard (2018) found that productivity of mallards in New Zealand was limited by both duckling and female survival. Any initiative that can protect ducklings or enhance growth

and survival will ultimately improve mallard population growth. We recommend that managers continue to direct efforts to enhance habitat characteristics that have been linked to improved duckling survival or abundance, as determined from this study and associated studies throughout NZ. In particular, managers should focus efforts on: i) increasing riparian margins; ii) advocating for the retention and protection of wetlands iii) restoring ponds and wetlands; iv) identifying and conserving waterbodies where pest-fish have not established; v) identifying and conserving ephemeral wetlands, and vi) encouraging landowners to manage and control predators.

6. Initiatives that protect females will also enhance productivity. Targeted predator control particularly during key nesting periods and encouraging hunters to shoot fewer hens may improve female survival and ultimately increase duckling densities throughout the landscape.
7. To further improve management recommendations, we also suggest that managers consider conducting additional research to better understand predator and invertebrate communities of various waterbody types. For instance, designing a program to remove predators around drains and ponds and comparing predator communities and duckling densities between trapped and non-trapped areas could provide essential information about the efficiency of predator trapping (*sensu* Amundson et al. 2013). Understanding which food sources are associated with each waterbody may also provide additional opportunities to enhance duckling survival. Waterbodies with low invertebrate biomass or abundance could undergo faunal recruitment and restoration by inoculating or stocking low-quality waterbodies with vegetation and sediment from high-quality ponds or with invertebrates from nearby waterbodies (Brown et al. 1997, Brady et al. 2002).

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## Appendix 1 - Data Recorded from Brood Observations

During brood observations, we collected habitat information within a 5 m<sup>2</sup> area of the brood. Information about each habitat characteristic, as extracted from the raw brood data, was previously described in the first deliverable of this project (Sheppard 2018b). For convenience, we have repeated that information here. However, please note this does not represent the true values used in this analysis; the data has since been cleaned up, some missing values have been inferred or extrapolated, and some erroneous brood observations were removed.

### Habitat type

Variable type:	Categorical
Number of categories:	14
Observations with available information:	2402
Observations with missing information:	6
Percent of observations with data:	92%

Category	Number of Observations	Percent of Observations
Roadside	3	0.1
Drain	394	16.4
Effluent pond	189	7.8
Pond or lake riparian	101	4.2
Pond or lake water	473	19.6
River/stream/creek riparian	357	14.8
River/stream/creek water	85	3.5
Paddock	674	28.0
Farmyard/rural/semi-urban	36	1.5
Wood/shrub field	32	1.3
Other	26	1.1
Hedgerow	8	0.3
Flax hedge	9	0.4
Treed hedge	15	0.6

**Definition:** The type of habitat class the brood was in when first approached (not the habitat the brood was pushed into). For instance, if the brood was in a paddock but pushed into a drain, the habitat was recorded as paddock.

**Notes:** Observations with missing information and categories ‘hedgerow’ and ‘other’ will be re-assigned to their appropriate class following investigation of brood comments, photographs and digital imagery (where appropriate). Additional type of hedgerows may include: sparse tree/shrub, pampas, gorse or hawthorn.

Categorical variables are difficult to assess because they require a large amount of statistical power and our sample size is only 197 broods. We will

reduce the number of categories by pooling similar habitats together to create 6 habitat types:

- 1) drains,
- 2) ponds and lakes and their riparian areas (excluding effluent ponds),
- 3) effluent ponds;
- 4) paddocks;
- 5) rivers, streams, creeks and their riparian areas,
- 6) other upland habitats (hedgerows, farmyards, roadsides)

### **Vegetation type**

Variable type:	Categorical
Number of categories:	13
Observations with available information:	2029
Observations with missing information:	379
Percent of observations with data:	78%

Category	Number of Observations	Percent of Observations
Grass	1224	50.8
Toe-toe/pampas	28	1.2
Forbs	86	3.6
Sedge/rush	78	3.2
Flax	55	2.3
Raupo	11	0.5
Blackberry	39	1.6
Gorse	139	5.8
Woody ferns	16	0.7
Other shrub	134	5.6
Tree	193	8.0
Artificial (milking shed)	2	0.1
Other	24	1.0

**Definition:** The dominant type of vegetation within a 5m<sup>2</sup> area of the brood. For instance, if the brood was in paddock, then veg type was likely grass. If the brood was under a gorse bush in a drain, then veg type should be gorse.

**Notes:** Other shrub = willow, broom, brush pile, hawthorn.  
Tree = Poplar, Macrocarpa, Willows, Manuka, Kahikatea, Pine, etc.  
Other = Azolla, water, leaf litter, bare ground, unidentified emergent vegetation.

**Usability:** Categorical variables are difficult to assess because they require a large amount of statistical power. If future researchers wish to analyse vegetation type as categorical variables, then a category for willows should be created because it occurred commonly in ‘other shrub’ and ‘tree’ categories. Brood photos should be examined to properly identify any unidentified vegetation. Over half of the observations reported broods in grass, which may reflect the

use of paddocks. Thus, vegetation type should be considered in conjunction with habitat type (i.e., willows around ponds vs. grass in a paddock).

### **Percent of overhead cover**

Variable type:	Continuous
Observations with available information:	1748
Observations with missing information:	862
Percent of all observations with data:	67%
Percent of observations near water with data:	76%

**Definition:** Percent of mainly continuous layer of foliage above the brood (within 5 m<sup>2</sup>).

**Summary:** Mean overhead cover was 28.3% (SD = 34.6%). This data is extremely skewed; 44% of observations reported 0% overhead cover which may complicate the analysis. Of the observations that report 0% overhead cover, 45% were recorded in paddocks.

### **Vegetation height**

Variable type:	Continuous
Observations with available information:	796
Observations with missing information:	814
Percent of observations with data:	30%

**Definition:** Maximum height (excluding excessive outliers) of vegetation within 5 m<sup>2</sup> of the brood.

**Summary:** Mean vegetation height was 139.5 cm (SD = 296.5 cm; range = 0-4000 cm). Outliers are evident in this data and the larger values certainly represent trees while height of 0 likely represents bare ground. Approximately 56% of the data indicated a vegetation height of <50 cm.

**Usability:** We have no measure of vegetation height outside of the brood location, therefore we are unable to relate this measure to habitat selection.

### **Width of the riparian margin**

Variable type:	Continuous
Observations with available information:	1584
Observations with missing information:	1026
Percent of all observations with data:	61%
Percent of observations near water with data:	77%

**Definition:** Defined as the width of the riparian margin (from the edge of the water to the edge of the bank). If the brood was in a large body of water (i.e., pond/lake) only one measurement was reported. If the brood was in a linear waterbody (drain), a measurement was reported for each side.



**Notes:** During 2014, we recorded the riparian margin of only one side of the drain/river/creek, but in 2015 we recorded width of both sides. If the brood was in a pond or lake, then the riparian margin of the nearest bank was recorded.

**Summary:** 88% of records are <10 m wide. Of these records, mean riparian width is 1.8 m (SD = 1.8 m). However, 446 observations report a width of 0 m. These records will need to be double-checked to ensure accuracy. To do this, we will review the notes of the brood observations, look at photographs and consult the aerial imagery. Less than 12% of observations report a width for 'riparian side 2'. Of these records, mean riparian width was 1.4 m (SD = 3.8)

### Percent of emergent cover

Variable type:	Continuous
Observations with available information:	1253
Observations with missing information:	1359
Percent of all observations with data:	48%
Percent of observations near water with data:	74%

**Definition:** Only applicable if brood was in a waterbody; emergent vegetation includes aquatic plants that are rooted to the bottom of the waterbody and have grown out of the water, providing vertical cover for broods. Emergent cover may be at the edge of the water or growing throughout the waterbody.

**Summary:** Averaged emergent cover was 27.0% (SD = 30.4%). 17% of observations report 0% emergent cover. We are unable to determine emergent cover from aerial imagery, so we will refer to brood photographs to interpret missing values or create a Bayesian model that will enable us to interpolate this variable.

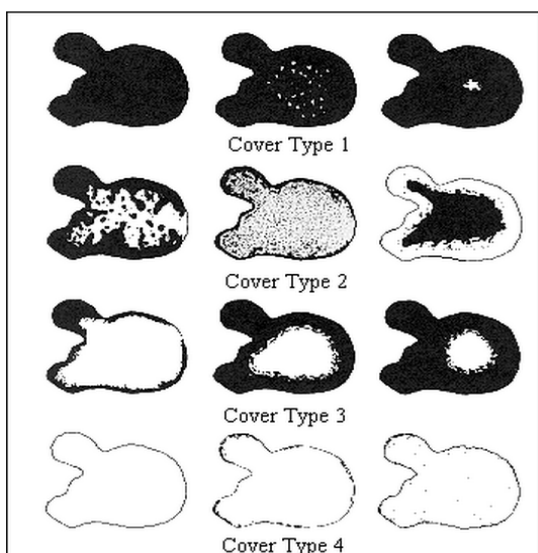
**Cover type of waterbody**

Variable type: Categorical  
 Number of categories: 4  
 Observations with available information: 1487  
 Observations with missing information: 921  
 Percent of observations with data: 57%

Cover type	Number of Observations	Percent of Observations
1	119	8.0
2	399	26.8
3	781	52.5
4	188	12.6

**Definition:** Relevant only if brood was in water. Cover type specifically refers to the amount and arrangement of emergent vegetation around the waterbody.

- 1: 95% of water surface covered with emergent vegetation
- 2: 5-95% of water surface is covered with emergent vegetation with interspersed patches of vegetation and open water
- 3: 5-95% of water surface is covered with emergent vegetation with one central expanse of open water
- 4: water body is predominately unvegetated with <5% emergent cover around the peripheral edge of the water.



**Notes:** We did not record cover type for ~650 observations that occurred in upland areas, including paddocks. However, 263 observations that occurred in drains, ponds or streams also lack this information.



Cover type is an important variable that affects brood use and duckling survival in North America (Bloom et al. 2013).

### **Fenced**

Variable type:	Categorical
Number of categories:	3
Observations with available information:	1286
Observations with missing information:	1326
Percent of observations with data:	49%

Fence type	Number of Observations	Percent of Observations
Fully fenced	1059	82.3
Partially fenced	104	8.1
Not fenced	123	9.6

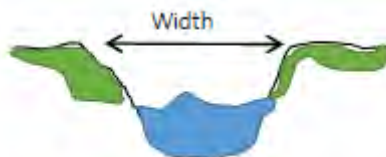
**Definition:** Whether the waterbody or area the brood was in was fenced, and if so, if it's completely or partially fenced (i.e., one side of drain is fenced but other is not).

**Notes:** A portion of observations in 2014 recorded this variable as either yes – fenced or not fenced.

### **Drain width**

Variable type:	Continuous
Observations with available information:	593
Observations with missing information:	2019
Percent of observations with data:	23%
Percent of observations in drains with data:	99%

**Definition:** The width of the drain (from top of drain's riparian edge to other riparian edge).



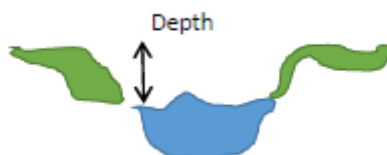
**Summary:** Mean drain width was 2.8 m (SD = 3.9 m), however the data will need to be checked as outliers or typos are evident (range = 0-80 m). We can use aerial

imagery to verify drain width and to assign widths to drains that were never visited by observations during brood observations.

### **Drain depth**

Variable type:	Continuous
Observations with available information:	577
Observations with missing information:	2035
Percent of observations with data:	22%
Percent of observations in drains with data:	96%

**Definition:** The depth of the drain, from top of drain to water level.



**Summary:** Mean drain depth was 1.4. m (SD = 3.7 m), however the data will need to be checked as outliers or typos are evident (range = 0-80 m). We are unable to determine depth from aerial imagery, so we will create a Bayesian model that will enable us to interpolate this variable.

### **Drain type**

Variable type:	Categorical
Number of categories:	3
Observations with available information:	481
Observations with missing information:	2131
Percent of observations with data:	18%
Percent of observations in drains with data:	78%

Drain type	Number of Observations	Percent of Observations
Natural	154	32.0
Maintained	325	67.6
Unsure	2	0.04

**Definition:** Whether the drain is maintained or natural.

Maintained: Not much vegetation in drain, sides are steep and possibly lack vegetation (i.e., bare ground). Piles of dirt are evident along drain.

Natural: Vegetation growing on banks and in drain. Drain is densely vegetated and does not look like it has been disturbed in quite some time.

**Notes:** Unmanaged drains have been linked to higher duck densities (McDougall et al. 2018). Possibly, drain maintenance can be observed from aerial imagery (i.e., presences of berms or dirt piles). If possible, we will attempt to classify this characteristic for all drains throughout the study site.

### **Drain shape**

Variable type:	Categorical
Number of categories:	3
Observations with available information:	440
Observations with missing information:	2172
Percent of observations with data:	17%
Percent of observations in drains with data:	74%

<b>Drain shape</b>	<b>Number of Observations</b>	<b>Percent of Observations</b>
U-shaped	294	66.8
V-shaped	145	33.0
Unsure	1	0.2

**Definition:** The shape of the drain.

V-shaped: Drain is steep, depth usually greater than 1-2 m; width of water is narrow.

U-shaped: Drain is shallow, width of water in the drain is wider.

**Summary:** McDougall et al. (2018) found no relationship between drain shape and duckling presence. Drain shape cannot be determine from aerial imagery and because it is a categorical variable we cannot extrapolate missing values using a Bayesian model. We will attempt to classify drain shape of all drains used by broods, and if feasible, we will relate it to duckling survival. However, because we have no measure of the availability of each drain shape throughout the study area, we are unable to assess selection.

## Appendix 2 – Summary statistics of the nearest waterbody

**Table 10 – Mean  $\pm$  SD of characteristics of the nearest waterbody for each waterbody type. This information is provided graphically in Figures 10–14.**

Waterbody type	Drain	Pond	Lake	River	Stream	Effluent
Area (m <sup>2</sup> )	1831.7 $\pm$ 1789.7	4461.6 $\pm$ 8330.4	317256 $\pm$ 408421.1	283134 $\pm$ 294312.6	6188.7 $\pm$ 9417.4	1010.0 $\pm$ 889.4
Vegetation height (cm)	75.1 $\pm$ 74.1	240.2 $\pm$ 245.8	278.8 $\pm$ 84.5	387.5 $\pm$ 265.8	126.5 $\pm$ 175.0	70.0 $\pm$ 80.6
Overhead cover (%)	24 + 25	39 $\pm$ 31	54 $\pm$ 34	45 $\pm$ 37	36 $\pm$ 27	13 + 23
Emergent cover (%)	44 + 28	31 + 28	45 + 25	5 + 10	29 + 22	10 + 16
Riparian width (m)	1.3 + 1.1	5.0 + 5.2	50.0 + 42.4	16.1 + 22.6	3.0 + 1.8	3.2 + 1.9
Width (m)	1.8 + 1.0	—	—	30 + 24.6	3.6 + 2.7	—
Depth (m)	1.1 0.9	—	—	—	1.6 + 1.5	—

### Appendix 3 – Parameter estimates of duckling survival models

Table 11 - Posterior mean and 95% confidence intervals for logit-scale model parameters used to evaluate brood survival and brood and duckling detection while simultaneously evaluating duckling survival of mallards in Southland and Waikato, 2014–2015.

Model	Parameter	Estimate	LCI	UCI
Model 1: General habitat	<b><u>Brood survival</u></b>			
	Intercept	3.406	3.075	3.756
	Brood age	0.032	0.017	0.047
	<b><u>Duckling detection</u></b>			
	Intercept	1.710	-0.073	5.037
	Brood age	1.650	0.913	1.988
	<b><u>Brood detection</u></b>			
	Intercept	7.009	6.131	11.066
	Site (Southland)	0.003	-1.903	1.903
	Year (2015)	-0.008	-1.901	1.899
Model 2: Habitat selection	<b><u>Brood survival</u></b>			
	Intercept	3.408	3.074	3.765
	Brood age	0.032	0.017	0.048
	<b><u>Duckling detection</u></b>			
	Intercept	2.166	0.181	5.700
	Brood age	1.625	0.815	1.989
	<b><u>Brood detection</u></b>			
	Intercept	7.985	6.101	11.058
	Site (Southland)	-0.011	-1.904	1.900
	Year (2015)	0.001	-1.892	1.895
Model 3: No selection	<b><u>Brood survival</u></b>			
	Intercept	3.396	3.058	3.750
	Brood age	0.033	0.018	0.050
	<b><u>Duckling detection</u></b>			
	Intercept	2.407	-0.103	6.569
	Brood age	1.561	0.801	1.986
	<b><u>Brood detection</u></b>			
	Intercept	7.580	5.855	10.590
	Site (Southland)	0.009	-1.904	1.903
	Year (2015)	-0.009	-1.904	1.903

Table 12 – continued

Model	Parameter	Estimate	LCI	UCI
Model 4: Waterbody features	<b><u>Brood survival</u></b>			
	Intercept	3.414	3.078	3.769
	Brood age	0.031	-0.020	0.081
	<b><u>Duckling detection</u></b>			
	Intercept	1.537	-0.142	4.725
	Brood age	1.652	0.924	1.988
	<b><u>Brood detection</u></b>			
	Intercept	7.932	6.065	11.079
	Site (Southland)	0.007	-1.901	1.901
	Year (2015)	0.008	-1.906	1.907
Model 5: Local-scale habitat characteristics	<b><u>Brood survival</u></b>			
	Intercept	3.439	3.104	3.790
	Brood age	0.031	0.016	0.047
	<b><u>Duckling detection</u></b>			
	Intercept	3.586	0.511	11.129
	Brood age	1.460	-0.111	1.987
	<b><u>Brood detection</u></b>			
	Intercept	7.875	6.001	10.951
	Site (Southland)	0.009	-1.894	1.905
Year (2015)	-0.013	-1.904	1.900	
Model 6: Local-scale vegetation type	<b><u>Brood survival</u></b>			
	Intercept	4.101	3.889	4.326
	<b><u>Duckling detection</u></b>			
	Intercept	9.075	7.208	12.128
	<b><u>Brood detection</u></b>			
Intercept	7.948	6.072	11.054	

**Project name: Limnological variables on food web dynamics in Lake Tarawera****Project manager/ coordinator****Project Summary**

- Lake Tarawera, an iconic rainbow trout fishery within the volcanic lakes of the North Island of New Zealand has been on a long-term decline in terms of trout size. This has raised questions of why this is occurring and what management actions could be employed within this lake to halt the decline and produce larger fish for anglers.
- The study quantified seasonal foodweb patterns within Lake Tarawera using stable isotope data to identify ecosystem-based management opportunities for the lakes rainbow trout fishery.
- Late autumn provided the greatest pelagic open-water-derived-diet in both smelt and trout. The pelagic resource growth was related to the increased abundance of mid-water column diatoms (deep chlorophyll maxima) a strong driver of zooplankton production. Trout weight within a given year was found to correlate more strongly with mid-water chlorophyll concentrations than any other depth/season combination.
- Analysis of long-term winter spawning escapement (Te Wairoa trap) showed density dependant population growth oscillated around an indicative carrying capacity of 1000 fish in an annual run. A density-dependant growth relationship showed population growth in a given year tended to be negative when population size in a preceding year tended to be large. Conversely growth was positive when the preceding years population was small. Population growth was greater than expected for a given year when the mean annual chlorophyll concentration was above average.
- A guideline matrix was created that demonstrated how two management actions (fish stocking and harvest regulations) could be used in an adaptive framework in response to trout population cycles and inter-annual variation in primary production.
- This study was finalised in April 2023 with presentation of the final report from Cawthron.

**RMA Fund Update****NZC Item 4.10**

**Prepared by:** Helen Brosnan, Senior Policy Advisor

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**Kōrero taunaki - Summary of considerations*****Purpose***

To update NZC on the progress of existing RMA cases.

***Financial Considerations***

Nil       Budgetary provision       Unbudgeted

***Risk***

Low       Medium       High       Extreme

**Ngā taunaki – Staff Recommendations**

Staff recommends that NZC:

1. Receive the information detailed in the RMA tables updating you on RMA cases (appendix 1 & 2).
2. NZC to confirm RMA fund decisions:
  - a) Fund 50% of \$35,000 for the joint North Canterbury / Central South Island and Southland Fish and Game High Court Case (as noted in minutes from meeting 169).
  - b) Fund 50% of the \$75,000 costs for joint Otago / CSI Fish and Game application for funding (as discussed in 4 June NZC workshop).



## Whakarāpopoto - Executive Summary

3. This item gives you an update on RM fund spending and progress.

A detailed update will be provided to NZC on the Rakaia Water Conservation Order in public excluded.

## Takenga mai – Background

4. RMA Cases

An updated table is provided as attachments 1 & 2, showing a brief update for each project and funds remaining.

The current allocated funds in the RM fund are \$722,276 on 21 July 2024. The regions have committed \$134,287 and the remaining \$587,990 is committed from NZC. This does not include contestable funds for next year (\$200k), which was confirmed in the budgets in July.

## Kōrerorero – Discussion

5. For information, we also have the following updates from the government:
  - July New Climate Strategy
  - Measuring emissions: A Guide for Organisations is a tool to help calculate and report organisational emissions.
  - Corina Jordan presented our RMA Amendments submission to the select committee on 17<sup>th</sup> July; a copy of this submission is available on our website in corporate documents.
6. No new funding applications have been received.
7. At the next NZC meeting, we hope to have an update on the Ngaruroro Water Conservation Order.

## Ngā kōwhiringa - Options

Managers and NZC to

8. Receive the updated information on the RMA fund (which also notes the use of regional reserves).
9. Confirm funding decisions made:
  - a) Fund 50% of \$35,000 for the joint North Canterbury / Central South Island and Southland Fish and Game High Court Case (as noted in minutes from meeting 169).
  - b) Fund 50% of the \$75,000 costs for joint Otago / CSI Fish and Game application for funding (as discussed in 4 June NZC workshop).

## **Whai whakaaro ki ngā whakataunga - Considerations for decision-making**

### ***Financial Implications***

Nil

### ***Legislative Implications***

Nil

### ***Section 4 Treaty Responsibilities***

Not applicable.

### ***Policy Implications***

Nil

### ***Risks and mitigations***

Not applicable.

### ***Consultation***

10. The management team has been consulted on this item. Further discussion focused on how unused funds can be returned to the pool fund for re-distribution.

### **Ngā mahinga e whai ake nei - Next actions**

Appendix 1 & 2 RMA Case spreadsheets

**Table 1: RMA /Legal Fund Reserve**

New Zealand Fish and Game Council										
As at 21 July 2024										
	Project Code	Project Name	Date Approved	Total Approved	Source	Total Spent to Date	Withdrawn	Under/Over Spent to date	Committed Funds	Status Update
Auck/Wai	162/1	Healthy Rivers 2	21-Apr-23	\$100,000	NZC Fund	\$63,124	\$0	\$36,876	\$36,876	Awaiting decision from comissioners. Small over spend anticipated.
Auck/Wai		Whangamarino Weir and Waikato Regional Council	11-Nov-17	\$50,000	NZC Fund	\$6,000	\$0	\$44,000	\$44,000	Funds need to be held for future re-consenting work.
CSI/NC & Sothland	169/2	Sect 107 Case	18/06/2024	17,500.00	NZC Fund	\$0	\$0	\$17,500	\$17,500	
H Bay	168/1	Tranch 2	19/04/2024	30,000.00	NZC Fund	\$0	\$0	\$30,000	\$30,000	A joint case has been agreed with Tamatea and Forest & Bird. Expert conferencing commences in May, hearing is set down for early September.
H Bay	168/2	Tranch 2 - Reserves	19/04/2024	65,000.00	HB Reserves	\$0	\$0	\$65,000	\$65,000	see above update.
Nel Mar	NM MDC Plan Change	MDP - NPS	22/11/2019,2016/16 & 27/07/2024	\$58,475	NZC Fund	\$40,800	\$0	\$17,676	\$17,676	John Hayes and peer review has been completed. The report has been circulated to MDC staff and coucillors. Follow up meeting is scheduled for July.
Nel Mar		MeP appeal mediation	1/5/22 meeting 157th	\$50,000	NZC Fund	\$3,200	\$0	\$46,800	\$46,800	See above update.
North Canterbury	162/2	Rakaia WCO/Hydrology	Exec approved 10/3/22 \$30k 5/7/22 \$70k,180k	\$280,000	NZC Fund	\$134,313	\$0	\$145,687	\$145,687	Update provided in public excluded item
NZC	161/1 166/1	RMA Practice Notes	10/02/2023 - \$53,450 Nov 23 - \$35,000	\$88,450	NZC Fund	\$74,230	\$0	\$14,220	\$14,220	We are continuing to add additional practice notes to this web page to support our work for NPS-FM plan changes. We note that the government plans to amend NPS-FM.
NZC	166/2	Ag Consultant	Nov-23	\$15,000	NZC Fund	\$0	\$0	\$15,000	\$15,000	We are awaiting the outcome of some MFE and Horizons work to write a practice note on inputs controls. This funding will provide the expert guidance for this.
NZC	NPS	NPS FM	Aug-20	\$150,000	NZC Fund	\$139,786	\$0	\$10,214	\$10,214	The remaining budget is set aside for RMA and NPS-FM amendment work. We will be updating you at each meeting going forward and hope to be able to do this work in house.
NZC	165/3 plus \$20k	Wild life Act Position paper	Aug-23	\$80,000	NZC Fund	\$56,288	\$0	\$23,712	\$23,712	This work is on hold while we await direction from the new government on the Wildlife Act and Conservation Act review.
NZC	168/3	NPS FM	Apr-24	\$50,000	NZC Fund	\$0	\$0	\$50,000	\$50,000	
NZC	166/3	RMA training on NPS FM plus trainers	Nov-23	\$30,000	NZC Fund	\$0	\$0	\$30,000	\$30,000	We have carried out "case management" training with Sally Gepp which was also available to managers as well as the RMA team. We have scheduled evidence writing training for the RMA team on 13 November 2024.
Otago		Priority Consents	1-May-20	\$60,000	Otago Reserves	\$25,810	\$1	\$34,189	\$34,189	on going
Otago		RPS Land & Water - reserves	28-Aug-21	\$60,000	Otago Reserves	\$59,808		\$192	\$192	
Otago		Priority Plan Change	16-Feb-20	\$120,000	Otago Reserves	\$88,925	\$0	\$31,075	\$31,075	
Otago	169/1	Regional Policy Statement (RPS)	18-Jun-24	\$37,500	NZC Fund	\$1,595	\$0	\$35,905	\$35,905	Mediation in August
WGTN	139/2	GW Natural Resource Plan	24/11/2019	\$40,000	NZC Fund	\$36,109	\$0	\$3,891	\$3,891	Pre-hearing mediation completed. Consent orders processed. When process has concluded anticipate a modest unused residual will be returned to Regional RM Legal fund for reallocation.
WGTN	165/1	GW RC hearing Plan Change 1	18/08/2023	\$80,000	NZC Fund	\$68,559		\$11,441	\$11,441	Hearings (multiple streams) have concluded at end of April and adjourned. Planning and Legal expertise presented as required. Only a modest amount of additional planning and legal analysis required for completion when decisions are released. Anticipate a modest unused residual will be returned to Regional RM Legal fund for reallocation.
WGTN	139/3	Horizons One Plan Change 2	23/11/2019	\$38,000	NZC Fund	\$24,622	\$0	\$13,378	\$13,378	PC2 pre-Hearing mediation – technical, planning and legal advice required. Processed merged into progressing E Court Hearing. All allocated funds will be fully expended
WGTN	165/3	Horizons Plan Change	18/08/2023	\$120,000	Wellington Reserves	\$116,170	\$0	\$3,830	\$3,830	PC2 Hearing started in November 2023 – F&G’s expert technical and planning evidence prepared but not presented. Adjourned.
WGTN	167/1	Horizons Plan Change 2	21/12/2023	\$107,770	NZC Fund	\$71,649	\$0	\$36,121	\$36,121	PC2 Hearing continued in February 2024 – F&G’s planning evidence presented. Adjourned.
Southland		Southland Water & Land Plan appeal	23/Nov/18	\$84,000	Southland Reserves	\$193,026	\$0	-\$109,026	\$0	Completed. See s107 case above for outstanding matter that will go to high court.
Southland		Southland Water & Land Plan appeal - NZC meeting 147	21/Aug/20	\$55,000	NZC Fund	\$55,000	\$0	\$0	\$0	Transferred to SWALP
Southland		Southland Water & Land Plan appeal - NZC meeting 156	18/Feb/22	\$74,361	NZC Fund	\$74,361	\$0	\$0	\$0	Rule 78 Permitted Activitiy for weed and sediment. A working group is being established to advance development of 'new' rule structure to be notified through Plan Change Tuatahi – likely in late 2024 / early 2025. It has been decided to put the joint appeal on hold with a view to actively engaging with the working group. A work programme is currently being developed for the working group.
Southland	159/1	Waituna Lagoon application- NZC meeting 159	25/Aug/22	\$20,000	NZC Fund	\$14,432	\$0	\$5,568	\$5,568	Final invoices received in November 2023.

TOTAL ACROSS ORGANISATION										
				Live and Approved Applications		Spent to Date	Withdrawn	Under/Over Spent to date	Committed Funds	NZC Legal/RMA Fund 31/8/23
<b>Totals</b>									<b>\$722,276</b>	
<b>Less RMA out of Regions Reserves</b>									<b>\$134,287</b>	
<b>Total Committed from National Budget</b>									<b>\$587,990</b>	<b>\$768,016</b>

## Table 2: Available Funds in RMA/Legal

				RMA Fund	Regional Reserves
<b>Unallocated Funds for 21/22</b>				<b>145,640</b>	
<b>Budget for 2022/23</b>				<b>350,000</b>	
<b>Budget for 2023/24</b>				<b>440,000</b>	
<b>TOTAL TO Allocate since 2021</b>				<b>935,640</b>	
<b>Less NZC Approvals</b>					
Date	Meeting	Region	For	RMA Fund	Regional Reserves
Aug-22	159/1	Southland	Waituna Lagoon	20,000	
Nov-22	160/1	NZC	Legal Advice NPS FM	9,000	
Nov-22	160/2	NZC	Expert Support Natural & Built	65,148	
Nov-22	160/3	NZC	RMA Training	2,500	
Feb-23	161/1	NZC	RMA Practice Notes	53,450	
Apr-23	162/1	Akld Waikto	Waikato Healthy Rivers	100,000	
Apr-23	162/2	Nth Cant	Rakaia River WCO	180,000	
Aug-23	165/1	Wellington	Greater Well Regional Council	80,000	
Aug-23	165/2	Wellington	Horizons Plan Change	-	120,000
Aug-23	165/3	NZC	Wildlife Act	60,000	
<b>TOTAL Approved to 31/8/23</b>				<b>570,098</b>	<b>120,000</b>
<b>Approvals 2024</b>					
				RMA Fund	Regional Reserves
Nov-23	166/1	NZC	Additional RMA Practice Notes	35,000	
Nov-23	166/2	NZC	Ag Consultant input control practice	15,000	
Dec-23	167/1	Wellington	Horizons Plan Change	107,770	
Apr-24	168	NZC	Approval to Use of the NPS \$10,215		
Apr-24	168/1	Hawkes Bay	Tranch 2	30,000	
Apr-24	168/2	Hawkes Bay	Tranch 2 Reserves		65,000
Apr-24	168/3	NZC	RMA Reform and NPS - FM Amendm	50,000	
Jun-24	169/1	Otago & others Sth Island Cou	RPS	37,500	37,500
Jun-24	169/2	CSI/NC/Sthland High Court	Sect 107 Case (asked for 35K)	17,500	
<b>Total Approved 2024</b>				<b>292,770</b>	<b>102,500</b>
<b>Available for Funding via RMA</b>				<b>72,772</b>	

## Sports Fish and Game Management Plan Policy and Guidance

### NZC Meeting 170, Item 4.11

Prepared by: Helen Brosnan, Senior Policy Advisor, NZ Fish and Game Council

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#### ***Purpose***

To set NZC policy and guidance for best practice for community consultation and writing SFGMPs when regions are developing their Sports Fish and Game Management Plans.

#### ***Financial Considerations***

Nil       Budgetary provision       Unbudgeted

#### ***Risk***

Low       Medium       High       Extreme

#### **Ngā taunaki - Staff Recommendations**

NZC Staff recommend the following motion:

That NZC

1. Adopt the consultation, key elements, guide as NZC policy and the mana whenua engagement SFGMP work as guidance. These items are all attached in Appendix 1-4.

## Whakarāpopoto - Executive Summary

2. This paper introduces the proposed SFGMP guidelines and consultation guidance. This work will assist regions with their consultation and drafting processes associated with this piece of work.

## Takenga mai - Background

3. NZC obtained legal advice regarding our s4 obligations that set the scene for SFGMP until new legislation is introduced, and this was provided by Rachael Ennor and Elana Geddis in February 2023. NZC also received the “Mana Whenua Engagement Discussion on how Fish and Game can engage with Mana Whenua” by Dave Milner in August 2023. This document was also discussed at the staff conference in September 2023. This information has been used to provide guidance on our mana whenua engagement.
4. The review of the Governance of Fish and Game New Zealand and the Regional Fish and Game Councils prepared for the Minister of Conservation in February 2021 included the following recommendations:

*34. NZFGC should develop guidelines to guide a process for community input for FGCs to follow in developing management plans. At a minimum, there should be a requirement to demonstrate that the provisions of section 17 (L) (4) (b) have been complied with, i.e. that the impact on other natural resources and / or other users has been considered.*

*36. NZFGC should assure itself that the duty set out in s17m (2) (ii), which requires the FCG to ‘give notice of the draft management plan ... so far as is practicable, to representatives of the appropriate iwi authorities and to appropriate regional council and territorial authorities’ has been adequately discharged.*

A number of recommendations relating to mana whenua engagement is also included in our mana whenua engagement guidelines.

5. With the new Minister for Hunting and Fishing we want to continuously improve our processes and management plans. Fish and Game has seven expired SFGMP: Northland, Hawkes Bay, Taranaki, Wellington, Nelson/Marlborough, North Canterbury and Southland. The following SFGMP has not expired: West Coast, Auckland, Eastern (expires 2024), Central South Island, Otago (expires 2025). Therefore, guidance and policy for SFGMP writing will be relevant to many of our regions.
6. Where a SFGMP has expired, the Operational Work Plan for the region may be requested by the Minister.
7. The West Coast SFGMP was approved by the Minister for Hunting and Fishing on 21 June 2024. This document can be viewed on the Fish and Game website. Click on the About Us tab and then scroll down to the Sports

Fish and Game Management Plans. A letter from the Minister is attached in Appendix 5. The Minister has indicated that he expects subsequent management plans to comply with the attached policies and guidance.

8. Critical to this work is the across organisation trout spawning and trout habitat mapping project that is currently underway. It would also be useful to map our game bird habitat, especially when access information is mapped.

### **Kōrerorero – Discussion**

9. We initially introduced this item as a draft NZC guidance at the 21 September 2023 informal managers meeting. It is the NZC's function to provide policy and direction on species management work; therefore, either approach is consistent with NZC functions.
10. One manager suggested that the guidance should only cover the minimum that is prescribed in the Conservation Act. This approach has not been deemed an acceptable approach by DOC.
11. In relation to s4 of the Conservation Act and iwi engagement, complying with what is prescribed in this legislation would not discharge Fish and Game's obligations in relation to engagement with mana whenua. Case law that has been created since this legislation was enacted has meant that s4 is no longer the only consideration in consultation processes.
12. Initially, we prioritised the inclusion of the minimal elements to meet the requirements of the Conservation Act. However, after further consultation with DOC, habitat monitoring, policies and outcomes were added back into this draft guidance.
13. NZC was provided with this draft work at their April meeting, with the exception of the Mana Whenua engagement policy, which has now been included for the first time.

### **Ngā kōwhiringa - Options**

14. NZC may
  - a. Adopt the consultation, key elements and guide as policy and mana whenua consultation work as guidance.
  - b. Not adopt the above documents as policy/guidance and provide reasons.

## **Whai whakaaro ki ngā whakataunga - Considerations for decision-making**

### ***Financial Implications***

15. Some regions may need to budget for writing SFGMP if they do not have staff in-house to do this. The development of Operational Work Plans is an annual requirement, so will be developed as part of existing budgets.

### ***Legislative Implications***

16. Nil at this stage, but future Conservation Act and Wildlife Act reform could involve a change to the organisation, governance and cross organisation teams.

### ***Section 4 Treaty Responsibilities***

17. This item has section 4 implications, especially the consultation and mana whenua engagement work.

### ***Policy Implications***

18. This specific item is also relevant to the Wildlife Act review as it shows what future aspirations we have for working with other organisations and managing species.
19. A critical part of future SFGMP will be the identification of spawning sites and the mapping of Trout and Salmon habitats.

### ***Risks and mitigations***

Nil

### ***Consultation***

20. Managers were generally wanting SFGMP to be briefer and adhere to the minimum requirements of the Conservation Act. Managers were also concerned about incorporating spawning sites as part of the SFGMP as this was seen not to have the flexibility needed to update records and mapping. It was suggested that holding this information in a national database would be better than in a plan that required public consultation and that only got updated once every ten years.

At the April managers' meeting, it was recommended that this body of work go to the RMA team for further comments.

At the 1 August 2024 Managers meeting, the following was discussed:

- A. Amendments to the consultation guidance so that NZC and other regions are consulted in the first steps of the process rather than before public notification. Removal of internal consultation step preceding public notification. These amendments have been incorporated into the attached version.



- B. Support for the four items to be adopted as guidance only, as per recommendation in the ministerial review.
  - C. Managers have suggested utilising cross region staff resources for writing management plans.
  - D. Managers have noted that the consultation processes can end up being the time-consuming and costly part of the process rather than the drafting of the management plan.
  - E. Managers note that the guidance cannot be adopted as NZC policy as some of the work relates to best practice, which is more onerous than what the Conservation Act 1987 requires.
  - F. Managers suggested asking the Minister for advice from iwi advisory forums on what they want to see in these plans to provide cost savings to licence holders.
21. DOC has been consulted regarding the draft guidelines and key elements. NZC staff were looking to develop SFGMP containing only the mandatory elements listed in the Conservation Act. Still, DOC wasn't happy with this approach, so additional items that they thought were necessary have been added back in e.g. policies, outcomes and monitoring of species.
22. Managers wanted the RMA team to review the draft documents, which were carried out in June 2024. They specifically recommended that the mana whenua engagement work was to remain as guidance at this stage rather than being adopted as a policy. Other minor wording changes have also been considered.

### **Ngā mahinga e whai ake nei - Next actions**

If the work is adopted, advise staff of the new guidance.

### Appendix

1. SFGMP consultation guidance
2. Key Elements of a SFGMP
3. SFGMP Guide
4. Mana whenua engagement for SFGMP
5. Letter from Minister for Hunting and Fishing regarding the approval of the West Coast SFGMP

## **SFGMP Consultation Guidelines**

The development of a Sports Fish and Game Management Plan (SFGMP) is carried out under the Conservation Act 1987, in accordance with the Conservation Management Strategy and Conservation General Policy. The following guidelines provides a number of steps relating to consultation for developing new SFGMP.

In addition to this guideline, we are developing a mana whenua engagement guideline and have developed SFGMP key elements & guidance.

This consultation guideline is designed specifically to provide a good practice process to assist with developing SFGMP rather than general public consultation.

### **Step 1 Engage with mana whenua**

Each region is responsible for the development of relationships with key mana whenua with interests in the Fish and Game region. Discussions with mana whenua could include the extent to which they want to be included in the process and what issues are key to them. Supplementary guidance for mana whenua engagement is provided in Draft Fish and Game Mana Whenua engagement guidelines.

Consultation should be consistent with the mana whenua engagement advice provided (Kahu Environmental August 2023) and legal advice “Giving Effect to Treaty Principles, advice on the application of s4 of the Conservation Act 1987” (Rachel Ennor and Elana Geddis Feb 2023).

### **Step 2 Discussion with key stakeholders**

Regions should seek input from the following organisations prior to drafting:

- Department of Conservation and Conservation Board
- Regional council / district council
- herengaanuku (walking access NZ)
- Game Animal Council
- Other bordering fish and game councils
- NZC
- Licence holders

The focus on this round of consultation is to ask who wants to be involved in the build and to discuss what values everyone would expect to see.

Early discussions may also start conversations about key issues.

### **Step 3 Drafting**

This step ideally commences after a number of meetings with key stakeholders and ideally collaborative drafting is undertaken where possible. Section 17L of the Conservation Act prescribes minimum requirements of a SFGMP. Our Key Elements and Guide document also covers what SFGMP should contain.

**17L Sports fish and game management plans**

- (1) The purpose of a sports fish and game management plan is to establish objectives for the management of sports fish and game, or both, within any region or part of any region.
- (2) Each Fish and Game Council shall prepare for approval by the Minister such sports fish and game management plans as are necessary for the management of sports fish and game within its area of jurisdiction.
- (3) Nothing in any sports fish and game management plan shall derogate from—
  - (a) any provision in this Act or any other Act; or
  - (b) any policy approved under this Act or any other Act in respect of the area to which the plan relates, or any part of that area; or
  - (c) any provision in any conservation management strategy or conservation management plan or freshwater fisheries management plan.
- (4) When preparing a draft sports fish and game management plan, the Fish and Game Council shall—
  - (a) have regard to the sustainability of sports fish and game in the area to which the plan relates; and
  - (b) have regard to the impact that the management proposed in the draft is likely to have on other natural resources and other users of the habitat concerned; and
  - (c) include such provisions as may be necessary to maximise recreational opportunities for hunters and anglers.

Section 17L: inserted, on 10 April 1990, by [section 13\(1\)](#) of the Conservation Law Reform Act 1990 (1990 No 31).

**Step 4 Adoption of draft SFGMP for consultation and provide draft SFGMP to NZC****Step 5 Statutory Consultation process 40 working days**

Formal consultation of draft must adhere to section 17M of the Conservation Act. This includes a notice of the draft plan in newspapers and notice of the draft plan to the director general (which is delegated to the local DOC office). Notice of the draft plan should also go to iwi authorities and regional councils or territorial authorities. The fish and game council may give further notice of the draft plan as the Fish and Game Council thinks fit.

**Step 6 End of submission period and summary of submissions**

Hearings can be carried out by a sub-committee of the region.

Significant changes may require a second consultation period of 40 days

**Step 7 Final draft SFGMP must be adopted by the regional F & G council****Step 8 Provide copy of SFGMP to NZC along with summary of submissions<sup>1</sup>**

Section 26C Functions of New Zealand Fish and Game Council include (k) to perform such other sports fish and game functions as the Minister may require. The minister will usually request comments from NZC regarding the SFGMP.

**Step 9 Region to provide SFGMP to the Minister of Conservation**

Region to provide Draft SFGMP with outcome of consultation to go to the minister of conservation.

**Step 10 The Minister of Conservation can request changes or approve the SFGMP****Step 11 Approval**

Once the SFGMP is approved, circulate to those who participated in the process, NZC and other regions for information. The approved plan should also be added to the F&G web page so the public can easily obtain a copy of the SFGMP.

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<sup>1</sup> It is also a good idea to include a record of all consultation that you carried out even if this has not resulted in formal comments or submissions.

## DRAFT ELEMENTS

### Sports Fish and Game Management Plans

#### Giving Effect to the Principles of Te Tiriti o Waitangi

- Engagement with mana whenua must happen before F&G Councils start drafting SFGMPs to allow mana whenua interests and aspirations to be actively taken into account during the planning and drafting process. This should be undertaken in accordance with the F&G Guide for Engaging with Mana Whenua. *[Under development]*
- The structure and content of SFGMPs will therefore be determined as part of engaging with mana whenua.
- It will be important to comply with and refer to relevant Treaty Legislation and have regard to iwi planning documents.
- Examples of issues that have arisen in the past include:
  - Intrinsic value of waterways vs utility for fishing and hunting
  - Customary use of indigenous species
  - Māori Rights to non-indigenous species
  - Predation of indigenous species by sports fish
  - Prosecution of Māori for hunting or fishing without licences
  - Concessionary licences for Māori to fish and hunt introduced species
- Note that some issues raised may be beyond the scope of a SFGMP. Discussing the issues however, will likely be important to mana whenua, and F&G may want to consider other avenues to address any matters raised.

#### Approval Page

- This section confirms the SFGMP has been approved by the Minister.

[See Appendix One: Example of an Approval Page.](#)

#### Contents Page

#### Introduction

- Consider the following elements for an Introduction:
  - Role of F&G – opportunity to tell F&G's story
  - Vision for the region
  - Legislative Context
  - Consistency with law and relevant planning documents
- Key questions to consider:
  - Does this information help achieve one or more of the purposes of the SFGMP?

#### State of the Environment – Species, Habitats and Threats

## Draft Internal Working Document – January 2024

- Consider including a section on the state of the environment, covering the sports fish and game bird resource, habitat values, as well as threats to those values.
- Consider including maps of sports fish and game habitat and spawning areas.
- Consider identifying significant fishing values of waterways, including for outstanding waterways consistent with resource management legislation. Also identify resource by locally, regionally and nationally significant.
- Make explicit links to objectives and policies and significant values of waterways
- Key questions to ask:
  - Is there a link to between significant values of waterways and the objectives and policies?
  - Is the description of the state of the environment based on evidence, including mātauranga Māori and science?
  - How will the description assist in resource management and conservation advocacy?

### Community Engagement

- Consider including issues, objectives and policies that relate to how F&G engages with diverse members of the community.
- Include licence holders, iwi, DOC, local councils, conservation boards, private landowners, New Zealand Walking Access Commission/Ara Hīkoi Aotearoa.

### Sustainability of Sports Fish and Game Bird Populations

- Include issues, objectives and policies that will help F&G manage sports fish and game bird populations.
- Consider addressing the following matters, amongst others:
  - Data requirements
  - Appropriate angling and hunting conditions
  - Planned release/s
  - Degraded fisheries or game bird resources requiring restoration
- Including issues, objectives and policies on monitoring that:
  - Provide direction for monitoring priorities for operational workplans
  - Implement national species monitoring programmes and Standard Operating Procedures (if any).
- Consider what impacts F&G management decisions could have on other natural resources and other users of the habitat concerned, including in relation to:
  - Risks to aviation safety from game birds
  - Impacts on crops from game birds

[See Appendix Two: Example of issues, objective and policies for Sustainability of Sports Fish and Game Birds Populations](#)

### Habitat Protection

- Include issues, objectives and policies that address habitat protection.
- Consider including issues, objectives and policies that address the following matters:
  - Priority outcomes for resource management and conservation advocacy to influence planning documents
  - Climate change impacts on habitat values

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- Degraded wetlands requiring restoration.
- Consider what impacts F&G management decisions could have on other natural resources and other users of the habitat concerned, including in relation to:
  - Interactions between sports fish and indigenous fish
  - Fish passage and impacts on indigenous fish

[See Appendix Three: Example of issues, objective and policies for habitat protection](#)

### Recreational Opportunities for Hunters and Anglers

- Include issues, objectives and policies that address the following:
  - Protecting and improving access to recreational opportunities
  - Maintaining and improving awareness of existing recreational opportunities for hunters and anglers
  - Guiding
  - Ethical behaviour of anglers and hunters
  - Equitable access to the resource for all licence holders
- Consider including issues, objectives and policies that address how F&G involves licence holders in decision-making.
- Consider what impacts F&G management decisions could have on other natural resources and other users of the habitat concerned.

### Compliance

- Consider including issues, objectives and policies on compliance.
- Key issues to consider:
  - Training for F&G rangers
  - Monitoring requirements to assist compliance activity. Monitoring is key to the work we do so we can set bag limits and know when there are adverse changes to bird and fish populations. A Standard Operating Procedure is currently been developed to set a framework for monitoring work. We would expect to see the following monitoring work as a minimum:
    - Annual long running game bird counts and banding.
    - Water quality monitoring, investigations to fish passage obstructions, drift diving / electric fishing population monitoring, trout spawning surveys, gravel maintenance to enhance spawning where applicable, sports fish tagging programme, participate in fish screen working party / advocacy where applicable,

### Plan Implementation and Review

- Consider including a section describing how the plan will be implemented and reviewed.
- Key questions to consider:
  - Is making links to the Operational Work Plan helpful?
  - Would identifying targets and timeframes be helpful?

### General

- Engagement with mana whenua and stakeholders will identify additional elements.
- Be brief, don't repeat issues.
- Think high level, 10 year-horizon.

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### Appendix One – Template for Approval

#### APPROVAL

The purpose of this sports fish and game management plan is to establish objectives for the management of sports fish and game within the **[Name]** Region as per section 17L(1) of the Conservation Act 1987 (the Act).

This sports fish and game management plan was prepared by the **[Name]** Fish and Game Council in accordance with sections 17L(2), 17M, and 26Q(1)(e)(iii) of the Act.

This plan was approved by **[Name]**, Minister of Conservation, under sections 17M(2)(g) and 26A(1)(a) of the Act.

..... / ..... / .....  
**Minister of Conservation**

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## Appendix Two: Example of Issues, Objective and Policies for Sustainability of the Resource

### Issues:

*[Issue defined as: problem requiring action]*

There is an ongoing need for information on sports fish and game populations dynamics and factors affecting their abundance, including harvest, to develop appropriate management responses. There are growing concerns that the sea-run salmon fishery and the sea-run trout fishery are in decline, as there are fewer fish returning to sustain the population.

Sports fish and game bird populations can also impact other users of the resource, including potential risks to aviation safety and impacts on crops.

### Objective:

*[Objective defined as: what F&G would like to achieve to resolve an issue]*

Achieve sustainability of sports fish and game bird species through management, and support anglers and hunters enjoying a sustainable and highly valued recreational experience.

### Policies:

*[Policy defined as: action to achieve the objective:*

1. Maintain information in an up-to-date database detailing sports fish species, population monitoring, trends and harvest.
2. Draft angling and hunting conditions and recommendations that:
  - a) Manage angler and hunter harvest at sustainable levels
  - b) Are based on the best available information
  - c) Adopt a precautionary management approach in the absence of reliable information
3. Undertake the following in relation to the sea-run salmon fishery and the sea-run trout fishery:
  - a) Identify highly-valued areas
  - b) Monitor the resource to determine whether it is in decline
  - c) If resource is declining, investigate factors contributing to the decline
  - d) Consider management options to improve the fishery
4. Prioritise sports fish and game bird species management activities through:
  - a) Population trend monitoring
  - b) Angler and hunter harvest and surveys
  - c) Identification of species management threats and opportunities assessments of the effectiveness of species management activities.
5. Stock fish stocks through the planned release of species, only in waterbodies where:
  - a) sports fish species are already present
  - b) they will not have significant adverse effects on indigenous species
  - c) habitat is deemed suitable, and/or
  - d) limitations on natural spawning and/or rearing habitat limit adult sports fish populations below their carrying capacity.



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6. Recognise the potential risks to aviation from game birds in the vicinity of airports and work with airport managers and hunters to provide for aviation safety, whilst protecting established game bird populations.
7. Assist landholders where there is a conflict between game birds and agricultural production to minimise impacts.
8. Improve the skills of hunters in hunting for individual game species with potential to cause adverse impacts.

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## Appendix Three: Example of Issues, Objective and Policies for Habitat Protection

### Issues:

*[Issue defined as: problem requiring action]*

Almost half of the country's lakes are in poor health, vast lengths of our rivers are adversely impacted by nitrogen and phosphorous inputs, with almost a fifth severely degraded by nutrient pollution. Overallocation of water in rivers is causing the ecology in the rivers to decline and degrading the habitats of sports fish and game birds. Major impacts result from:

- Intensification of land use including forestry, dairying, mining (including gravel extraction) and urban development
- Nutrient and sediment discharges to waterways and non-point source pollution
- Flood control works in rivers and streams
- Wetland drainage and modification of wetland vegetation
- Damming of rivers and lakes
- Development of rivers for the generation of hydroelectricity or alteration of flows through irrigation
- Introduction of unwanted organisms such as didymo (*Didymosphenia geminata*) and other aquatic pests.
- Mining or gravel extraction
- Climate change

Advocacy is an essential management tool, because other statutory bodies are responsible for the control and management of water and land resources.

### Objective:

*[Objective defined as: what F&G would like to achieve to resolve an issue]*

Legislation, policy and plans enable the quality, water levels and natural characteristics of rivers, lakes and wetlands to support natural ecosystems and productive and diverse fish and game bird populations.

### Policies:

*[Policy defined as: action to achieve the objective]*

1. Advocate in legislative and policy development, resource management and conservation statutory processes, and community-based processes, for the protection, maintenance and enhancement of the quality and extent of sports fish and game bird habitats, including for the following:
  - a) Water quality standards and flow regimes in plans that reflect the requirements of healthy and productive sports fish and game populations and the different stages in their life cycles.
  - b) Identification and protection of sports fishing values of waterways in Freshwater Management Units in regional plans, including significant values in outstanding water bodies.
  - c) Eradicating or effectively managing the risks posed by pests and diseases to sports fish and game bird habitats.
  - a) Wetlands are identified, maintained, improved and restored, in terms of quality, diversity and species productivity and the overall area of wetlands is increased, underpinned by the regional focus on protection of regionally significant and other smaller wetlands.
  - b) A holistic assessment of the catchment's ecosystem values and needs.
  - c) Effects of climate change are considered in decision-making.
  - d) Water conservation orders.

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2. Press for appropriate action by agencies directly responsible where non-compliance with resource management, conservation, or other laws, and plans and policies written under these laws is detected.
3. Assess and monitor the condition and trend of sports fish and game bird habitat in the region, prioritising habitat with resource and use issues, consistent with a national monitoring approach.

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## Appendix Four: Example of Issues, Objective and Policies for Access

### Issues:

*[Issue defined as: problem requiring action]*

Access to sports fish and game bird hunting opportunities is a significant factor limiting participation. Much of the sports fish and game bird resource is on private land, or only accessible by crossing private land. Restricted or preferential access arrangements across private land can result in 'exclusive capture' of fishing and hunting and reduces overall opportunities to licence holders. Having the correct legal and physical works in place is crucial to providing access to angling and game bird hunting areas.

### Objective:

*[Objective defined as: what F&G would like to achieve to resolve an issue]*

Maintenance and improvement of public access to a wide range of sports fishing and game bird hunting opportunities within the region.

### Policies:

*[Policy defined as: action to achieve the objective]*

1. To advocate and negotiate for the protection and creation of access on public and private lands to and along rivers, lakes and wetlands and to upland game hunting areas.
2. Work with landowners and other agencies to promote access to angling and game bird habitats.
3. Continue communication and advocacy work to raise the awareness of angling and game bird habitats both for recreation, food gathering and amenity.
4. Work with landowners and other agencies when access is closed (which was previously provided for) to see if alternative access can be established and or issues can be resolved.
5. Work with landowners to minimise the problem of "exclusive capture" which is the restriction on access to fishing and hunting opportunities through restricted or paid access across private property.
6. Work with the Walking Access Commission to utilise mapping resource and work with them to create new legal and physical public access.
7. Work towards developing online mapping showing legal and physical access to fishing and hunting areas.
8. Identify Treaty of Waitangi settlements that have resulted in loss of Crown and Forest lands that have previously been available for public access. Initiate discussions with a view to securing ongoing access.

## Guide to Drafting Sports Fish and Game Management Plans

### Introduction

1. The guidance document identifies statutory requirements for Sports Fish and Game Management Plans (SFGMPs) and identifies additional optional elements that could be included to help achieve the purpose of SFGMPs.
2. At the outset, F&G Councils will need to engage early with mana whenua<sup>1</sup> at the beginning of the process of preparing SFGMPs in order to give effect to the principles of the Treaty of Waitangi.<sup>2</sup> Accordingly, this Guide does not pre-determine specific content or format that would necessarily meet Mana Whenua aspirations. This will need to be determined after genuine engagement with mana whenua and as set out in the Mana Whenua engagement guidelines consultation should commence with a blank page, rather than with a drafted document.
3. This document should be read in conjunction with the document, "Draft Elements – Sports Fish & Game Management Plans" that sets out key elements to consider including in SFGMP based on this guidance.
4. This guidance document is structured as follows:
  - a) Context
  - b) Te Tiriti o Waitangi
  - c) Purpose of SFGMPs
  - d) Statutory requirements of SFGMPs
  - e) Optional elements to consider including in SFGMPs.

### Context

5. In considering what elements to recommend for inclusion in a Guide to Drafting SFGMPs, I have reviewed the SFGMPs for CSI 2022-2032, West Coast (draft), Auckland Waikato 2021-2031, and Otago 2015-2025.
6. I have also considered the Review of the Governance of Fish and Game New Zealand and the Regional Fish and Game Councils prepared for the Minister of Conservation, Engaging with Mana Whenua, A Discussion Document Exploring Best Practice For Fish & Game.
7. Based on reviewing those documents, the legislative requirements and discussions with F&G planning staff, key context is set out below.

#### *Public process for developing SFGMPs*

8. The process for developing SFGMPs is set out in s 17M of the Conservation Act 1987. Key elements include the requirement to publicly notify draft SFGMPs, provide copies to iwi authorities and local authorities, and invite written submissions. F&G Councils must give full consideration to submissions and provide opportunities for any person to appear before F&G Council representatives to be heard in support of their submission.
9. The F&G Council must send the draft SFGMP, a summary of submissions received, and of public opinion made known about the draft SFGMP to the Minister of Conservation. The F&G Council must also send the Minister a written statement of any matters of content on which the Director-General of Conservation and the F&G Council are unable to agree.

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<sup>1</sup> Te Aka Māori Dictionary: "(noun) territorial rights, power from the land, authority over land or territory, jurisdiction over land or territory - power associated with possession and occupation of tribal land. The tribe's history and legends are based in the lands they have occupied over generations and the land provides the sustenance for the people and to provide hospitality for guests." Section 2 Conservation Act 1987 states "Manawhenua means customary authority exercised by an iwi or hapu or individual in an identified area".  
<sup>2</sup> Section 4 of the Conservation Act states that "This Act shall so be interpreted and administered as to give effect to the principles of the Treaty of Waitangi."

10. In addition to the specific steps outlined in the legislation, F&G is developing guidelines for engaging with mana whenua and stakeholders.

#### *Ministerial approval*

11. The Minister must approve a draft SFGMP or send it back to the F&C Council for further consideration before approving it.<sup>3</sup> There is no legislative requirement to make any changes sought by the Minister.<sup>4</sup> The F&G Council will however, need to demonstrate that they have properly considered any comments or recommendations from the Minister before re-submitting the SFGMP for approval. If the F&G Council does not make any changes sought by the Minister, this may lead to the Minister declining to approve the SFGMP.<sup>5</sup>

#### *10-year timeframe*

12. The Conservation Act requires F&G Councils to review SFGMPs no later than 10 years after the date of approval.<sup>6</sup> It can take 1-3 years from initial engagement to final approval of a SFGMP. The time taken to prepare a SFGMP can mean that issues become outdated by the time the SFGMP is approved. While the SFGMP, or part of the SFGMP can be reviewed more frequently than 10 years,<sup>7</sup> the same process for developing a SFGMP applies to any review.

**Commented [NP1]:** Perhaps helpful to state that 'review' is defined as including both the consideration of objectives and policies and to approve a new plan. At least, that's my interpretation. So, we'd need to have the new plan approved within 10 years to be on time.

#### *Implementation of SFGMPs*

13. While there is no explicit provision in the Conservation Act requiring F&G Councils to comply with SFGMPs, it is implied from the provisions governing SFGMPs that F&G Councils will exercise their functions in accordance with SFGMPs. The Ministerial Review recommended however, that the Minister should have the power to require adherence to an approved SFGMP.
14. New Zealand Fish and Game have adopted an Organisational Strategy, and in accordance with that each region should have a SFGMP. F&G Councils are required to prepare operational work plans annually. If there is no approved SFGMP for the region, the OWPs require Ministerial approval. The Minister can amend OWPs.

#### *Users of SFGMPs*

15. F&G operational teams appear to be the primary users of the SFGMPs, although it is unclear how often SFGMPs are referred to and how they impact F&G Councils' day-to-day work. For some regions, the SFGMP may not serve any purpose beyond meeting the statutory requirement to prepare them. Some F&G Councils use SFGMPs' schedules of significant waterbodies to determine whether a F&G Council is an affected party in relation to applications for resource consent. Many of the SFGMPs I reviewed are lengthy. For example, the CSI SFGMP (approved in 2022) is 78 pages, which can impact on its usability.

Key stakeholders need to state their values and work out where they align and where they don't. SFGMP can be useful for regional council to "have regard to" in Resource Management processes. SFGMP can also be useful for DOC work as it confirms where valued introduced species are located.

## **Purposes of Sports Fish and Game Management Plans**

<sup>3</sup> Section 17M(2)(g) of the Conservation Act states: "the Minister shall approve the draft or send it back to the Fish and Game Council for further consideration before approving it."

<sup>4</sup> The Ministerial Review recommended that the Minister's powers be expanded to include a mandatory power of direction for an addition or amendment to a draft SFGMP. Recommendation 2, page 10, Ministerial Review.

<sup>5</sup> The Department of Conservation (DOC) considers that the Minister of Conservation may exercise the power under s 17M(2)(g) to send a draft SFGMP back to a F&G Council for further consideration more than once. DOC considers that this is in line with the general principle of statutory interpretation that a power conferred by legislation may be exercised more than once (see s 51 of the Legislation Act 2019). If a F&G Council sends a SFGMP to the Minister, and the Minister uses their power under s 17M(2)(g) to send the draft back to the F&G Council for further consideration, when the F&G Council sends a revised draft SFGMP to the Minister, the Minister may approve the draft or send it back to the F&G Council for further consideration.

<sup>6</sup> Section 17M(5)(b) of the Conservation Act.

<sup>7</sup> Section 17M(5)(a) of the Conservation Act.

*Legal requirements*

16. F&G Councils are required under s 17L of the Conservation Act to prepare such SFGMPs as are necessary for the management of sports fish and game in their region.

*Guide operational work plans*

17. F&G Councils are required to prepare OWPs annually.<sup>8</sup> While there is no explicit legal requirement for an OWP to be consistent with a SFGMP, if there is no SFGMP, then the OWP requires approval from the Minister of Conservation.<sup>9</sup>

*Engagement with licence holders*

18. SFGMPs provide an opportunity to connect with licence holders and reflect their interests and aspirations relating to managing sports fish and game birds.

*Engagement with mana whenua*

19. SFGMPs provide an opportunity to engage with mana whenua on their rights, interests and aspirations in relation to managing sports fish and game birds. Refer also to the SFGMP Consultation Guidelines and Draft Fish and Game Mana Whenua engagement guidelines.

*Planning tool to assist F&G Councils meet functions*

20. SFGMPs could be used to guide F&G work to meet their statutory functions and help prioritise work programmes.

*Transparency*

21. As set out in the context, SFGMPs must go through a public process before approved by the Minister. This provides for transparency in terms of how F&G Councils exercise their statutory functions.

*Influence conservation planning documents*

22. Under the Conservation Act, the Director-General of Conservation must consider SFGMPs in developing freshwater fisheries management plans<sup>10</sup> and conservation management plans.<sup>11</sup> It is important that SFGMPs include provisions covering how sports fish and game birds are managed in conservation areas, to ensure that F&G's interests will be properly taken into account on conservation planning documents.

*Identification of spawning areas*

23. It is an offence to carry out an activity that disturbs or is reasonably likely to disturb a declared spawning area of sports fish, unless authorised by the Director-General of Conservation.<sup>12</sup> The Director-General may declare areas to be spawning areas on the recommendation of the New Zealand Fish and Game Council in relation to sports fish.<sup>13</sup> While it is not uncommon to disturb sports fish spawning areas, and prosecutions are not brought, identifying spawning areas in SFGMPs that are important to F&G will lay the foundation for better protection.

*Influence resource management planning documents*

24. Advocating for the protection of sports fish and game bird habitats in resource management processes is one of F&G most effective tools.<sup>14</sup> In addition to making submissions on plans and resource consents, F&G Councils can influence planning documents through SFGMPs as decision-makers must consider SFGMPs in preparing or changing policy statements and

<sup>8</sup> Section 26Q(3)(a) of the Conservation Act.

<sup>9</sup> Section 26Q(3)(e) of the Conservation Act.

<sup>10</sup> Note that there are currently no freshwater fisheries management plans.

<sup>11</sup> Sections 17J and 17E(9) of the Conservation Act. SFGMPs may also be a mandatory consideration when developing Conservation Management Strategies under s.17D(8).

<sup>12</sup> Section 26ZJ of the Conservation Act.

<sup>13</sup> Section 26ZJA(2) of the Conservation Act.

<sup>14</sup> F&G Councils have a statutory function to advocate the interests of the Council, including its interests in habitats. See s 26Q(e)(vii) of the Conservation Act.

plans under the RMA.<sup>15</sup> Key areas are set out below in relation to the National Policy Statement for Freshwater Management 2020 (NPS-FM):

- a) When developing fish passage provisions regional councils must take into account any SFGMPs approved by the Minister.<sup>16</sup>
- b) Fishing is relevant to compulsory value human contact and fishing is an optional value for Freshwater Management Units, requiring the identification of an environmental outcome.<sup>17</sup>
- c) The fishing value of a waterway can be used to identify outstanding water bodies.
- d) Regional councils must identify and map natural wetlands in their region.<sup>18</sup>

25. Where SFGMPs identify values consistent with the framework in the NPS-FM, it will provide a strong basis to advocate for the protection of those values. Conversely, if the SFGMP does not align with the statutory requirements or identify areas requiring protection for their fishing values, it may undermine subsequent submissions on planning documents or resource consents.

### Statutory Requirements for Sports Fish and Game Management Plans

26. This section outlines the statutory requirements of SFGMPs.

#### Giving effect to Treaty Principles

27. To meet the requirements of s 4 of the Conservation Act, F&G Councils must take account of, and give weight to, Treaty rights and interests alongside its statutory responsibilities to manage, maintain and enhance the sports fish and game resources in the interests of anglers and hunters.
28. In relation to developing SFGMPs, the legislative requirements in relation to iwi (summarised above) do not represent the principles of Te Tiriti o Waitangi.<sup>19</sup> F&G Councils need to develop ways to engage with mana whenua as partners, rather than stakeholders in developing SFGMPs. Kāhu Environmental advise F&G should assess ways to involve mana whenua in the development of SFGMPs, and in particular to start by asking mana whenua about what role they should have in the process. Initial conversations should explore common objectives e.g. habitat/wetland restoration, water quality and freshwater management.
29. This engagement needs to happen before F&G Councils start drafting SFGMPs to allow iwi/hapū interests and aspirations to be actively taken into account during the planning process.
30. The Ministerial Review also recommended that F&G NZ develop, in collaboration with Māori, a national policy on consultation and engagement with Māori and a standing advisory panel on Treaty issues and engagement with Māori. Engagement with mana whenua should utilise those resources when available.
31. F&G Councils must do the background mahi before engaging with mana whenua. This includes being familiar with relevant Treaty Settlement Acts, Waitangi Tribunal Reports, iwi management plans, environmental management plans, statutory acknowledgements and sites of significance to iwi in the region. Reference to relevant Treaty Settlement Act is particularly important, as many include specific obligations in relation to SFGMPs.
32. F&G Councils should also be familiar with key issues likely to be raised by iwi in relation to managing sports fish and game and Treaty interests, and have an open mind when

<sup>15</sup> Sections 74(2)(b)(i), 61(2)(a)(i), 66(2)(c)(i). Note there are the same requirements under the Natural and Built Environment Act (NBA) in relation to natural and built environment plans (s 174(2)(d)). The incoming National government policy is to repeal the NBA.

<sup>16</sup> Clause 3.26(3)(a) of the NPS-FM.

<sup>17</sup> Appendices 1A and 1B of the NPS-FM.

<sup>18</sup> Clause 3.22 of the NPS-FM.

<sup>19</sup> Kāhu Environmental Engaging with Mana Whenua, A Discussion Document Exploring Best Practice For Fish & Game



discussing those issues with mana whenua in terms of possible ways to provide for those interests. Potential issues include:<sup>20</sup>

- a) Intrinsic value of waterways vs utility for fishing and hunting
- b) Customary use of indigenous species
- c) Māori Rights to non-indigenous species
- d) Predation of indigenous species by sports fish
- e) Prosecution of Māori for hunting or fishing without licences
- f) Concessionary licences for Māori to fish and hunt introduced species

33. Note that some of these issues may be beyond the scope of a SFGMP. Discussing the issues however, will likely be important to mana whenua, and F&G Councils may want to consider other avenues to address matters raised in discussion with mana whenua if possible.

#### Issues, Objectives and Policies

34. SFGMPs must include objectives for the management of sports fish and game birds, within any region or part of any region.<sup>21</sup> In the SFGMPs that I reviewed, issues, outcomes and objectives and policies were all included to help guide F&G Council actions. Current SFGMP however contained considerable overlap in content between issues, outcomes, objectives and policies. There needs to be a clear link between the issues, objectives and policies.

#### 35. Guidance:

- a) Consider including, issues, objectives and policies that all directly relate to each other, using the following definitions:
  - i. **Issue: problem requiring action**  
*e.g. Issue for Sustainability of the Resource: There are growing concerns that the sea-run salmon fishery and the sea-run trout fishery are in decline, as there are fewer fish returning to sustain the population.*
  - ii. **Objective: what F&G Council would like to achieve to resolve an issue**  
*e.g. Achieve sustainability of sea-run salmon fishery and the sea-run trout fishery through management, and support anglers and hunters enjoying a sustainable and highly valued recreational experience.*
  - iii. **Policy: action to achieve the objective**  
*e.g. Policies for Sustainability of the Resource: Undertake the following actions in relation to the sea-run salmon fishery and the sea-run trout fishery:*
    - Monitor the resource to determine whether it is in decline;
    - If resource is declining, investigate factors contributing to the decline; and
    - Consider management options to improve the fishery and or game resource.
- b) When considering objectives and policies to include in SFGMPs, consider the long-term (i.e. 10 years) vision for the region, to avoid the SFGMP becoming outdated too quickly.

#### Consistency with Legislation

36. SFGMPs must not derogate from the Conservation Act or any other Act.<sup>22</sup> As noted above, there are a number of Treaty Settlement Acts that confer specific obligations on F&G Councils, including in relation to developing SFGMPs.

<sup>20</sup> Ministerial Review

<sup>21</sup> Section 17L(1) of the Conservation Act provides that "purpose of a sports fish and game management plan is to establish objectives for the management of sports fish and game, or both, within any region or part of any region."

<sup>22</sup> Section 17L(3)(a) of the Conservation Act.

**37. Guidance:**

- a) *Ensure all applicable references to Treaty Settlement Acts are included in SFGMPs.*
- b) *Engage with mana whenua on the provisions referencing Treaty Settlements.*

**Conservation Policy**

38. SFGMPs cannot derogate from policy approved under the Conservation Act or any other Act in respect of the area to which the plan relates, or part of that area.<sup>23</sup>

**39. Guidance:**

- a) *Consider all relevant policies in the CGP; and*
- b) *Include a clear statement in SFGMPs that it is consistent with the CGP.*

**Conservation statutory planning documents**

40. SFGMPs cannot derogate from any provision in any conservation management strategy or conservation management plan or freshwater fisheries management plan.<sup>24</sup>

**41. Guidance:**

- a) *Review conservation management strategies and conservation management plans applicable to your region when drafting SFGMPs.*
- b) *Include a clear statement in the SFGMP that it is consistent with applicable conservation statutory planning documents.*

**Sustainability of sports fish and game**

42. When preparing a draft SFGMP, F&G Councils must have regard to the sustainability of sports fish and game in the area to which the plan relates.<sup>25</sup> Existing SFGMPs generally include a separate section on the sustainability of sports fish and game birds that sets out objectives and policies. This approach is useful.

43. The content of this section, (i.e. issues/objectives/policies) will be driven by engagement with mana whenua, views of stakeholders and the local situation. There are however, some issues that are likely to be relevant across the country. For example, monitoring the sports fish and game bird resource to understand the state of the resource is an issue relevant to all regions.

**44. Guidance:**

- a) *Consider the following matters when considering issues, objectives and policies to include in a SFGMP in relation to the sustainability of the resource:*
  - i. *Ensure appropriate angling and hunting conditions in Anglers Notice and Open Season for Game Notice to ensure the sustainability of the resource*
  - ii. *Planned releases of sports fish consistent with the CGP*
  - iii. *Potential areas of high use requiring more intense management*
  - iv. *Degraded fisheries and game bird populations requiring restoration*
  - v. *Risks and opportunities from fishing competitions and organised culls*
  - vi. *Airspace, e.g. wind turbines and bird strike*
- b) *Consider including issues, objectives and policies on monitoring that:*

<sup>23</sup> Section 17L(3)(b) of the Conservation Act.

<sup>24</sup> Section 17L(3)(c) of the Conservation Act.

<sup>25</sup> Section 17L(4)(a) of the Conservation Act.

- i. Provide direction for monitoring priorities for operational workplans*
- ii. Work towards a national species monitoring programme and standard operating procedures.*

#### **Impact on other natural resources and other uses of the habitat concerned**

45. When preparing a draft SFGMP, F&G Councils must have regard to the impact that the management proposed in the draft is likely to have on other natural resources and other users of the habitat concerned.<sup>26</sup> This requirement has two distinct parts. F&G Council must consider the impact that the management proposed has on both:
- a) Other natural resources
  - b) Other users of the habitat concerned.
46. The Ministerial Review noted that it appears F&G Councils "rarely if ever take into account of the impact or concerns of other users."<sup>27</sup> The SFGMPs I analysed did include some specific provisions addressing impacts on other natural resources. For example, in the CSI SFGMP there is a policy that provides for remediating fish passage barriers, recognising the potential for adverse effects on indigenous fish populations from, and where it would not significantly impact on rare or threatened indigenous fish species.<sup>28</sup> Similarly, in the Otago SFGMP there is a policy to manage hunting in reserves or other wetlands in ways which minimise effects on habitat quality.<sup>29</sup>
47. One objective is worded "To have regard to the effects of fish and game management activities on other natural resources and resource users." This objective repeats the statutory direction, and should not be included in SFGMPs.
48. Rather, when drafting SFGMPs, you must consider for every objective and policy whether it will have an impact on other natural resources or other users of the habitat concerned. If there is an impact, F&G Councils should consider whether the management measure is appropriate to discharge F&G statutory functions, and if yes, whether any mitigation measures could be implemented.

#### **49. Guidance:**

- a) *When developing SFGMP objectives and policies consider the likely impact of proposed management on both:*
  - i. other natural resources; and*
  - ii. other users of the habitat concerned.*
- b) *Consider the following issues, amongst others, in relation to impacts on other natural resources:*
  - i. Interactions between indigenous fish and sports fish*
  - ii. Potential impacts of loss of fish passage barriers on indigenous fish*
- c) *Consider the following issues in relation to impacts on other users of the resource:*
  - i. Risks to aviation safety from game birds*
  - ii. Impacts on crops from game birds*
- d) *Include a clear statement that the impacts of proposed management on other natural resources and users of the habitat concerned has been considered.*

<sup>26</sup> Section 17L(4)(b) of the Conservation Act.

<sup>27</sup> Page 34 of the Ministerial Review.

<sup>28</sup> Policy 9.4.16 of the CSI SFGMP.

<sup>29</sup> Policy 6.2.12 of the Otago SFGMP.

### Recreational opportunities for hunter and anglers

50. SFGMPs must include such provisions as may be necessary to maximise recreational opportunities for hunters and anglers.<sup>30</sup> Current SFGMPs sections included separate sections covering angler and hunter participation in fishing and game bird hunting. Some also included provisions on angler and hunter participation in F&G management. Both issues are important.
51. **Guidance:** Consider including issues, objectives and policies in SFGMPs on:
- a) Maximising recreational opportunities for hunters and anglers; and
  - b) Involving anglers and hunters in F&G decision-making. Evidence of this wider consultation will be needed for ministerial sign off. This is one of the steps of the consultation policy.

### Optional Elements

52. This section provides guidance on optional elements. These are elements that F&G Councils could consider raising for discussion with mana whenua and stakeholders for inclusion in draft SFGMPs. Mana whenua and stakeholders may also have other elements they wish to see included.

### Background

53. Having background information in the SFGMP is useful, although brevity is key to ensure the SFGMP is user-friendly. It will be important to tell F&G's story, including the legislative role of F&G Councils, past achievements and future aspirations.
54. **Guidance:** Consider including critical background information in a background section such as:
- a) Mission statement
  - b) Role, Term or Intent of the Plan
  - c) Role of F&G Councils
  - d) Legislative context (see discussion below)

### Partners and Stakeholders

55. The two most recent SFGMPs I analysed<sup>31</sup> both included a section on Partners and Stakeholders. It is important to acknowledge mana whenua as Treaty partners, and not equate mana whenua with stakeholders in the same section.
56. In terms of mana whenua, the SFGMPs I analysed included a description of the F&G Council relationship with local iwi. In my view, this is consistent with the F&G Council's Te Tiriti obligations, but will need to be considered as part of engagement with mana whenua.
57. In terms of stakeholders, this includes DOC, local councils, New Zealand Walking Access Commission/Ara Hikoi Aotearoa and the local Conservation Board. Some SFGMPs included descriptions of the statutory functions of these stakeholders. Other stakeholders could include land owners, including farmers.
58. Including descriptions of stakeholders doesn't contribute to any of the purposes of the SFGMPs identified above. There may be value however, in including descriptions of stakeholders in terms of relationships with those stakeholders. This could be addressed in a separate section on community engagement (see discussion below). Community engagement is important to understanding the impacts of F&G Council management on other users of habitat.

<sup>30</sup> Section 17L(4)(c) of the Conservation Act.

<sup>31</sup> CSI and West Coast

**59. Guidance:**

- a) *Discuss with mana whenua including information on F&G's relationship with iwi and reference to iwi management plans in SFGMPs.*
- b) *Consider describing the relationships with diverse members of the community in a Community Engagement section (see discussion below).*

**Habitat protection**

60. One of the purposes of SFGMPs identified above is influencing both resource management and conservation planning documents. F&G advocacy for habitat protection in particular, is essential to the viability of sports fish and game bird resources, as it is dependent on habitat values. Habitat protection is also an area where F&G Councils could work with mana whenua, as well as stakeholders where there are shared interests.

**61. Guidance:**

- a) *Consider including issues, objectives and policies in relation to habitat protection.*
- b) *Ensure provisions on habitat protection align with:*
  - i. *Conservation planning documents*
  - ii. *Resource management decision-making framework under the RMA and NPS-FM, including for regional plans:*
  - iii. *F&G priorities for habitat protection*
  - iv. *F&G practice notes for RMA advocacy see <https://www.waigoodpolicy.org.nz/>*
- c) *Consider including issues, objectives and policies that address the following matters:*
  - i. *Impacts of pest control on sports fish and game bird habitats*
  - ii. *Climate change impacts on habitat values*
  - iii. *Monitoring priorities*
  - iv. *Degraded wetlands requiring restoration and removal of wetlands requiring re-establishment*
  - v. *Reverse sensitivity effects*

**Public Relations/Public Advocacy and Education**

62. The SFGMPs I analysed all included a section on public interface, recognising that protecting sports fish and game birds requires the support of government, local councils and the wider community. The elements of this section could be included in a broader community engagement section, i.e. how F&G Councils engage with mana whenua, DOC, local councils, landowners, local conservation boards, and the wider community.

63. **Guidance:** *Consider including issues, objectives and policies in relation to community engagement.*

**Administration**

64. The SFGMPs I analysed all include a section covering how the F&G Council manages its financial resources and performs its statutory functions in line with legal requirements. This is not a statutory requirement of SFGMPs.

65. **Guidance:** *Do not include provisions relating to how F&G manages its financial resources and performs its statutory functions in SFGMPs.*

66. The CSI SFGMP also included an objective and policy on climate change. The provisions relate to how the CSI F&G Council will reduce its emissions (e.g. through purchasing decisions). This is not relevant to managing sports fish and game birds. This is best

addressed through developing a national policy on how F&G will reduce its emissions to meet the 2050 climate target.

67. **Guidance:** Do not include provisions on how F&G Councils will reduce emissions to meet the 2050 climate target in SFGMPs.

#### Compliance

68. All of the SFGMPs I looked at had compliance sections. Compliance is essential to the management of sports fish and game birds. The compliance section should not include objectives and policies relating to conditions addressing the sustainability of the resource.

69. **Guidance:**

- a) Consider including in SFGMPs issues, objectives and policies related to compliance.
- b) Consider including provisions on conditions relating to the sustainability of the resource in the section of the SFGMP dealing with sustainability of the resource.

#### Resource Summary

70. All of the SFGMPs I analysed include detailed sections describing the sports fish and game resource within their region. Describing the state of the sports fish and game resource, including habitat values is essential to set objectives and policies.
71. The resource summary sections include a Recreational Opportunity Spectrum (ROS) and Significance Criteria, with waterways identified in the appendices according to how they rate using the ROS and Significance Criteria. Some of the resource descriptions also identified spawning areas.
72. The SFGMPs also included policies that link management to the resource classification. For example, in the CSI SFGMP, Policy 9.4.4 provides:
- Give priority to the monitoring and management of fish and game bird habitats within the CSI Fish and Game Region which are of national or regional significance and those that have the highest levels of angler and hunter participation.
73. Policy 8.4.2 of the draft West Coast SFGMP provides:
- Establish and maintain an inventory of sports fish and game resources in the West Coast including:
- a) classification of individual sports fisheries and game habitats to allow management based on significance, key characteristics and the recreational opportunity provided within a spectrum.
74. Despite the policy direction in the SFGMPs, feedback from F&G planners is that the classification of waterways based on the ROS and significance criteria didn't necessarily determine management decisions. For at least one region however, the classification did determine affected party status in terms of resource consent processes under the RMA.
75. The classification system used in the SFGMPs does not directly link to the protection of habitat values in the RMA and NPS-FM, and planning documents, in particular in relation to the outstanding values of waterways for fishing (see purposes of SFGMs outlined above).
76. There are no maps of the habitat of sports fish and game birds in the SFGMPs I analysed, or of spawning areas. Including mapped areas that are important to F&G Councils will enhance F&G resource management advocacy for habitat protection. Maps of spawning areas will assist with ensuring those areas are protected.
77. It will be important to engage with mana whenua on describing the resource to ensure mātauranga Māori and Māori values are appropriately reflected.
78. **Guidance:** Consider including the following in SFGMPs:
- a) *Description of the State of the Environment – Species, Habitat and Threats*

- b) *Maps of sports fish and game bird habitat, including on public conservation land and private land. We note that some regions have this in their work programme to deliver over a two year period.*
- c) *Maps of spawning areas - We note that some regions have this in their work programme to deliver over a two year period.*
- d) *Criteria for identifying the values of the sports fish and game resource that aligns with resource management national direction and regional plans, including fishing values in freshwater management units in regional plans and outstanding natural waterways and identifying waterways that meet the criteria*
- e) *Maps of wetlands that are game bird habitat*
- f) *Explicit links to objectives and policies and significant waterways*

#### Legislative context

79. The SFGMPs I analysed all include a section describing relevant legislation, usually in an appendix. Some also included summaries of the wider legislative context, e.g. the National Parks Act, Public Works Act and Local Government Act. Including a description of all relevant legislation does not directly achieve any of the purposes of SFGMPs as outlined above.
80. Including a description of the relevant provisions of the Conservation Act, in terms of the functions of F&G, the legislative basis for SFGMPs and the relationship between SFGMPs and conservation planning would however, assist in terms of the purpose of influencing conservation planning documents. So too does including any Water Conservation Orders in the Region.
81. Resource management legislation is also directly relevant to the purpose of influencing resource management planning documents, particularly in relation to habitat protection and public access to recreational resources.
82. **Guidance:** *Consider including legislative context in relation to:*
- a) *Conservation Act, in terms of F&G Council functions, SFGMPs legislative direction and relationship with conservation planning documents.*
  - b) *Resource management provisions that support F&G's advocacy for habitat protection.*

#### Plan Implementation and Review

83. The CSI SFGMP includes a section that identifies key actions and target dates for implementing key actions. It is important to have a road map to implement the SFGMP. Setting targets with specific timeframes for achieving them may assist. Additionally, SFGMPs should include provisions relating to reviewing the SFGMP to ensure it is fit for purpose over time, and the objectives are being met.
84. **Guidance:** *Consider including in SFGMPs:*
- a) *Plan Implementation section that refers to key objectives and policies, including targets and timeframes.*
  - b) *Consider including review provisions.*

#### Appendices

85. The SFGMPs I analysed all included a variety of appendices.
86. **Guidance:**
- a) *Consider including the following appendices in SFGMPs:*
    - i. *Map of the region*
    - ii. *Access points for angling and hunting*

**Commented [HB2]:** I think it is better to have this in the OWP. If you staff resourcing changes you will not be able to meet these actions / targets etc

- iii. Reserves Owned or Managed by the F&G Council – including, and linking to specific objectives*
- b) Consider not including the following in SFGMPs:*
  - i. Prioritisation Principles – as these could change within the 10-year timeframe*
  - ii. Recreational Opportunity Spectrum – unless tied to objectives*



## Interim Guide to engaging with Mana Whenua on the preparation of Sports Fish and Game Management Plans

### Purpose

This guidance is for regional fish and game staff to help them fulfil their statutory and Te Tiriti obligations when preparing Sports Fish and Game Management Plans (SFGMP). This guidance sets out best management practice that will assist regional staff engaging with mana whenua.

This guidance isn't meant to be a one size fits all. Each iwi and hapu around the country will have differing views on issues and different needs, aspirations and interest in being involved in our SFGMP processes.

This guidance is not a comprehensive overview of all statutory obligations and Te Tiriti principles. You can find that here: [ [Legal Advice - application of s4 \(FINAL\).pdf](#) ] Being a good Te Tiriti partner involves long term relationship building and a commitment to working together. Engaging on a SFGMP should be seen as part of that ongoing process, not as the end point or focus of that relationship.

### Review

This guidance is interim. This document is intended to provide guidance to assist with the short term need to prepare SFGMP. Ultimately what is needed, is working towards ongoing and long term relationships. This guidance has been developed internally, based on expert advice, but tangata whenua have not been engaged with its preparation. We acknowledge that engagement and co-development of an integrated approach is the next important step and we intend to undertake that step. This guidance will be reviewed and updated by August 2025 (1 year from adoption).

### Context

Section 4 of the Conservation Act requires our organisation to be good treaty partners. This requires going further than sending copies of a draft SFGMP to iwi for comment. This guidance forms part of a suite of policy and guidance to assist the regions to prepare SFGMP. Other relevant guidance includes :

- Cover report
- SFGMP Consultation Guidelines
- SFGMP guide
- SFGMP Key Elements

### Guidance

We anticipate that you have the following (and other) questions in mind. Central to any work we do is the idea that good communications, whakawhanaungatanga and partnership provides a good starting point. Relationship building is central to this guidance.

When should I start?

Now! Before you start preparing the SFGMP. The earlier you begin engagement the better the opportunity to ensure mana whenua interests are reflected in the structure and content of the plan. If mana whenua want to be involved in writing the management plan, giving them

that opportunity before the content has been written better reflects a good faith approach to the partnership.

What should I do before I start?

Start by building your knowledge. A basic background to Te Ao Māori and how it relates to the work of Fish and Game can be found in [kāhu report link]. You should identify the iwi and hapū groups that are in your region (see ‘Who should I talk to?’ for more information) and in particular the groups associated with any particularly significant waterbodies from Fish and Game’s perspective. Next learn about the history, context and aspirations of these groups – many Māori groups find it frustrating to have to articulate again and again their values or aspirations when these are clearly set out in publicly available documents. Useful documents for building this knowledge include:

- Treaty of Waitangi Deeds of Settlement, Settlement acts and Waitangi Tribunal reports.
- Statutory acknowledgments.
- Environmental management plans.
- Iwi management plans.

Who should I talk to?

- If you do not already have a good database of your own contacts, a good place to begin is [Te Kahui Mangai which is a database of all iwi, hapu and marae contacts maintained by Te Puni Kokiri](#). [Your local regional or district council should also have a register of contacts and iwi planning documents](#). Your local DOC office will also have contacts for mana whenua engagement. You should be prepared to consult with more than one mana whenua group as there are often overlapping interests within a particular location.

How should I engage?

- Initial contact could be by email or phone call, but should include a face to face meeting early on appropriate tikanga should be included in these meetings – this can include karakia and kai. Tikanga varies from place to place – the guidelines in the references section give a good generic background, but if you are unsure find someone in Fish and Game, DOC or a local contact to guide you.
- Begin by starting a whakawhanaungatanga  
Whakawhanaungatanga is the process of establishing good relationships and understanding about each other. This is an opportunity for you to connect with mana whenua to build a relationship based on mutual understanding. Ideally this will happen at each level of the organisation; governance, management, and on the ground staff – but don’t hold off on engagement at one level waiting for the other – relationship building is ongoing and not hierarchical.
- Engagement should be ongoing. Early on in the process you should ask the best way to continue the engagement (who, how, how long) and whether you need to provide any resources or funding to support that engagement.

What should I be prepared to discuss?

- You should be prepared to discuss the history, structure and responsibilities of Fish and Game – some mana whenua have a good idea of what Fish and Game does, and some have none.
- You should be prepared to hear about past practices or relationships that have not gone well, and the possibility that harm may have been done by Fish and Game or previous organisations to places and values that mana whenua hold dear. You may need to acknowledge, apologise or discuss what can be

done to restore/reciprocity/ any past harms before moving into discussions about future shared values or working relationships.

- There is an opportunity to explore shared goals, expertise and working together on future processes. Protection of the natural environment and harvesting food from it are shared values for both Fish and Game and mana whenua – this can form a firm base for a future relationship if you develop a shared understanding of each others priorities and support each other in partnership..
- You should be prepared to discuss what Fish and Game can bring to the partnership with mana whenua – are there opportunities to share information, resources, monitoring programmes? Can Fish and Game support mana whenua in RMA processes? Is there opportunity to provide mana whenua with training, information or fishing licences to support their aspirations? If there is a lot of work to do before any of these options can be implemented, but a real desire to work towards them a Relationship Agreement or Memorandum of Understanding that sets out how the organisations will work together could be a useful tool and first step in that work.

What about the formal consultation part?

Section 17M (2) (a) (v) of the Conservation Act requires you to “consult with such other persons or organisations, in such manner, as the Fish and Game Council considers practicable and appropriate;” Our previous advice notes therefore that you should:

- After meeting with iwi to discuss topics relevant to them,
- Invite iwi to be involved with drafting the plan
- Or provide a copy of the draft plan to iwi
- Receive written submissions from iwi
- Give iwi the opportunity to be heard on their submission
- Present summarised iwi submissions to the Minister of Hunting and Fishing.

It is important you see these as minimum requirements, not what’s needed to fulfil your Treaty partnership responsibilities. In order to fulfil these minimum requirements you should:

- Let your mana whenua partners know well in advance when they should expect the draft SFGMP so they can plan their time and resources.
- Allow sufficient time for them to make comments. Take into account that they may need to have a board approve their submission, so find out when their board meetings are and plan around those.
- Schedule a meeting to discuss the draft SFGMP before comments are due, if mana whenua would like that. It’s a good opportunity to discuss any issues and potential solutions before formal submissions are made.
- Offer to hear their submissions at the place of their choosing – this may be at a marae or other place close to the waterbodies being discussed.
- Take time to consider their submission and respond in detail to each point raised, with reasons for your decision. If its within your powers to accept any points, you should seriously consider doing so. Send mana whenua your response and the reasons for your decision.
- Include that detailed response and reasons in the summary you send the Minister.

What else can I offer into the partnership?

- Are there any projects that mana whenua are interested in eg Wetland restoration work. Is their any monitoring projects that mana whenua are interested in. Can we share any of the work that we have been doing on a particular consent or project?

What can I give mana whenua?

- Is there a particular issue or grievance that mana whenua would like acknowledged? Are there conflicting interests on any issues that we need to re-consider our stance on?

What can we do together?

- If the relationship is a new one ideally you can find a project to work on to build trust and good working relationships.

### **Useful references**

The following links provide some useful background reading:

*chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://knowledgeauckland.org.nz/media/1265/lessons-for-successful-mana-whenua-engagement\_final-print.pdf*

[Fish Game NZ mana whenua engagement FINAL .pdf](#)

### **Need help?**

*We are working on the idea of identifying Māori liaison staff and or Te Ao Advisors within Fish and Game. For further specific information we may also be able to get further assistance from Kahu and DOC staff regarding Treaty Settlements.*

# Hon Todd McClay

Minister of Agriculture  
Minister of Forestry  
Minister for Hunting and Fishing  
Minister for Trade  
Associate Minister of Foreign Affairs



21 JUN 2024

Barrie Barnes  
Chair  
New Zealand Fish and Game Council  
By email: [BBarnes@fishandgame.org.nz](mailto:BBarnes@fishandgame.org.nz)

Ref: CORM-1210

Dear Barrie Barnes,

Thank you for your letter dated 26 April 2024 (received 21 May 2024) in which you provided the views of the New Zealand Fish and Game Council (NZ Council) on the draft Sports Fish and Game Management Plan (SFGMP) for West Coast Fish and Game Region.

In line with your advice, I have decided to approve the Management Plan. I am pleased to hear that the NZ Council is developing guidance for regional Fish and Game Councils, which I hope will set a standard and ensure consistency in the approach taken to the development of these regional plans. My expectation is that all future SFGMPs will comply with this new guidance once approved.

I will also be seeking independent advice from the NZ Council regarding the suitability of any future SFGMP put to me for approval, in line with your role as my statutory advisor.

I would be grateful if you would inform the regional Fish and Game Councils that will be developing new SFGMPs in the next few years of my expectations.

Warm regards,

A handwritten signature in black ink, appearing to read 'Todd McClay'.

Hon Todd McClay  
**Minister for Hunting and Fishing**

CC: Corina Jordan, CEO, NZ Fish and Game Council

## 2023-24 Financial Report Process and Sign-Off

### NZ Fish and Game Council Meeting 170 – August 2024

Prepared by: Carmel Veitch, CFO, NZ Fish and Game Council

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#### Kōrero taunaki - Summary of considerations

##### *Purpose*

For the New Zealand Fish and Game Council (NZC) to give approval for the NZC Chair to sign the 2023-24 NZC Performance Report on behalf of the Council.

##### *Financial considerations*

Nil       Budgetary provision       Unbudgeted

##### *Risk*

Low       Medium       High       Extreme

#### Ngā taunaki - CEO Recommendations

NZC CEO recommends the following motion:

That the New Zealand Fish and Game Council:

1. That, subject to the draft Performance Report being circulated to the Council members for approval and any queries satisfactorily explained, the Chair be authorised to sign the 2023-24 Performance Report on behalf of the Council.

## **Whakarāpopoto - Executive Summary**

1. The NZC does not meet again to consider the draft Performance Report for the year ended 31 August 2024, which therefore requires the Chair to sign the Performance Report on behalf of the NZC.

## **Takenga mai - Background**

2. 31<sup>st</sup> August 2024 is the end of the financial year for the NZC.
3. The next meeting for the NZC is 13<sup>th</sup> and 14<sup>th</sup> December 2024.
4. At this meeting, the NZC will be presented with the Audited 2023-24 Performance Report.

## **Kōrerorero - Discussion**

5. A draft Performance Report will be sent to the Council around mid-October 2024 for discussion and comment.
6. The Auditors will be working in the NZC audit from late October to late November.
7. Once the Auditors give clearance for the report, an updated report will be sent to all of the NZC Councillors for approval. This will outline any changes made to the original draft.
8. Upon receipt of approval from the Councillors (via email/e-ballot), the Chair will sign the report on behalf of the NZC.

## **Whai whakaaro ki ngā whakataunga - Considerations for decision-making**

### ***Financial Implications***

9. N/A.

### ***Legislative Implications***

10. New Zealand Fish and Game Council is a Public Entity under the Public Finance Act 1989 (Schedule 4).
11. Financial Statements must be prepared in accordance with Section 153-6 of the Crown Entities Act 2004.

### ***Section 4 Treaty Responsibilities***

12. N/a

### ***Policy Implications***

13. N/A.

### ***Risks and mitigations***

14. N/A.

### ***Consultation***

15. N/A.

## **Ngā mahinga e whai ake nei - Next actions**

If agreed, the Chair will sign the 2023-24 Performance Report on behalf of the NZC.

## Standing Orders Review

### New Zealand Fish and Game Council Meeting 170,

**Prepared by:** Helen Brosnan, Senior Policy Advisor, NZ Fish and Game Council

Richie Crosgrove, Deputy CEO NZC

### Kōrero taunaki - Summary of considerations

#### *Purpose*

1. This report provides the opportunity to amend the Standing Orders, which were last reviewed on 23 September 2016, specifically around updating the online meetings and predetermination sections.

#### *Financial Considerations*

- Nil
         
  Budgetary provision
         
  Unbudgeted

#### *Risk*

- Low
         
  Medium
         
  High
         
  Extreme

### Ngā taunaki - Staff Recommendations

That NZC:

1. Receives this information.
2. Adopt the amended Standing Orders.



## Whakarāpopoto - Executive Summary

1. We would like to review the Standing Orders to ensure we can meet online and distribute agendas electronically. These are two things that we can easily do to enable the organisation to reduce meeting costs.

## Takenga mai - Background

2. We have discussed with key staff, the NZC governance advisor and the NZC Chair these key items that need to be amended in the Standing Orders. This item allows us to amend and adopt a revised document to ensure that the way we work will continue to be cost-effective.

## Kōrerorero – Discussion

3. The following key issues were identified as needing amendment.  
Standing orders references used:
  - 2.3.2 Agenda – already provides for the agenda to be provided electronically. It is our intention going forward that this will be the only agenda that you will receive, whereas previously, you have also usually received paper agendas. At the same time that we send out the electronic agenda, we will also send it to the Director General and the Minister for Hunting and Fishing. We will also endeavour to get the agenda on the F&G website at least 48 hours before the meeting for the public to view.
  - 2.3.14 Agenda – this section proposes amendments so that only electronic agendas will be provided.
  - 2.6.1 electronic attendance – we have reviewed this provision so that in-person meetings will be held twice yearly, and most other meetings will be held online. If you are unable to attend the in-person meeting, you can attend online. Workshop and committee meetings will also generally be held online. The chief executive will take reasonable steps to enable online meetings. However, it is anticipated that you will BYOD (bring your own device) for online meetings.
  - 2.7 The teleconferencing section has been amended to online meetings. This includes the ability to be able to make decisions at meetings, provided the quorum is met, where previously only discussions can be held but decisions need to be confirmed at the next meeting.
  - 3.1 Our meetings must be open to the public and the press. This can, however, be achieved via online meetings if a live link is provided on our web page. Agendas must also be viewable online before the meeting.
  - 3.4.1 an addition to the disrespect section to encourage respectful discussions.
  - 3.5.2 & 3.5.7 An addition to the Points of Order for breaching the Governance Policy, and how to deal with them in point 3.5.7 this was suggested after issues in Southland some years ago.
  - 3.12.5 Minute Book inspection in hard copy – we have amended this so that electronic files are kept.
  - 3.14.1 Council may pay expenses incurred attending meetings – generally speaking, the Council will book and pay for travel (and accommodation costs if

necessary) by members attending meetings for the Council. We have amended this section to prioritise council booking and paying rather than reimbursing members.

We include for information section 26ZD of the Conservation Act 1987, which sets out meeting requirements for Fish and Game Councils

**26ZD Meetings of Fish and Game Councils**

*(1) Meetings of any Fish and Game Council shall be held on at least 6 occasions in the period commencing on 1 February and ending on 31 December in each year at such times and places as the Council or the chairperson from time to time appoints.*

*(2) A special meeting shall be called by the chairperson whenever 3 or more members so request in writing.*

*(3) At any meeting of a Fish and Game Council, a majority of the members in office shall form a quorum, and no business shall be transacted at any meeting unless such a quorum is present.*

*(4) Every question before any meeting of a Fish and Game Council shall be determined by a majority of the members present and voting on the question.*

*(5) At any meeting of a Fish and Game Council, the chairperson of that meeting shall have a deliberative vote and, in the case of an equality of votes, shall also have a casting vote.*

*(6) The powers of a Fish and Game Council shall not be affected by any vacancy in its membership, nor shall the proceedings of the Council be invalidated merely because of the subsequent discovery that some defect existed in the appointment of any member.*

*(7) As soon as practicable after the end of its financial year and not later than 4 months thereafter, in every year of its operation, each Fish and Game Council shall call a public annual general meeting at which the Council shall present its annual report and financial statement for the period of 12 months that ended on that day.*

*(8) Subject to the provisions of this Act, a Fish and Game Council may regulate its procedure in such manner as it thinks fit.*

Part 7 of LOGIMA (Local Government Official Information and Meetings Act 1987) is the key legislation relating to local authority meetings and details how meetings are to be run and provision of agendas.

**Ngā kōwhiringa - Options**

4. NZC decisions:
  - a. Receives the information.
  - b. Adopts the amended Standing Orders

**Whai whakaaro ki ngā whakataunga - Considerations for decision-making**

**Financial Implications**

5. The proposed amendments should assist with reducing costs associated with meetings.

**Legislative Implications, Treaty, Policy, Risk and Mitigations**

6. Not applicable

### **Consultation**

7. This item was discussed at the formal managers meeting in August.
8. We have discussed the proposed amended standing orders with managers, and they may choose also to amend their standing orders in due course.

### **Ngā mahinga e whai ake nei - Next actions**

9. To circulate the decision to each region for feedback and adoption at the August meeting.

Appendix 1 - Draft Standing Orders with track changes

# STANDING ORDERS



Approved September 2016

Based on revision of 2009 NZC Standing Orders  
and an adaptation of draft 2015 LGNZ model orders.  
Revised following Council review May - July 2016.

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# STANDING ORDERS RULES OF MEETING CONDUCT

## 1 GENERAL

### 1.1 INTRODUCTION

#### 1.1.1 Citation of Legislation

These standing orders cite, or in some cases paraphrase, the provisions from the following Acts:

- Conservation Act 1987 CA
- Local Government Official Information and Meetings Act 1987<sup>1</sup> LGOIMA
- Fish and Game Council Elections Regulations 1990 FGCEP
- Local Government Act 2002<sup>2</sup> LGA
- Resource Management Act 1991 RMA.

Where direct quotations from the legislation are cited in these standing orders they are shown followed by the reference from the legislation.

#### Requirement for adoption of Standing Orders<sup>3</sup>

The council must adopt a set of standing orders for the conduct of its meetings and those of its committees. The standing orders of the council must not contravene any provisions of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

[cl. 27(1) and (2), Schedule 7, Local Government Act 2002]

#### 1.1.2 Interpretation

In these standing orders, unless inconsistent with the context:

**Agenda** means the list of items for consideration at a meeting together with reports and other attachments relating to those items. An agenda can also be referred to as an 'Order Paper'.

<sup>1</sup> Fish & Game Councils are listed under Schedule 2 of the Local Government Official Information and Meetings Act 1987 as local authorities to which Part 7 (meetings) of this Act apply.

<sup>2</sup> Fish & Game Councils are not listed as authorities to which this Act applies, but Schedule 7 of the Local Government Act 2004 updates provisions in the Local Government Official Information and Meetings Act 1987.

<sup>3</sup> Some material within this document is based on the New Zealand Standard 9202:2003 Model Standing Orders for meetings of Local Authorities and Community Boards and adapted from those used by local authorities.

These Standing Orders reflect legislative requirements in the conduct of meetings under the Local government Official Information and Meetings Act 1987, including amendments made to this and the Local Government Act 2002 in 2004, including provisions for extraordinary meetings, voting and other minor amendments.

## **standing orders**

**Chairperson** means the chairperson of the council and where appropriate also includes any person acting as the chairperson of any committee or sub-committee of the council.

[s. 26J or 26ZC CA]

**Chief Executive** means the manager of a council appointed under s. 26F(2)(b) Conservation Act 1987 (defined as Director under this Act), irrespective of their designation, and includes for the purposes of these standing orders, any other officer authorised by the council.

**Committee** includes, in relation to the council a:

- committee comprising all the members of the council; and
- standing committee or special sub-committee appointed by the council.

**Co-opted** means a person co-opted as a member of the council who is entitled to attend and speak at any meeting of the council, but shall not be entitled to vote on any question.

[s.26E CA]

**Council** in these standing orders means the council and/or committees of that council covered by these standing orders, being a Fish & Game Council as defined in the Conservation Act 1987.

**Division** means a verification of a voice vote. It does not require a count unless the chairperson instructs names to be recorded of those voting “aye” or “nay”. Members can merely raise their hands or stand.

**Lot** means in the event of a tie, the result is resolved by the candidates concerned being asked to draw their names out of hat or by the toss of a coin.

[similar to what is specified under cl.16 FGCER]

**Manager** means the manager of the Fish and Game Council, appointed under s26T Conservation Act 1987, or any staff member acting in that role.

**Meeting** means any first, ordinary or extraordinary meeting of a council; and any meeting of any committee or standing committee or special committee or subcommittee of the council.

Any meeting of a council or of any committee or subcommittee of a council, at which no resolutions or decisions are made, is not a meeting for the purposes of the LGOIMA. Therefore the provisions of Public Access in these standing orders need not apply.

[s. 45 LGOIMA]

**Member** means any person elected or co-opted to the council or to any committee or subcommittee of the council.

[s.2 LGOIMA]

**Minutes** means the record of the proceedings of any meeting of the council and its committees.

[s.45(1) LGOIMA]

**Officer** means any Fish and Game officer specified as such in these standing orders.



## **standing orders**

**Ordinary meeting** means any meeting publicly notified by the council in accordance with section 46(1) and (2) of the Local Government Official Information and Meetings Act 1987. It also means a meeting open to the public.

**Public excluded information** refers to information which is currently before a public excluded session or proposed to be considered at a public excluded session; or had previously been considered at a public excluded session and not yet released as publicly available information. It includes any:

- minutes (or portions of minutes) of public excluded sessions which have not been subsequently released by the council
- other information which has not been released by the council as publicly available information.

**Public excluded session** refers to those meetings or parts of meetings from which the public is excluded by the council as provided for in the s.48 Local Government Official Information and Meetings Act 1987.

**Publicly notified** means notified to members of the public by notice on the website of that Council, or contained in some newspaper circulating in the region of the council, or, by notice affixed in view of the public outside the venue to which the notice relates.

[s.2 LGOIMA modified to include website]

**Quorum** means the minimum number of members required to be present to constitute a valid meeting.

**Working day** means any day of the week other than:

- Saturday, Sunday, Good Friday, Easter Monday, Anzac Day, Labour Day, Sovereign's Birthday, Waitangi Day and the appropriate regional Anniversary day
- if Waitangi Day or Anzac Day falls on a Saturday or a Sunday, the following Monday; and
- A day in the period commencing with the 20th day of December in any year and ending with the 10th day of January in the following year.

[s.2 LGOIMA]

**Working party** means a group set up by the council to achieve a specific objective that is not a committee or subcommittee and to which these standing orders do not apply.

**Workshop** means, in the context of these standing orders, a gathering of elected members that may include non-elected members and at which no decisions are made.

## **1.2 STANDING ORDERS**

### **Adoption of standing orders**

- 1.2.1 A council must adopt a set of standing orders for the conduct of its meetings and those of its committees.

[cl. 27(1) & (2), Schedule 7, LGA]

## **standing orders**

### **Application of standing orders**

- 1.2.2 These standing orders apply to all meetings of the council and its committees unless otherwise stated. This includes meetings and sessions that the public are excluded from.

### **Members must obey standing orders**

- 1.2.3 A member of the council must abide by the standing orders adopted under clause 27 of Schedule 7 of the Local Government Act.

[cl. 16(1), Schedule 7, LGA]

### **Alteration of standing orders**

- 1.2.4 Any amendment of these standing orders or the adoption of new standing orders must be made by the council and requires a vote of not less than 75% of its members.

### **Temporary suspension of standing orders**

- 1.2.5 A member may move to temporarily suspend standing orders as a procedural motion. The member must name the standing order to be suspended and provide a reason for suspension. If seconded, the chairperson must put the motion without debate. At least 75% of the members must vote in favour of the suspension. The resolution must state the reason for the suspension.

- 1.2.6 In the event of suspension those standing orders prescribed by legislation will continue to apply.

[cl. 27(4), Schedule 7, LGA]

### **Chairperson's ruling final**

- 1.2.7 The Chairperson shall decide all questions where these standing orders make no provision or insufficient provision.

## **1.3 MEETINGS – INTRODUCTORY PROVISIONS**

### **Meetings are to follow legislative and adopted policy requirements.**

- 1.3.1 The Fish and Game Council and its committees must hold meetings for the good government of licensed freshwater sports fish anglers and game bird hunters. Meetings must be called and conducted in accordance with:

- a. Part VII of the Local Government Official Information and Meetings Act 1987
- b. these standing orders, and
- c. governance policies adopted by the council.

- 1.3.2 Meetings of the New Zealand Fish and Game Council shall be held at least twice a year [s. 26K Conservation Act] and meetings of any regional Fish and Game Council shall be held on at least 6 occasions [s. 26ZD Conservation Act].

### **Members to give notice of addresses**

- 1.3.3 Every member of the council must give to the Chief Executive a residential or business address together with, if desired, an electronic email or other address to which notices and material relating to meetings and council business may be sent or delivered.

## **standing orders**

### **Meeting duration**

- 1.3.4 A meeting must not continue more than eight hours from when it starts (including any meal breaks), or after 10.30pm, unless the meeting resolves to continue. If there is no such resolution, any business on the agenda that has not been dealt with must be adjourned, or transferred to the next meeting or to an extraordinary meeting.
- 1.3.5 No meeting can sit for more than three hours continuously without a refreshment break of at least ten minutes unless the meeting resolves to extend the time before a break.

### **First (inaugural) meeting of council following an election**

- 1.3.6 The first meeting of the council following an election of its members must be called by the chief executive no later than 3 weeks after the date the members come into office. The chief executive must give elected members not less than 7 days' notice of the meeting, unless in the event of an emergency, the Chief Executive (or nominee of that officer) may give notice of the meeting as soon as practicable.

[cl. 26 FGCER]

### **Business for an inaugural meeting**

- 1.3.7 The Chief Executive (or nominee of that officer) must chair the initial meeting, or any meeting where the prior chairperson's term of office has terminated until a new chairperson has been appointed by the council.
- 1.3.8 The business to be conducted at the inaugural meeting must include:
- a. the appointment of the chairperson
  - b. the appointment of the Executive Committee with the NZ Council chairperson as its chair
  - c. a general explanation, given or arranged by the chief executive (or nominee of that officer) of:
    - i. the Local Government Official Information and Meetings Act 1987; and
    - ii. other laws affecting members, including - the appropriate provisions of the Conservation Act 1987; Part 6 of the Crimes Act 1961; and the Secret Commissions Act 1910
  - d. the fixing of the date and time of the first meeting of the council, or the adoption of a schedule of meetings.

[cl. 21 Schedule 7, LGA]

### **Appointments by the council**

- 1.3.9 When appointing people to positions such as the following:
- the chairperson or
  - the appointment of members of a council committee;

the council (or a committee making the appointment) must decide by resolution to use one of the following voting systems.

## **standing orders**

### **System A**

- 1.3.10 The candidate will be appointed if he or she receives the votes of a majority of the members of the council or committee who are present and voting. This system has the following characteristics:
- a. there is a first round of voting for all candidates
  - b. if no candidate is successful in the first round, there is a second round of voting from which the candidate with the fewest votes in the first round is excluded
  - c. if no candidate is successful in the second round, there is a third round, and if necessary subsequent rounds, of voting from which, each time, the candidate with the fewest votes in the previous round is excluded.
- 1.3.11 In any round of voting, if two or more candidates tie for the lowest number of votes, the person to be excluded from the next round is resolved by lot.

### **System B**

- 1.3.12 The candidate will be elected or appointed if he or she receives more votes than any other candidate. This system has the following characteristics:
- there is only one round of voting. If two or more candidates tie for the most votes, the tie is resolved by lot.

[cl. 25, Schedule 7, LGA]

## **1.4 MEMBERSHIP OF COMMITTEES**

- 1.4.1 The members of a committee may, but need not be, elected members of the council, and a council may appoint to a committee a person who is not a member of the council if, in the opinion of the council, that person has the skills, attributes, or knowledge that will assist the work of the committee.
- 1.4.2 Despite 1.3.8 above, at least 1 member of a committee must be an elected member of the council; and an employee of a council acting in the course of his or her employment may not act as a member of any committee unless that committee is a or subcommittee.
- 1.4.3 The minimum number of members is 3 for a committee; and 2 for a subcommittee.
- [cl. 31, Schedule 7, LGA]
- 1.4.4 The chairperson is a member of every committee of the council. Any member of the council may attend any meeting of any committee. They may put a question to the chairperson and may take part in the meeting's discussions. However, if the member of the council is not a member of the committee, they may not vote on any matter before the committee.
- 1.4.5 Prior committees or subcommittees are, unless the council resolves otherwise, deemed to be discharged on the coming into office of the members of the council at, or following, the triennial election of members.

## **1.5 DIRECTOR-GENERAL ENTITLED TO ATTEND MEETINGS OF FISH & GAME COUNCILS**

## **standing orders**

- 1.5.1 Notice in writing of every meeting of a council and of the business proposed to be transacted at that meeting is to be given by the council to the Director-General of Conservation. The Director-General or the Director-General's nominee is entitled to attend and speak at any such meeting (except public excluded sessions regarding staff matters), but is not entitled to vote on any question.

[s26L & 26ZE CA]

- 1.5.2 **Minister for Hunting and Fishing to be invited to attend meetings of Fish and Game Councils. Notice of every meeting of council and the agenda to be given to the Minister for Hunting and Fishing. The Minister or their nominee is entitled to attend and speak at any such meeting, but is not entitled to vote on any question.**

## **1.6 CO-OPT MEMBERS**

- 1.6.1 The council may co-opt for such a term as it thinks fit any suitable person or persons to be a member or members of the council.
- 1.6.2 A co-opted member of the council shall be entitled to attend and speak at any meeting of the Council, but shall not be entitled to vote on any question.

[S26E & 26V CA]

## **1.7 DECISION VALID DESPITE IRREGULARITY IN MEMBERSHIP**

- 1.7.1 A decision of a council or committee remains valid even though:
- a. There is a vacancy in the membership of the council or committee at the time of the decision, or
  - b. Following the decision some defect in the election or appointment process is discovered and/or that a person on the committee at the time is found to have been ineligible of being a member.

[s.26K(6) CA]

## **1.8 WORKSHOPS AND BRIEFINGS**

- 1.8.1 Workshops and briefings provide opportunities for members to discuss particular matters, receive updates and provide guidance for officials. They are not meetings and cannot be used to either make decisions or come to agreements that are then confirmed without meaningful debate at a following meeting.
- 1.8.2 Standing orders do not apply to workshops and briefings. The chairperson or workshop organisers will decide how the workshop, briefing or working party should be conducted including whether all or part of that workshop or briefing shall be held in public excluded session.
- 1.8.3 The chief executive will give at least 24 hours' notice to every member of the council or committee of the time and place of the workshop and the matters to be discussed at it. Any notice given under this standing order must expressly:
- a. state that the meeting is a workshop

## **standing orders**

- b. advise the date, time and place
- c. confirm that the meeting is primarily for the provision of information and discussion, and will not make any decisions or pass any resolutions.

## **standing orders**

### **1.9 POWERS OF DELEGATION**

- 1.9.1 Unless clearly stated in any other Act, a council may, for the purposes of efficiency and effectiveness, delegate to a committee, or member or officer of the Fish and Game Council, any of its responsibilities, duties, or powers except the power to:
- a. borrow money, or purchase or dispose of assets, other than in accordance with delegations;
  - b. adopt a long-term Fish and Game Council management plan, operational work plan, business plan, or annual report;
  - c. appoint a chief executive or manager; or
  - d. adopt policies required to be adopted and consulted on under the Conservation Act 1987 and Wildlife Act 1953;
  - e. adopt a remuneration and employment policy, other than in accordance with delegations.
- 1.9.2 A committee, or member or officer of the Fish and Game Council may delegate any of its responsibilities, duties, or powers to a subcommittee or person, subject to any conditions, limitations, or prohibitions imposed by the Fish and Game Council or by the committee or body or person that makes the original delegation.
- 1.9.3 To avoid doubt, no delegation relieves the council, member, or officer of the liability or legal responsibility to perform or ensure performance of any function or duty.

[cl.32(1) - (8), Schedule 7, LGA]

### **1.10 LIST OF MEMBERS TO BE PUBLICLY AVAILABLE**

- 1.10.1 Lists of members on the council and each committee shall be available at the office of the chief executive, on the Fish & Game website and at all meetings of the council at which members of the public are present.

### **1.11 QUORUM**

- 1.11.1 The quorum for a meeting of the council is where a majority of the members in office are present (half + one).

[s.26K(3) CA]

#### **Committee and subcommittee meetings**

- 1.11.2 The council sets the quorums for its committees, either by resolution or by stating the quorum in the committee's terms of reference. Committees may set the quorums for their sub-committees, by resolution. Where a committee or sub-committee has not had a quorum set for it, then its quorum will be two members. For committees, at least one member [present] must be a member of the council.

#### **Requirement for a quorum**

- 1.11.3 A meeting is constituted where a quorum of members is present, whether or not they are all voting or entitled to vote. In order to conduct any business at a meeting, a quorum of members must be present for the whole time that the business is being considered.

## **standing orders**

### **Meeting lapses where no quorum**

- 1.11.4 A meeting must lapse and the chairperson vacate the chair if a quorum is not present within 30 minutes of the start of the meeting. The chairperson may extend the time that the meeting will wait for a quorum by up to 10 minutes in situations where members are known to be travelling to the meeting, but are delayed. Where a meeting lapses because there is no quorum, this will be recorded in the minutes, along with the names of the members who attended.

### **Business from lapsed meetings**

- 1.11.5 Where a meeting lapses, the remaining business will be adjourned until the next ordinary meeting, unless the chairperson sets an earlier meeting and this is notified by the chief executive.

### **Lapses after meeting starts**

- 1.11.6 Where, after a meeting starts, a member or members leave and there is no longer a quorum the business of the meeting will be suspended. If the quorum is not made up within 10 minutes, the rest of the meeting must lapse and the chairperson vacates the chair.
- 1.11.7 Any remaining business will be adjourned until the next ordinary meeting, unless the chairperson sets an earlier meeting and this is notified by the chief executive.

## **1.12 ATTENDANCE**

### **Leave of absence**

- 1.12.1 The council may grant a member leave of absence from its meetings or those of its committees. Members must apply for such leave.
- 1.12.2 The council delegates this power to grant leave of absence to the chairperson, in order to protect members' privacy.
- 1.12.3 The chairperson will advise all members when another member has leave of absence. Meeting minutes will record that a member has leave of absence for that meeting, but not the length of the leave.

### **Apologies**

- 1.12.4 A member who does not have leave of absence may tender an apology where they will be absent from all or part of a meeting. The chairperson must invite apologies at the beginning of each meeting, including apologies for lateness and early departure. The meeting may accept or decline any apologies. Where a member's apology is accepted, it will constitute a grant of leave of absence for that meeting.

### **Recording apologies**

- 1.12.5 The minutes will record any apologies tendered before or during the meeting, including whether they were accepted or declined, and the time of arrival and departure of all members.



## **standing orders**

### **Absence without leave**

- 1.12.6 Where a member is absent, without leave of absence from four consecutive meetings of the council (other than extraordinary meetings), then the office held by the member will become vacant. A vacancy created in this way is treated as an extraordinary vacancy.

[cl. 5, Schedule 7, LGA]

### **1.13 CONFLICT OF INTEREST**

- 1.13.1 Every member present at a meeting must declare any direct or indirect conflict of interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public. **A register of interests to be held to note what interests each member has.**

[OAG Managing conflicts of interest: Guidance for public entities, June 2007, p20-21]

- 1.13.2 When a conflict of interest arises in respect of a matter, the affected member will:

- i) not vote on issues related to the matter
- ii) not discuss the matter with other members
- iii) conform to the majority view of other members present as to whether to be excluded from discussions regarding the matter and/or leave the room when the matter is discussed
- iv) not, subject to the discretion of the Chairperson, receive further papers or other information related to the matter.

- 1.13.3 Where a member can be shown to have a conflict of interest or a potential conflict of interest, the Council (excluding the affected member) will determine an appropriate course of action, which may include the following:

- a) Applying some or all of the actions applied to a member with a conflict of interest (set out in 1.13.2 i) – iv) above)
- b) Provide a written explanation outlining why there is no legal conflict of interest that can be made available to all Fish and Game Councils, licence holders and other interested parties.

[OAG Managing conflicts of interest: Guidance for public entities, June 2007, p29-30]

- 1.13.4 The conflicted member will be given the opportunity to be heard by the Council on the points raised and the member's submissions will be taken into consideration by the Council.

- 1.13.5 The minutes must record the declaration and member's subsequent abstention from discussion and voting.

**STANDING ORDERS**  
**RULES OF MEETING CONDUCT**

**2 PRE-MEETING**

**2.1 GIVING NOTICE**

**Notice for members**

- 2.1.1 The chief executive must give notice in writing to each member of the council or its committees of the time and place of any meeting.
- 2.1.2 Notice must be given at least 14 days before the meeting, unless the council or committee has adopted a schedule of meetings, in which case notice must be given at least 14 days before the first meeting on the schedule.

**Meeting schedules**

- 2.1.3 Where the council or committee adopts a meeting schedule:
  - a. the schedule may cover any period that the council considers appropriate
  - b. the schedule may be amended
  - c. notification of the schedule, or an amendment to it, will constitute notification of every meeting on the schedule or the amendment.

**Non-receipt of notice**

- 2.1.4 Where a member did not receive notice of a meeting, or did not receive it in good time, the meeting is not invalid, unless the person responsible for giving notice is proved to have acted in bad faith or without reasonable care and the member concerned did not attend the meeting.
- 2.1.5 A member may waive the need to be given notice of a meeting.

**2.2 MEETING CANCELLATIONS**

- 2.2.1 The chairperson of a scheduled meeting may cancel the meeting, if the chairperson, in consultation with the chief executive, considers this is necessary.
- 2.2.2 The chief executive must make a reasonable effort to notify members and the public as soon as practicable of the cancellation, and the reasons for it.

## **standing orders**

### **2.3 AGENDA**

#### **Preparation of the agenda**

- 2.3.1 The chief executive, in consultation with the chairperson, is to prepare for each meeting an agenda listing and attaching information on the items of business to be brought before the meeting so far as is known.
- 2.3.2 The chief executive must send the agenda [and supporting materials] to every member at least eight clear working days before the day of the meeting, except where the meeting is an extraordinary meeting. The chief executive may send the agenda, and other materials relating to the meeting or other council business, to members by electronic means.
- 2.3.3 All meeting agendas and supporting papers are to be published on the Fish & Game website along with the notification of council meetings with commencement time and venue to be available prior to each meeting.

#### **Requests for agenda reports**

- 2.3.4 Requests for new agenda reports must be made by a resolution of the Fish and Game Council or the appropriate committee.
- 2.3.5 The chief executive may delay commissioning any reports that would involve significant cost or are beyond the scope of the [Council or?] committee. Instead, the chief executive will report back to the next meeting of the Fish and Game Council or its committee with an estimate of the cost involved and seek a direction on whether the report should still be prepared.

#### **Order of business**

- 2.3.6 A meeting will deal with business in the order given on the agenda, unless the meeting or the chairperson decides to give precedence to any business.
- 2.3.7 Committees do not have a default order of business.
- 2.3.8 The usual order of business for ordinary meetings of the Fish and Game Council is as set out below:

##### *Open section*

- a. Apologies
- b. Declarations of interest
- c. Confirmation of minutes
- ~~d. Public input~~
- ~~e. Notices of motion~~
- ~~f. Reports of committees~~
- ~~g. Reports of the chief executive and staff~~
- ~~h. Chairperson and councillors' reports (information)~~
- ~~i. Consideration of extraordinary business items~~

## **standing orders**

### **Public excluded section**

#### **a. Reports of committees**

#### **b. Reports of the chief executive and staff**

#### **c. Chairperson and councillors' reports (information)**

- 2.3.9 The order of business for a council meeting, including an extraordinary meeting, should be limited to items that are relevant to the purpose of the meeting. The chairperson may allow public input that is relevant to the purpose of the meeting.

### **Status of agenda**

- 2.3.10 No matter on a meeting agenda may be considered a council decision or policy unless the Fish and Game Council, or a committee with the delegated power, resolves accordingly.

### **Public excluded items**

- 2.3.11 The chairperson, in consultation with the Chief Executive, must place in the public-excluded section of the agenda any items that he or she reasonably expects the meeting to consider with the public excluded. The public excluded section of the agenda must indicate the subject matter of the item and the reason the public are excluded.

[s.46A(9), LGOIMA]

### **Agenda may be embargoed Publication of Council Meeting Agendas**

- 2.3.12 Agenda papers detailing business to be considered by a meeting may be issued to members of the news media on the basis of being embargoed until the commencement of the relevant meeting, or such earlier time as is stated in the order paper.
- 2.3.13 The chairperson, in consultation with the chief executive shall place on a confidential agenda paper any matters for which he or she considers the council or committee of the council is likely in his or her opinion to wish to exclude the public in terms of the Local Government Official Information and Meetings Act 1987, provided that an indication of the subject matter likely to be considered in exclusion of the public shall be placed on the order paper available to the public.
- 2.3.14 **Only electronic copies of the agenda will be provided to members and members of the public who request them. The public meeting agenda will also be available on the council website three working days prior to the meeting for the public to view.** Where copies of the agenda paper for any meeting are reproduced by any means for use by members of the council, additional copies of the agenda paper shall be available for members of the public attending that meeting and subject to a member of the public requesting a copy of the agenda paper accordingly and tendering the prescribed amount (if any) may take such agenda paper away from the meeting place.

### **Items of business not on the agenda (extraordinary business)**

- 2.3.15 A meeting may deal with a business item that is not on the agenda (extraordinary business) where the meeting resolves to, and the chairperson (or presiding member) explains at the beginning of the public part of the meeting the reason the:
- a. item is not on the agenda
  - b. discussion about the item cannot be delayed until a subsequent meeting.

**standing orders**

## **standing orders**

- 2.3.16 Extraordinary business may be brought before the meeting by a report from either the chairperson or the chief executive. Where the matter is so urgent that a written report is not practical, the report may be verbal. A member may bring to the attention of the meeting, at the chairperson's discretion, a matter which requires urgent consideration and which is not an item of business on the agenda. However, this is not a substitute for a notice of motion that is out of time.

[s. 46A(7), LGOIMA]

### **Discussion on minor matters not on the agenda**

- 2.3.17 A meeting may discuss an item that is not on the agenda, if it is a minor matter relating to the general business of the council and the chairperson (or presiding member) explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion. Whether or not a minor matter of extraordinary business may be discussed at a meeting is at the discretion of the chairperson.

[s. 46A(7A), LGOIMA]

### **Notice of meetings**

- 2.3.18 All meetings scheduled for the following month must be publicly notified not more than 14 days and not less than 5 days before the end of every month, together with the dates on which and the times and places at which those meetings are to be held. Where any meeting is to be held on or after the 21st day of the month, such meetings may instead be publicly notified not more than 10 nor less than 5 working days before the day on which the meeting is to be held.

[s. 46, LGOIMA]

### **Notice of extraordinary meetings**

- 2.3.19 Where any extraordinary meeting of a council is called and notice of that meeting cannot be given in the manner consistent with these standing orders, the council shall, as soon as practicable, give public notice that the meeting has occurred and state general nature of business transacted at that meeting, along with the reasons why it was not so notified.

[s. 46(3) & (4), LGOIMA]

### **Extraordinary business**

- 2.3.20 A council must, as soon as practicable, publicly notify any resolution passed at an extraordinary meeting of the council unless the:
- a. resolution was passed at a meeting or part of a meeting from which the public was excluded; or
  - b. extraordinary meeting was publicly notified at least 5 working days before the day on which the meeting was held.

[s. 51A, LGOIMA]

## **standing orders**

### **Chief executive may make other arrangements**

- 2.3.21 The chief executive is to make any other arrangement for the notification of meetings including extraordinary meetings as the council may from time to time determine.

[s. 46(5), LGOIMA]

### **Meetings not invalid**

- 2.3.22 The failure to notify a public meeting under these standing orders does not make that meeting invalid.

- 2.3.23 Where a council becomes aware that a meeting has not been publicly notified in accordance with these standing orders, the council shall, as soon as practicable, give public notice that the meeting was not notified, the general nature of the business transacted and the reasons why the meeting was not notified.

[s. 46(5) & (6), LGOIMA]

## **2.4 QUALIFIED PRIVILEGE**

### **Qualified privilege relating to agenda and minutes**

- 2.4.1 Where any meeting of the council or committee is open to the public during the proceedings or any part thereof, and a member of the public is supplied with a copy of the agenda for the meeting or any part of the minutes of that meeting are provided, the publication of any defamatory matter included in the agenda or in the minutes is privileged unless the publication is proved to have been made with ill will or taking improper advantage of the publication.

[s. 52, LGOIMA]

### **Qualified privilege relating to oral statements**

- 2.4.2 Any oral statement made at any meeting of the council or committee in accordance with the rules that have been adopted by the council for the guidance and order of its proceedings, is privileged, unless the statement is proved to have been made with ill will or taking improper advantage of the publication.

[s. 53, LGOIMA]

### **Qualified privilege additional to any other provisions**

- 2.4.3 The privilege conferred by these standing orders is in addition to, and not in substitution for, or derogation of any other privilege, whether absolute or qualified, that applies, by virtue of any other enactment or rule of law, to the proceedings of any meeting of Council or committee.

[s. 53, LGOIMA]

## **2.5 USE OF RECORDING DEVICE**

- 2.5.1 No member may use, or be associated with the use of, a recording or transmitting device without the knowledge of the meeting and the consent of the chairperson.

## **standing orders**

### **2.6 ELECTRONIC ATTENDANCE ONLINE MEETINGS**

#### **Request to attend by electronic link**

- 2.6.1 Where possible, a member will give the chairperson of the Fish and Game Council or its committees, and the chief executive at least two working days' written notice where they want to attend a meeting by electronic link. Where, because of illness or emergency, this is not possible, the member may give less notice. Councils may schedule a mix of in-person and online meetings according to meeting purpose. It is expected that members attend in-person meetings of council and committees, in person. Acknowledging that this may not always be possible, members may seek leave from the chairperson to attend online, and an electronic link for each meeting shall be provided for that purpose.
- 2.6.2 ~~Where such a request is made, the~~ The chief executive must take reasonable steps to enable online meetings, but it is the responsibility of members to equip themselves with suitable connection, technology and devices that will enable them to participate productively.
- 2.6.3 ~~If the member's request cannot be accommodated, or~~ A technological issue will not invalidate any acts or proceedings of the Fish and Game Council or its committees unless it prevents the quorum from being reached.

#### **Chairperson's duties**

- 2.6.4 Where a meeting is conducted online or a member is attending a meeting by electronic link, the chairperson must be satisfied that:
- a. the technology for the link is available and of suitable quality
  - b. procedures for using the technology in the meeting will ensure that:
    - i. everyone participating in the meeting can hear each other
    - ii. the member's attendance by electronic link does not reduce their accountability or accessibility in relation to the meeting
    - iii. the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 are met
    - iv. the requirements in these standing orders are met.

[cl. 25A(3) Schedule 7, LGA] (See Appendix C of these Standing Orders)

#### **Chairperson may terminate link**

- 2.6.5 The chairperson may direct that an electronic link should be terminated where:
- a. use of the link is increasing, or may unreasonably increase, the length of the meeting
  - b. the behaviour of the members using the link warrants it, including the style, degree and extent of interaction between them
  - c. it is distracting to the members who are physically present at the meeting
  - d. the quality of the link is no longer suitable.

[cl. 27 Schedule 7, LGA]



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### **Giving or showing a document**

- 2.6.6 A person attending a meeting by electronic link may give or show a document by:
- a. transmitting it electronically
  - b. using the electronic link
  - c. any other manner that the chairperson thinks fit.

### **Link failure**

- 2.6.7 Where an electronic link fails, or there are other technological issues that prevent a member who is attending by link from participating in a meeting, that member must be deemed to be no longer attending the meeting.

### **Confidentiality**

- 2.6.8 A member who is attending a meeting by electronic link must ensure that the meeting's proceedings remain confidential during any times that the public are excluded. At such times, the chairperson may require the member to confirm that no unauthorised people are able to view or hear the proceedings.

[cl. 25(A)(1) & 27(5) Schedule 7, LGA]

## **2.7 USE OF TELECONFERENCING ONLINE MEETINGS**

### **For discussion not and decisions**

- 2.6.9 A council or its committee can hold discussions by teleconferencing online meetings, using both the audio and video functions of the conferencing functions. ~~but should not make decisions on behalf of the council or committee. Provided the quorum is met in meetings, decisions can be made. Discussions and decisions in committee and workshop discussions can be recommended to the next meeting for adoption.~~

- 2.6.10 A meeting of the council or committee requires a quorum of members to be present at such times and places the council or chairperson appoints. This requires members attending online to maintain a visual presence. A failure to do so should be recorded just as if they had physically stepped out of an in-person meeting. ~~e (unless A member can be granted dispensation by the chairperson to utilise electronic attendance). Attend online.~~

[s.26K(3) CA]

- 2.6.11 Decisions should be made in meetings open to the public where an agenda has been released in advance to allow those interested in the items to attend. There should be no unreasonable barriers to public attendance and, so far as possible, and as a matter of courtesy, notice should be given of any subsequent changes to the content of the meeting. However, nor should the chairperson and council or committee be constrained from conducting the meeting in a manner best suiting the purpose and circumstances of the meeting.
- 2.6.12 Notes from teleconferencing discussions need to be confirmed as a true and correct record with the recommendations repeated for adoption as a council or committee resolution at its next meeting. Minutes from online meeting shall be confirmed at the next meeting which is the same process as if it were an in person meeting in accordance with section 3.12.3 of standing orders.

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# STANDING ORDERS RULES OF MEETING CONDUCT

## 3 MEETINGS

### 3.1 PUBLIC AT MEETINGS

#### Meetings normally to be open

- 3.1.1 All online meetings of the council and its **committees** shall be open online to the public and news media except where otherwise provided by Part VII of the Local Government Official Information and Meetings Act 1987.

[s.47 and 49 LGOIMA]

### 3.2 PUBLIC EXCLUDED MEETINGS

#### Lawful reasons to exclude public

- 3.2.1 The council or a committee may by resolution exclude the public from the whole or any part of the proceedings of any meeting, workshop or briefing only on one or more of the grounds specified in section 48 of the Local Government Official Information and Meetings Act (see Appendix A of these Standing Orders).

#### Form of resolutions to exclude public

- 3.2.2 Any resolution to exclude the public must be in the form set out in Schedule 2A to the Local Government Official Information and Meetings Act 1987 and state the general subject of each matter to be considered while the public is excluded, the reason for passing that resolution in relation to that matter, and the grounds on which the resolution is based (see Appendix B of these Standing Orders).

#### Motion to exclude public to be put with the public present

- 3.2.3 Every motion to exclude the public must be put at a time when the meeting is open to the public, and copies of the text of that motion must be available to any member of the public who is present. The resolution then forms part of the minutes of the meeting.

[s. 48(4) LGOIMA]

#### Provision for persons to remain after public excluded

- 3.2.4 A resolution may provide for one or more specified persons to remain after the public has been excluded if those persons have, in the opinion of the council or committee, knowledge that will assist the deliberation. Any such resolution is required to state the knowledge possessed by those people who will be of assistance in relation to the matter to be discussed and how it is relevant to the matter. No such resolution is necessary in respect of the attendance of the chief executive and relevant staff during a public excluded session.

[S. 48(5) & (6) LGOIMA]

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### **Release of public excluded information**

- 3.2.5 A council may provide for the release to the public information which has been considered during the public excluded part of a meeting.

### **Application of standing orders apply to any public excluded session**

- 3.2.6 These standing orders shall apply to meetings or parts of meetings from which the public has been excluded.

## **3.3 CHAIRPERSON'S ROLE AT MEETINGS**

### **Chairperson to preside at meetings**

- 3.3.1 The chairperson of the council must act as the chairperson at council meetings unless he or she vacates the chair for a particular part, or all, of a meeting. If the chair is absent from a meeting the deputy chair must act as chairperson. If the deputy chair is also absent, or has not been appointed, the council members who are present must elect a member to be chairperson at that meeting. This person may exercise the responsibilities, duties and powers of the chair.

[Sch. 7 Cl. 26(1), (5) & (6) LGA]

[S.26J CA]

### **Chairperson of committee to preside**

- 3.3.2 The appointed chairperson of a committee must act as chairperson at all meetings of that committee, unless he or she vacates the chair for a particular meeting. If the chairperson is absent from a meeting, the deputy chairperson (if any) will act as chairperson. If the deputy chairperson is also absent, or has not been appointed, the committee members who are present must elect a member to act as chairperson at that meeting; that person may exercise the responsibilities, duties and powers of the chairperson

[Sch. 7 Cl 26(2), (5) & (6) LGA]

### **Addressing the chairperson**

- 3.3.3 Members will address the chairperson in a way that reflects his or her statutory office.

### **Chairperson's rulings**

- 3.3.4 The chairperson will decide all procedural questions where these standing orders make no or insufficient provision and all points of order. Any member who refuses to obey a chairperson's ruling or order must be held to be in contempt.

### **Member's right to speak**

- 3.3.5 Members are entitled to speak in accordance with these standing orders. Members must address the chairperson when speaking. They may not leave their place while speaking, unless they have the leave of the chairperson.

### **Chairperson may prioritise speakers**

- 3.3.6 When two or more members want to speak, the chairperson will name the member who may speak first, with the proviso that the other members who wanted to speak must have precedence when they intend to:

## **standing orders**

- a. raise a point of order, including a request to obtain a time extension for the previous speaker, and/or
- b. move a motion to terminate or adjourn the debate, and/or
- c. make a point of explanation, and/or
- d. request the chair to permit the member a special request.

### **Chairperson's Report**

- 3.3.7 The chairperson shall, by report, have the right to direct the attention of the council to any matter or subject within the role or function of the council.

### **Chairperson's recommendations**

- 3.3.8 The chairperson of any meeting may include on the agenda ~~or the draft resolutions for that meeting a chairperson's recommendation regarding any item brought before the meeting.~~

### **Decision of chairperson on point of order to be final**

- 3.3.9 The chairperson may decide on any point of order immediately after it has been raised by any member, or may first hear further argument before deciding. The ruling of the chairperson upon any point of order shall not be open to any discussion and shall be final.

### **Chairperson to have determining vote**

- 3.3.10 The chairperson, or other person acting as chairperson, at any meeting shall have a deliberative vote and in the case of equality of votes, shall also have the casting vote.

[s.26K(5) CA]

## **3.4 CONDUCT OF MEETINGS**

### **Disrespect**

- 3.4.1 No member of the council or its committees may speak disrespectfully, or use offensive or malicious language at any meeting, including in reference to the council, a committee, any other member or a staff member. In addition, no member may impute improper motives or make offensive remarks about the private affairs of any other member of the council or its staff, **or of any other Fish & Game Council and its staff.**

### **Retractions and apologies**

- 3.4.2 The chairperson may call upon a member or speaker to withdraw any offensive or malicious comments, and may require them to apologise. If the member refuses to do so, the chairperson may direct that they should leave the meeting immediately for a specified time.

### **Calling to order**

- 3.4.3 When the chairperson calls members to order, they must be seated and stop speaking. If the members fail to do so, the chairperson may direct that they should leave the meeting immediately for a specified time.

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### **Disorderly conduct**

- 3.4.4 The chairperson may require any member whose conduct is disorderly or who is creating a disturbance to leave the meeting immediately for a specified time.
- 3.4.5 If the disorder continues, the chairperson may adjourn the meeting for a specified time. At the end of this time, the meeting must resume and decide, without debate, whether the meeting should proceed or be adjourned.
- 3.4.6 The chairperson may also adjourn the meeting if other people cause disorder or in the event of an emergency.

### **Contempt**

- 3.4.7 Where a meeting makes a resolution that a member is in contempt, it must be recorded in the meeting's minutes.

### **Removal from meeting**

- 3.4.8 A member of the police, or a council staff member, may, at the chairperson's request, remove or exclude a member from a meeting.
- 3.4.9 This standing order will apply where the chairperson has ruled that the member should leave the meeting and the member has refused or failed to do so; or has left the meeting, then attempted to re-enter it without the chairperson's permission.

[cl. 16(2), Schedule 7, LGA]

## **3.5 POINTS OF ORDER**

### **Members may raise points of order**

- 3.5.1 Any member may raise a point of order when they believe these standing orders have been breached. When a point of order is raised, the member who was previously speaking must stop speaking and sit down (if standing).

### **Subjects for points of order**

- 3.5.2 A member who is raising a point of order must state precisely what its subject is. Points of order may be raised for the following subjects:
  - a. disorder – bringing disorder to the attention of the chairperson
  - b. language – use of disrespectful, offensive or malicious language
  - c. irrelevance – the topic being discussed is not the matter currently before the meeting
  - d. misrepresentation – misrepresentation of any statement made by a member or by an officer or council employee
  - e. breach of standing order – the breach of any standing order while also specifying which standing order is subject to the breach
  - f. **breach of governance policy – the breach of any governance policy while also specifying which governance policy is subject to the breach.**
  - g. record words – a request that the minutes record the words objected to

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### **Contradictions**

- 3.5.3 Expressing a difference of opinion or contradicting a statement by a previous speaker does not constitute a point of order.

### **Point of order during division**

- 3.5.4 A member may not raise a point of order during a division, except with the permission of the chairperson.

### **Chairperson's decision on points of order**

- 3.5.5 The chairperson may decide a point of order immediately after it has been raised, or may choose to hear further argument about the point before deciding. The chairperson's ruling on any point of order is not open to any discussion and is final.
- 3.5.6 If a member questions a ruling, the chairperson is to seek advice and to refer to these standing orders on the ruling in question, but their ruling is always final.
- 3.5.7 Where a point of order is upheld for **either** a conflict of interest **and/or** **predetermination** the affected member:
- a. Will be excluded from discussions regarding the matter, including not being in the same room when the matter is discussed.
  - b. Will not vote on issues related to the matter.
  - c. Will not receive papers or any information on the matter.
  - d. Will not discuss the matter with other members.

## **3.6 VOTING**

### **Decisions to be decided by majority of votes**

- 3.6.1 The acts of a council must be done and the questions before the council must be decided by vote and by the majority of quorum members that are present and voting.

### **Voting by chairperson**

- 3.6.2 The chairperson or other person presiding at any meeting shall have a deliberative vote and, in case of equality of votes, shall have a casting vote.

### **Members may abstain**

- 3.6.3 Any member may abstain from voting and shall have their abstention recorded in the minutes where requested.

### **Method of voting**

- 3.6.4 Two voting systems have been described under appointments by the council (see 1.3.9 – 1.3.13 above). The council or committee must decide to use one of these voting systems and adopt the following approach to voting at meetings:
- a. The chairperson in putting the motion shall call for an expression of opinion on the voices or take a show of hands, the result of either of which, as announced by the

## **standing orders**

chairperson, shall be conclusive unless it is questioned immediately, in which event the chairperson shall call a division

- b. The chairperson or any member may call for a division instead of, or after receiving opinion on the voices and taking a show of hands
- c. Any member may alternately call for a division immediately the chairperson has declared the result of a vote on the voices or by a show of hands
- d. Where a suitable electronic voting system is available, that system may be used instead of a show of hands, vote by voices or division, and the result displayed shall be notified to the chairperson who shall declare the result.



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### **Division**

- 3.6.5 When a division is called for the chief executive shall take down the names of the members voting "aye" and "no" respectively, and shall hand the list to the chairperson who shall declare the result. In case of confusion or error in taking the division, unless the same can be otherwise corrected, a second division should be taken.

### **3.7 DEBATE**

#### **Time limits on speakers**

- 3.7.1 The following time limits apply to members speaking at meetings:
- a. movers of motions when speaking to the motion – 10 minutes
  - b. movers of motions when exercising their right of reply – 5 minutes
  - c. other members – not more than 5 minutes.
- 3.7.2 Time limits can be extended by a majority vote of the members present.

#### **Member may not speak more than once**

- 3.7.3 A member may not speak more than once to a motion at a meeting of the Fish and Game Council or committee. There is an exception to this standing order where a member is giving an explanation as follows:
- a. Personal explanation – with the permission of the chairperson, a member who has already spoken may make a personal explanation. A personal explanation may not be debated
  - b. Explanation of previous speech – with the permission of the chairperson, a member who has already spoken may explain a material part of a previous speech in the same debate.
- 3.7.4 The member may not introduce any new matters.

#### **Limits on number of speakers**

- 3.7.5 If three speakers have spoken consecutively in support of, or in opposition to, a motion, the chairperson may call for a speaker to the contrary. If there is no speaker to the contrary, the chairperson must put the motion after the mover's right of reply.
- 3.7.6 Members speaking must, if requested by the chairperson, announce whether they are speaking in support of or opposition to a motion.

#### **Secunder may reserve speech**

- 3.7.7 A member may second a motion or amendment without speaking to it, reserving the right to speak later in the debate.

#### **Reading speeches**

- 3.7.8 Members must not read their speeches, except with the permission of the chairperson. They may, however, refresh their memory by referring to their notes.

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### **Speaking only to relevant matters**

- 3.7.9 Members may speak to any matter before the meeting, or on a motion or amendment they propose, or on a point of order arising out of debate, but not otherwise. Members must confine their remarks strictly to the motion or amendment they are speaking to. They must not introduce irrelevant matters or repeat themselves needlessly.
- 3.7.10 The chairperson's ruling on matters arising under this standing order is final and not open to challenge.

### **Restating motion**

- 3.7.11 A member may ask the chairperson to restate the motion and amendments for their information at any time during the debate, but may not interrupt.

### **Reflections on resolutions**

- 3.7.12 A member speaking in a debate may not unduly criticise the validity of any resolution, except by a notice of motion to amend or revoke the resolution.

### **Objecting to words**

- 3.7.13 When a member objects to any words used by another member in a speech, and wants the minutes to record their objection, they must object when the words are used and not after any other member has spoken. The chairperson must order the minutes to record the objection.

### **Right of reply**

- 3.7.14 The mover of an original motion has a right of reply. A mover of an amendment to the original motion does not.
- 3.7.14 In their reply, the mover must confine themselves to answering previous speakers and not introduce any new matters.
- 3.7.15 A mover's right of reply can only be used once. It can be exercised either at the end of the debate on the original motion or at the end of the debate on a proposed amendment. The original mover's right of reply is then exhausted, although they may still take part in the debate on any subsequent proposed amendments. However, the original mover may reserve their right of reply and speak once to an original motion and once to each amendment without losing that right of reply.

### **No other member may speak**

- 3.7.16 In exercising a right of reply, no other member may speak:
- a. after the mover has started their reply
  - b. after the mover has indicated that they want to forego this right
  - c. where the mover has spoken to an amendment to the original motion, and the chairperson has indicated that he or she intends to put the motion.
- 3.7.17 The carrying of any motion to adjourn a meeting shall not supersede other business before the meeting remaining to be disposed of, and such other business is to be considered at the next meeting. Business referred, or referred back, to a specified committee is to be considered at the next ordinary meeting of that committee, unless otherwise specified.

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### **Questions to staff**

- 3.7.18 During a debate, members can ask staff questions about the matters being discussed. Questions must be asked through the chairperson and are at his or her discretion.

## **3.8 NOTICES OF MOTION**

### **General procedure for speaking and moving motions**

- 3.8.1 In the course of a debate, each member may:
- a. speak once to the original motion or substituted motion
  - b. speak once to each amendment
  - c. move or second one motion only.

### **Seconding and proposing motions**

- 3.8.2 All motions and amendments moved during a debate must be seconded (including notices of motion). The chairperson will then state the motion and propose it for discussion. Amendments and motions that are not seconded are not in order and are not entered in the minutes.

### **Procedural motions**

- 3.8.3 A procedural motion to close or adjourn a debate will take precedence over other business, other than points of order. If the procedural motion is seconded, the chairperson must put it to the vote immediately, without discussion or debate.
- 3.8.4 Any member who has not spoken in a debate may move one of the following procedural motions to close or adjourn a debate, that the:
- a. meeting be adjourned to the next ordinary meeting (unless the member states an alternative time and place)
  - b. motion under debate should now be put (a closure motion)
  - c. item being discussed should be adjourned to a specified time and place
  - d. meeting should move directly to the next item, replacing the item under discussion
  - e. item being discussed should lie on the table, and not be further discussed at that meeting
  - f. item being discussed should be referred (or referred back) to the Fish and Game Council or relevant committee.
- 3.8.5 A member seeking to move a procedural motion must not interrupt another member who is already speaking.

### **Voting on procedural motions**

- 3.8.6 Procedural motions to close or adjourn debate must be decided by a majority of all members who are present and voting. If the motion is lost, no member may move a further procedural motion to close or adjourn the debate within the next 15 minutes.

## **standing orders**

### **Debate on adjourned items**

- 3.8.7 When debate resumes on items of business that have been previously adjourned, the member who moved the adjournment may speak first in the debate. Members who have already spoken in the debate may not speak again.

### **Remaining business at adjourned meetings**

- 3.8.8 Where a resolution is made to adjourn a meeting, the remaining business is not replaced. Instead, it will be considered first at the next meeting.

### **Business referred to the council or a committee**

- 3.8.9 Where an item of business is referred (or referred back) to the council or a committee, the council or committee will consider it at its next meeting, unless the meeting resolves otherwise.

### **Chairperson's acceptance of closure motions**

- 3.8.10 The chairperson may only accept a closure motion where there have been at least two speakers for and two speakers against the motion that is proposed to be closed, or he or she considers it reasonable to do so.
- 3.8.11 However, the chairperson must put a closure motion if there are no further speakers in the debate. When the meeting is debating an amendment, the closure motion relates to the amendment.
- 3.8.12 If a closure motion is carried, the mover of the motion under debate has the right of reply, after which the chairperson puts the motion or amendment to the vote.

### **Suspension of standing orders**

- 3.8.13 A member may move a motion to suspend standing orders as a procedural motion. The member must name the standing orders to be suspended and provide a reason for suspension. If seconded, the chairperson must put it without debate. At least 75 per cent of the members present and voting must vote in favour of the suspension. The resolution must state the reason.

### **Other types of procedural motions**

- 3.8.14 The chairperson has discretion about whether to allow any other procedural motion that is not contained in these standing orders.

### **Motions in writing**

- 3.8.15 The chairperson may require movers of motions and amendments to provide them in writing, signed by the mover.

### **Right of reply**

- 3.8.16 The mover of an original motion (not an amendment) shall have the right of reply. Movers in reply shall not introduce any new matter and shall confine themselves strictly to answering previous speakers. Once the mover has commenced such a reply, or the chairperson has indicated the intention to put the motion, no other member can speak on the motion.

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### **Motions expressed in parts**

- 3.8.17 The chairperson or any member can require a motion that has been expressed in parts, to be decided part by part.

### **Substituted motion**

- 3.8.18 Where a motion is subject to an amendment, the meeting may substitute the motion with the amendment, provided the mover and seconder of the original motion agree to its withdrawal. All members may speak to the substituted motion.

### **Amendments to motions**

- 3.8.19 Only members who have not spoken to the original (or substituted) motion may move or second an amendment to it. All members may speak to the amendment.
- 3.8.20 The exception is where the mover or seconder of a motion to adopt a report of a committee wants to amend an item in the report. In these circumstances, the original mover or seconder may also propose or second the suggested amendment.

### **Amendments to be relevant and not direct negatives**

- 3.8.21 Every proposed amendment must be relevant to the motion under discussion. Proposed amendments cannot be similar to an amendment that has already been lost. Any amendment that, if carried, would have the same effect as defeating the motion, is a direct negative and is not allowed.

### **Further amendments**

- 3.8.22 The meeting must dispose of an amendment before any further amendments can be proposed. However, members may notify the chairperson that they intend to move further amendments and the nature of their content.

### **Lost amendments**

- 3.8.23 Where an amendment is lost, the meeting will resume the debate on the original (or substituted) motion. Any member who has not spoken to that motion may speak to it, and may move or second a further amendment.

### **Carried amendments**

- 3.8.24 Where an amendment is carried, the meeting will resume the debate on the original motion, as amended, and this will now be referred to as the substantive motion. Members who have not spoken to the original motion may speak to the substantive motion, and may move or second a further amendment to it.

### **Procedure until resolution**

- 3.8.25 The procedures in these standing orders are repeated until a resolution is adopted or defeated.

### **Withdrawal of motions and amendments**

- 3.8.26 Once the chairperson puts to the meeting a motion or amendment that has been seconded, the mover cannot withdraw it without the consent of the majority of the members who are present and voting.

## **standing orders**

- 3.8.27 The mover of an original motion, which has had an amendment moved and seconded in relation to it, cannot withdraw the original motion until the amendment has either been lost or withdrawn by agreement, as above.

### **No speakers after reply or motion has been put**

- 3.8.28 A member may not speak to any motion once the:
- a. mover has started their right of reply in relation to the motion
  - b. chairperson has started putting the motion.

### **When notices of motion lapse**

- 3.8.29 Notices of motion not moved on being called for by the Chairperson shall lapse.

### **Repeat notices of motion**

- 3.8.30 When a motion has been considered and rejected by the council or a committee, no similar notice of motion which, in the opinion of the chairperson, is substantially the same may be accepted within the next 6 months, unless signed by not less than one third of all members, including vacancies

### **No repeats where notice of motion agreed**

- 3.8.31 Where a notice of motion has been adopted by the council, no notice of any other motion which, in the opinion of the chairperson, has the same effect may be put while the original motion stands.

## **3.9 REVOCATION OR ALTERATION OF RESOLUTIONS**

- 3.9.1 A member may give the chief executive a notice of motion for the revocation or alteration of all or part of a previous resolution of the council or a committee.
- 3.9.2 Such notice must set out the:
- a. resolution or part of the resolution which the member proposes to revoke or alter
  - b. meeting date when the resolution was passed
  - c. motion, if any, that the member proposes to move to replace it.

### **Requirement to give notice of motion for revocation or alteration**

- 3.9.3 A member must give notice to the chief executive at least ten working days before the meeting at which it is proposed to consider such a motion and is to be signed by not less than one third of the members of the council, including vacancies.
- 3.9.4 Once the motion is received the chief executive must give members notice in writing of the intended motion at least eight clear working days' notice of the date of the meeting at which it will be considered.
- 3.9.5 If the notice of motion is considered and rejected, no similar notice of motion which, in the opinion of the chairperson, is substantially the same in purpose and effect may be accepted within the next six months.

## **standing orders**

### **Restrictions on actions under the affected resolution**

- 3.9.6 Where a member has given a notice of motion to revoke or alter a previous resolution, no irreversible action may be taken under the resolution in question until the proposed notice of motion has been dealt with.
- 3.9.7 Exceptions are where, in the opinion of the chairperson:
- a. the practical effect of delaying actions under the resolution would be the same as if the resolution had been revoked
  - b. by reason of repetitive notices, the effect of the notice is an attempt by a minority to frustrate the will of the council or the committee that made the previous resolution.
- 3.9.8 In either of these situations, action may be taken under the resolution as though no notice of motion had been given to the chief executive.

### **Revocation or alteration by resolution at same meeting**

- 3.9.9 A meeting may revoke or alter a previous resolution made at the same meeting where, during the course of the meeting, it receives fresh facts or information concerning the resolution. In this situation, 75 per cent of the members present and voting must agree to the revocation or alteration.

### **Revocation or alteration by recommendation in report**

- 3.9.10 The council or one of its committees may, on a recommendation in a report by the chairperson or chief executive, or the report of any committee or subcommittee, revoke or alter all or part of a resolution passed by a previous meeting. The chief executive must give at least eight clear working days' notice of any meeting that will consider such a proposal, accompanied by details of the proposal.

## **3.10 QUESTIONS**

### **Members to try and obtain information beforehand**

- 3.10.1 Before putting a question to a council meeting, a member shall, in the first instance, endeavour to obtain the relevant information from the chief executive (or his or her nominee) or the chairperson of the committee concerned. In the event of the information sought not being forthcoming, or the member not being satisfied with the answer, the member then has the right to raise the matter by way of a question at an ordinary meeting of the council.

### **Question time at meeting**

- 3.10.2 Any member of the council may at any ordinary meeting of the council at the appointed time, put a question to the chairperson, or through the chairperson of the council, or to the chairperson of a committee, or to any officer of the council concerning any matter relevant to the role or functions of the council or any matter that does not appear on the agenda, nor arises from any report or recommendation submitted to that meeting.

### **Questions may be deferred**

- 3.10.3 If an answer to the question cannot be given at that meeting it shall, at the discretion of the chairperson, be placed on the order paper for the next council meeting.

## **standing orders**

### **Questions to officers during debate**

- 3.10.4 In the course of any debate at any council meeting, any members may, at the chairperson's discretion, ask any question of the relevant officer on any matter under debate. Such questions shall be directed through the chair.

### **3.11 DEPUTATIONS/PUBLIC FORUM**

#### **Subject matter and names of deputations to be provided in advance**

- 3.11.1 Deputations may be received by the council (or any of its committees) or public forum held before a committee provided, in the case of deputations, that a written application setting out the subject matter and names of speaking members of the deputation has been lodged with the chief executive at least three days before the date of the meeting concerned (unless waived under standing orders) and has been subsequently approved by the chairperson.
- 3.11.2 The chairperson may in his or her discretion refuse a deputation/public forum on any reasonable grounds including, but not limited to:
- a. insufficient time to hear the deputation/public forum at the meeting
  - b. the deputation/public forum would more suitably be heard at another meeting of council or before a committee
  - c. the subject matter of the deputation/public forum is offensive or repetitious or vexatious or is considered likely to be so
  - d. the subject matter is insufficiently relevant to the business of council (or a committee)
  - e. the previous disorderly or inappropriate behaviour of members of the deputation/public forum at council or committee meetings.

#### **Procedures for deputations**

- 3.11.3 Except with the approval of the council (or committee) not more than two members of a deputation may address the meeting. After a deputation is received members may put to the deputation any question pertinent to the subject heard, but no member shall express an opinion upon, or discuss the subject, nor move a motion until the deputation has completed making its submissions and answering questions.

#### **Termination of deputation if disrespectful**

- 3.11.4 The chairperson may terminate a deputation in progress which is disrespectful or offensive, or where the chairperson has reason to believe statements have been made with malice.

#### **Time limit on deputation**

- 3.11.5 Unless the meeting determines otherwise, a limit of 10 minutes is placed on a speaker making a presentation, or if there are 2 members of the deputation addressing the meeting 10 minutes in total for the 2 speakers.



## **standing orders**

### **3.12 MINUTES**

#### **Minutes to be evidence of proceedings**

- 3.12.1 The council or, its committees must keep minutes of their proceedings. These minutes, when duly entered and authenticated, will be prima facie evidence of those proceedings.

[cl.28, Schedule 7, LGA]

#### **Matters recorded in minutes**

- 3.12.2 The chief executive or his/her designated representative must keep the minutes of meetings. The minutes must record:
- a. the date, time and venue of the meeting
  - b. the names of the members present
  - c. the chairperson
  - d. any apologies tendered and accepted
  - e. the arrival and departure times of members
  - f. a list of the speakers who gave public input, and the subjects they covered
  - g. a list of the items considered
  - h. any declarations of financial or non-financial conflicts of interest with these items
  - i. the resolutions and amendments made to considered items, including those that were lost or were ruled out of order
  - j. any failure of a quorum
  - k. any objections made to words used
  - l. all divisions taken
  - m. the names of any members requesting that votes or abstentions be recorded
  - n. the contempt, censure and removal of any members
  - o. any resolutions to exclude members of the public
  - p. the time that the meeting concludes or adjourns.

#### **Approval of minutes**

- 3.12.3 The minutes and proceedings of every meeting shall be circulated to members and considered at the next meeting, and if approved by that meeting or when amended as directed by that meeting, shall be signed by the chairperson.

#### **No discussion on minutes**

- 3.12.4 The only topic involving the minutes that may be discussed at a subsequent meeting, is their correctness and accuracy.

## **standing orders**

### **Minutes of last meeting before election**

- 3.12.5 The chief executive and the relevant chairperson must authenticate the minutes of the last meeting of the council and its committees before the next election of members.

### **Minute book inspection**

- ~~3.12.6 The minutes in books in hard electronic copy of the council or its committees, must be kept available to view on our web site by the chief executive, and be open for inspection in accordance with the Local Government Official Information and Meetings Act 1987.~~

[s.51, LGOIMA]

- 3.12.6 The approved meeting minutes are to be published on the Fish & Game Council's website.

### **Inspection of public excluded matters**

- 3.12.8 Either the chairperson, or as appropriate, the chief executive must consider any request for the minutes of a meeting or part thereof from which the public was excluded as a request for official information in terms of the Local Government Official Information and Meetings Act 1987.

[s.51(3)(b), LGOIMA]

## **3.13 PUBLIC ACCESS TO INFORMATION**

### **Public availability of the agenda**

- ~~3.13.1 All information provided to members at council and committee meetings must be available to the public and news media unless an item included in the agenda refers to a matter reasonably expected to be discussed with the public excluded.~~

[s.5 & 49, LGOIMA]

### **Public inspection of agenda**

- 3.13.2 Any member of the public may, without payment of a fee, inspect, during normal office hours, within a period of at least 2 working days before every meeting, all agendas and associated reports circulated to members of the council and relating to that meeting.

[s,46A(1), LGOIMA]

- 3.13.3 The agenda shall be:

- a. available for inspection **electronically at** the office of the council; and
- b. accompanied by either:
  - i. the associated reports; or
  - ii. a notice specifying the places at which the associated reports may be inspected.

[s,46A(2), LGOIMA]

### **Information from an extraordinary meeting**

- 3.13.4 Where a meeting is an extraordinary meeting the agenda and any associated reports shall be made available as soon as is reasonable in the circumstances.

## **standing orders**

[s. 46A(6), LGOIMA]

### **Release of information from public excluded session**

- 3.13.5 A council may provide for the release to the public of information, which has been considered during the public excluded part of a meeting.
- 3.13.6 Each public excluded meeting shall consider what, if any, information will be released to the public. In addition, the chief executive may release, at his or her discretion, any information which has been considered by the council or any committee with the public excluded.

### **Chief executive to decide on supply of information**

- 3.13.7 Public excluded information required by members in the performance of their particular duties as members shall be supplied to them by the chief executive. Where the chief executive is uncertain that public excluded information should be supplied in any particular case, the matter shall be referred to the chairperson for direction.

### **Public excluded business not to be disclosed**

- 3.13.8 Subject to the provisions of the Local Government Official Information and Meetings Act 1987, no member, officer or other person shall disclose to any person other than a member or officer of the council, any information
- a. which has been presented at a time where the public is properly excluded
  - b. where it is proposed that the public be properly excluded
  - c. including divulging or inferring discussion, deliberations or decisions following any such meeting except by way of release of information by the council.

### **Rights of members to request and use information**

- 3.13.9 The rights of members to make separate and individual requests for information are subject to the Local Government Official Information and Meetings Act 1987. Such requests for information may include requests for information that had previously been supplied to that member as public excluded information to be released as publicly available information. Where such information is made available to that member as publicly available information the member has the right to use such information in the same way as if that member were a member of the public.

## **3.14 EXPENSES**

### **Council may pay expenses incurred attending meetings**

- 3.14.1 Subject to any national policy on reimbursement levels, the Council may meet reasonable travel and extra-ordinary accommodation expenses incurred by members attending meetings for the council, and where specifically approved by the council, attending committee meetings and on other council business. Generally speaking, council will book and pay for travel (and approved accommodation costs if necessary) as a preference to reimbursement.

[s.26M Conservation Act 1987]



# APPENDIX A

These Standing Orders prepared for the New Zealand Fish and Game Council were adopted by the council at a meeting held on ~~23 September 2016~~ [NEW DATE **23 August 2024**] and apply to all meetings of the council and its committees.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Chief Executive

## GROUNDS TO EXCLUDE THE PUBLIC

LGOIMA 1987

### 48 Right of local authorities to exclude public

- (1) Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds:
- a. that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist,—
    - i. where the local authority is named or specified in **Schedule 1**, under **section 6** or **section 7** (except section 7(2)(f)(i));
    - ii. where the local authority is named or specified in **Schedule 2** of this Act, under **section 6** or **section 7** or **section 9** (except section 9(2)(g)(i)) of the Official Information Act 1982:
  - b. that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information the public disclosure of which would—
    - i. be contrary to the provisions of a specified enactment; or
    - ii. constitute contempt of court or of the House of Representatives:
  - c. that the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to that local authority by an Ombudsman under **section 30(1)** or **section 38(3)** of this Act (in the case of a local authority named or specified in **Schedule 1**) or under **section 30(1)** or **section 35(2)** of the Official Information Act 1982 (in the case of a local authority named or specified in **Schedule 2** of this Act):

**standing orders**

- d. that the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

## standing orders

- (2) Paragraph (d) of subsection (1) applies to—
- a. any proceedings before a local authority where—
    - i. a right of appeal lies to any court or tribunal against the final decision of the local authority in those proceedings; or
    - ii. the local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings; and
  - b. [Repealed]
  - c. any proceedings of a local authority in relation to any application or objection under the Marine Farming Act 1971.
- (3) Every resolution excluding the public from any meeting shall be in the form set out in **Schedule 2A** and shall state—
- a. the general subject of each matter to be considered while the public is excluded; and
  - b. the reason for the passing of that resolution in relation to that matter, including, where that resolution is passed in reliance on subsection (1)(a), the particular interest or interests protected by **section 6** or **section 7** of this Act, or **section 6** or **section 7** or **section 9** of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings in public; and
  - c. the grounds on which that resolution is based (being 1 or more of the grounds set out in subsection (1)).
- (4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
- a. shall be available to any member of the public who is present; and
  - b. shall form part of the minutes of the local authority.
- (5) A resolution pursuant to subsection (1), may also provide for 1 or more specified persons to remain after the public has been excluded if that person, or persons, has or have, in the opinion of the local authority, knowledge that will assist the authority.
- (6) Where a local authority resolves that 1 or more persons may remain after the public has been excluded, the resolution must state the knowledge possessed by that person or those persons which will be of assistance in relation to the matter to be discussed and how it is relevant to that matter.

Section 48: substituted, on 1 October 1991, by section 6(1) of the Local Government Official Information and Meetings Amendment Act 1991 (1991 No 54).

Section 48(2)(b): repealed, on 1 October 1991, by **section 362** of the Resource Management Act 1991 (1991 No 69).



# APPENDIX B

## SAMPLE RESOLUTION TO EXCLUDE THE PUBLIC

**s 48(3), (4), (5), (6)** LGOIMA

Schedule 2A: inserted, on 1 October 1991, by section 8 of the Local Government Official Information and Meetings Amendment Act 1991 (1991 No 54).

**Section 48**, *Local Government Official Information and Meetings Act 1987*

I move that the public be excluded from—

- \*a. the whole of the proceedings of this meeting; or
- \*b. the following parts of the proceedings of this meeting, namely,—  
[state agenda items]

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under **section 48(1)** of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
•	•	•
•	•	•
•	•	•
•	•	•

\*This resolution is made in reliance on **section 48(1)(a)** of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by **section 6** or **section 7** of that Act or **section 6** or **section 7** or **section 9** of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

[give particulars]

## standing orders

\*I also move that [*name of person or persons*] be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of [*specify*]. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because [*specify*].

Delete if inapplicable.

### **Note**

**Section 48(4)** of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
- a. shall be available to any member of the public who is present; and
  - b. shall form part of the minutes of the local authority.”





## APPENDIX C

### WEBCASTING PROTOCOLS

- The default camera shot will be on the chair or a wide-angle shot of the meeting room.
- Cameras will cover a member who is addressing the meeting. Cameras will also cover other key participants in a meeting, including staff when giving advice and members of the public when addressing the meeting during the public input time.
- Generally interjections from other members or the public are not covered. However if the chair engages with the interjector, the interjector's reaction can be filmed.
- PowerPoint presentations, recording of votes by division and other matters displayed by overhead projector may be shown.
- Shots unrelated to the proceedings, or not in the public interest, are not permitted.
- If there is general disorder or a disturbance from the public gallery, coverage will revert to the chair.

## Staff Scholarship Reports from Recipients

### NZ Fish and Game Council Meeting 170 -23 & 24 August 2024

Prepared by: Carmel Veitch, CFO, NZ Fish and Game Council

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#### Kōrero taunaki - Summary of considerations

##### *Purpose*

To present the Staff Development Report from Ian Hadland. And provide update of Staff Development Grants.

##### *Financial considerations*

Nil       Budgetary provision       Unbudgeted

##### *Risk*

Low       Medium       High       Extreme

#### Ngā taunaki - CEO Recommendations

The NZC CEO recommends the following:

That the NZC:

1. Receive the information.
2. Thank Ian Hadland for his report.
3. Circulate the Report to the rest of the organisation.

**Background - Takenga mai -**

1. Each \$10,000 was allocated to a Staff Development.
2. The Grant is provided for:
  - Study techniques, trends and experiences in fisheries, wildlife and environmental management.
  - Personal staff development
3. Each recipient must present a report on their training/conference.
4. Ian was granted \$5,049 to attend a R3 Conference (USA) in April 2024. Which he attended in May 2024.

**Discussion - Kōrerorero**

5. See attached report

**Financial Implications**

6. See attached the Current commitment for Staff Development. \$2,528

**Table 1: Current Staff Development Projects and Commitments**

New Zealand Fish and Game Council

As at 30 June 2024

APPROVED	REGION	AWARDED TO	Amount	ACTUAL SPENT	Refund w/draw n	COMPLETE	Report Received	COMMITMENT
6/04/2023	Otago	Steve Dixon - Recirculating Aquaculture Systems	6,000	5,079	921	Yes	Yes	-
24/11/2023	NC	Rasmus - Speaker at the March 2024 World Fisheries Conference	6,000	6,000		Yes	No	-
16/02/2024	Otago	Ian - R3 conference	5,049	5,021		Yes	Yes	28
20/04/2024	CSI	Hamish - San Fran Delto Science Conf	2,500	-		No	n/a	2,500
7.	TOTAL	Commitment	19,549	16,099	921	-		2,528

8. Available Funds \$7,500

**Table 2 : Available Funds -Staff Development Grant**

Balance Availabe 31 August 2023	128		
Plus 2023/24 Budget	10,000		
Plus Withdrawn Funds	921		
<b>Less approved</b>			
Rasmus - Meeting 166	- 6,000		
Ian - Meeting 167	- 5,049		
Balance available for Funding to August 2024	0		
Fundng available for 2024/25	10,000		
<b>Less Approved</b>			
Hamish Stevens - Meeting 168	- 2,500		
9. Funds Available for 2024/25	7,500		

**Next actions - Ngā mahinga e whai ake nei -**

10. If agreed, the report will be circulated by 2<sup>nd</sup> September 2024.

# Scholarship report

**Name:** Ian Hadland

**Event:** Council to Advance Hunting and Shooting Sports (CAHSS) National R3 Symposium

**Location:** Mobile, Alabama

**R3:** Recruitment, Retention and Reactivation



## Conference Summary

*Recognised as the foremost R3 (Recruitment, Retention, Reactivation) event in the USA, the Symposium serves as a crucial gathering for stakeholders, including state and federal agencies, non-governmental organisations (NGOs), academic institutions, and representatives from the hunting, fishing, wildlife conservation, and outdoor industries. Marketing and engagement staff from 50 state agencies converge to gain insights from experts and leaders in the field, sharing the latest national R3 efforts, and outcomes.*

*The 2024 National R3 Symposium took place from May 29 to June 1 in Mobile, Alabama. This annual R3 event gathered 210 professionals from agencies and non-governmental organisations across the nation.*

*A key highlight was the release of the National Hunting and Shooting Sports R3 Practitioner's Guide. This guide, the result of a two-year collaborative effort by the Council, TAG Review Panel, and DJ Case and Associates, compiles extensive knowledge from experts in conservation agencies, non-profit organisations, and the industry. Through thorough research and real-world case studies, the guide provides practitioners with essential tools for navigating the changing landscape of hunting and shooting sports participation.*

## Conference slides

All of the conference presentations have been loaded to the CAHSS website. I don't intend to reproduce them here. Below is a direct link.

<https://cahss.org/news-events-overview/archive/>

## Key themes

### Public perceptions about hunting

There was a very good session on public perceptions around hunting. Generally positive attitudes towards hunting are decreasing, according to a recent survey. The reasons for this were explored and the most interesting component was a summary of the reasons that hunting would remain acceptable. Animal management was a key reason. This wasn't surprising as there is an increase in deer/vehicle crashes and big predators such as bears are increasingly moving into urban environments.

<https://www.outdoorstewards.org/wp-content/uploads/2023/06/Americans-Attitudes-Survey-Report-Final-June-2023-FULL-REPORT.pdf>

The decrease in perception around hunting is obviously concerning, especially when coupled with an already decreasing number of hunting participants, because for the USA this means less excise tax which helps fund conservation and wildlife management <sup>1</sup>. More importantly, reduced public support could result in the diversion of critical federal funds presently used for wildlife management to be used elsewhere.

Interlinked is a [report on the perceptions of State Wildlife Agencies](#). A key issue was the low visibility and the weak knowledge of what state fish and wildlife agencies do. Sound familiar? Much of the content in the Southwick report is relevant to New Zealand, and it has a helpful tip section for activities to improve the situation and a tight list of focus areas for agencies. We can learn from that.

### ***Angling R3 also covered.***

There was reference to a recently received report on Angler R3 effectiveness which was written for the Association of Fish and Wildlife Agencies. This was an update to a similar report produced in 2018.

In brief, here is a summary of most valuable R3 initiatives. These are covered in the report.

1. Focus on customer retention
2. Promote underutilised resources and don't promote limited resources
3. Uncover Market Segments (licence analysis)
4. Partnership development (diverse representation)
5. Generate reactivation campaigns
6. Focus on Adults and Families (no youth in isolation of these)
7. Build a quality Data System (Customer Relationship Management system or CRM)

[www.fishwildlife.org/application/files/1217/1319/3184/Final\\_AFWA\\_ABR3TF\\_Report\\_3\\_19.pdf](http://www.fishwildlife.org/application/files/1217/1319/3184/Final_AFWA_ABR3TF_Report_3_19.pdf)

<https://www.takemefishing.org/corporate/newsroom/blogs/2024-angler-r3-recommendations>

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<sup>1</sup> Through the Pittmann Roberston Act which directs 11% of long gun and ammunition sales to be directed back to US Fish and Wildlife for redistribution for conservation, restoration and wildlife work

### **R3 Practitioners guide**

One very helpful resource which was released at the symposium was the *National Hunting and Shooting Sports R3 Practitioner's Guide*. This updated version includes case studies of successful marketing and outreach activities which drive participation. Again, the hard work for NZF&G has been done should it want to plan specific campaigns for recruitment or retention.

<https://cahss.org/r3-practitioners-guide/>

### **More resources - R3 Clearing House**

The R3 Clearing House is an online portal which is being constantly updated with ready-to-use promotional documents and images. The material is backed by R3 science and designed to carefully target audiences with specific messaging. While they will look American to a New Zealand eye, it does provide a ready bank of usable material. It's worth a look to see what types of campaigns have been implemented.

<https://find.nationalr3community.org/>

### **Participation by women a focus**

Raising participation rates among women has been a strong area of research and there was a good presentation on this at the conference. Recruitment rates of women into angling and hunting are increasing but their continued involvement is weak with many dropping out. Improving retention rates is a key focus and it seems that the social support structures need to be improved to retain them longer term. Creating better opportunities for networks and mentoring groups were suggested as potential solutions based on the research.

### **Partnerships**

NZF&GC Rewild campaign highlighted the value of strong partnerships. At the symposium there were several examples given where state agencies had partnered with external partners to achieve mutually beneficial outcomes.

These were focused on R3 initiatives. Admittedly some of the not-for-profit partners were very large and well-funded (National Turkey Foundation, International Hunter Education Association) but the principles stand and the outcomes speak for themselves. Examples were given of a full shooting range being developed by a state agency with support from the USA clay target league.

### **Evaluation of R3 activity**

One of the breakout sessions covered how to evaluate R3 activities. Measuring *outcomes* rather than *outputs* was key. There was a lot of discussion about the metrics to measure. Much of R3 is simply measured in number of participants over time. While that is useful, there are plenty of others such as activity per participant, value per licence holder etc.

### **Web Links:**

**Appendix 2** has a link to many of the resources available.

## **Addition information – Licensing systems**

Fish and Game Regions will need to sign onto a new contract for the licensing system by 2025 to ensure the continuous supply of a licensing service to customers. There is an opportunity to extend the current contract by two years.

While at the conference I took the opportunity to scan the US agencies licensing systems for:

- Licence types, pricing structures
- Product delivered (electronic licences, physical licences, tags)
- Booking systems
- CRM systems
- Reporting, including real time dashboards
- Compliance (CLE) – QR codes and scanners

I also was fortunate to speak directly to four licence vendors (equivalent of ESL) of which three gave me personal one-hour presentations on their systems including exploring business systems, backroom capability, and what they are working on for the future. They all provide a similar range of services to various US state agencies and are right on top of digital licensing (which has had a surprisingly rapid uptake in the USA) and R3 marketing.

All would be happy to work with F&GNZ and are potentially interested in bidding for the provision of licensing services.

### **State Agency Contacts**

I met several licence system coordinators at the conference, too. A representative from Texas Fish and Wildlife is also on a group of conservation business leaders who gather regularly to discuss licensing, CRM and apps. They have a special [conference](#) of their own. He has put me in touch with a few other state licence administrators so we can regularly discuss what is coming up and what the future looks like at a state level.

### **Guidance on modern licence systems**

Helpfully, the CAHSS has written a tight overview as a guide for state agencies looking to replace their licence vendors. It would act as a handy checklist for F&G in renewing its own licence provider.

<https://cahss.org/r3-overview/r3-resources/marketing-r3-topic-guide/r3-topic-guide-selling-licenses/>

### **Cardless is the future**

All agree the future is cardless. Even at this stage these vendors only provide a card to those that pay extra for them, for instance, people who value cards as collectables. The lesson is to make the cost of the card well more than the actual fixed cost, as the cost increases quickly through reduced volumes and increasing printing and distribution costs.

### **Regulations books**

Bit of a mixed bag with some agencies giving out regulations books and others going completely digital. I probably could do a little more work with my contacts to see how they propose to digitise – or otherwise – that critical material.



## Customer Relationship Management Systems

The conference, and these discussions, was a lesson that if you don't have a decent CRM, you are letting your organisation - and your customers - down. The automation is incredible and the value it has delivered is astounding. Even simple campaigns generate thousands of dollars at the click of a button and now all the (researched and tested) campaign material is available in the [R3 clearing house](#) it is easier than ever to implement. We could easily transfer that material to NZ with a little image editing to make it look less American.

A [report](#) (noted earlier) on the key findings from a review of Angler R3 efforts highlighted the importance of a CRM and helpfully created a shortlist of the 'must haves' in a CRM. That will be very helpful to us as we consider our own CRM.

## Customer profiling

All of the vendors have a customer sign-in process to get a unique identifier (typically based on social security number but passport and drivers licence also taken) to reduce duplicates. In most examples I saw there was a Guest section which could shortcut some of the detail to get people in and out of the licence system quickly (the CRM deals with them later if they get a second licence).

Creation of a customer profile at first contact with the system is an integral part of the CRM system. Most vendors had a quick survey at first entry to gather key information about the type of hunter/angler they are and also covered other interests. This helps with direct messaging. If keeping the family together was important to a licence holder, then the imagery they receive is of families together on a boat etc. If trout fishing was about harvest for the table for the person, then you'll see cooked fillets in the imagery etc.

If we do change our system, then the next incarnation must have a CRM.

## Dashboards

Realtime reporting dashboards are now common across agencies with some excellent examples presented at the conference.

With some coordination (with Southwicks) they have developed a [national dashboard](#) to display annual sales data. This is hosted by the Council to Advance Hunting and Shooting Sports website. It is free for the public to view to look at trends in their own state or across the country. It's worth a look to see what they are tracking over time.

## Topping up, additional payments and merchandise

Agencies are now offering rounding up of licences and/or donations to fund special or significant projects. This has been a real revenue earner. They even have campaigns to [leave your legacy](#) via partner organisations. Bequests is an area F&GNZ should further explore.

Merchandise has also become a real driver of revenue too – branded items are being sold (added to basket) and then third parties brand and direct ship to the customer. The agency doesn't hold stock at all, just clips the ticket on the item.

## Integrated Apps

All of the agencies have native apps or web apps. They act as a receptacle for valid licences, tags, and also hold access information, species ID and regulations. Push notifications are helpful and they also do direct text messaging, which isn't common in NZ.

[Huntfish NY app](#) is a good example of what is offered. It includes submission of tag and game harvest information offline which will upload when coverage is adequate. This could be useful for salmon cards.

## Auto renew

Auto renew is nearly everywhere now, and it works – through a CRM, of course. They also have 365-day licences that could straddle two seasons. This is something we have discussed but might require a change in legislation. We need further research and dialogue on this.

## Implications for F&G NZ

### NZC organizational strategy 2023 – 2028

One of the 5 pillars of the organisational strategy is to “Attract and Retain Licence holders”. Most, if not all, of the objectives and activity covered in that section of the strategy directly relate to the material presented or made available at the symposium.

One component is particularly pertinent and that is “Review the existing R3 Programme for effectiveness to date” My reread of the **R3 Roadmap**<sup>2</sup> before and since the symposium confirms that it was actually very good, but simply failed for lack of commitment and resources at a national and regional level.

Much of what is in the R3 Roadmap is relevant today and covers a lot of the talking points above – campaigns for retention, building a CRM, data-driven actions and evaluation of our efforts.

Matt Dunfee, regarded as the Godfather of R3 in America, has also helpfully reviewed our plan and has remarked that:

- Overall, not surprised it hasn't gained traction or produced solid outcomes as there was a) a lack of human and financial resources and b) its implementation phase was interrupted by the Covid pandemic and c) key resource (ie the writer) was assigned to other tasks.
- 11 output areas is too many by far. This needs to be rationalised down to 3-5. Even then, these are barely achievable in a well resourced agency. We have a buffet but really should have narrowed it to a meal.
- Lack of use of partner organisations to help build capacity for R3 implementation
- Unhitch public perceptions from R3 implementation – it becomes a distraction and is resource heavy to get any measurable traction.

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<sup>2</sup> NZC R3 Roadmap. Produced by Doughty Consulting (Steve Doughty) and adopted by NZC in 2019.

- Need to set clearer outcomes (rather than outputs) and an evaluation section to monitor success or otherwise. And not just monitoring licence sales either.

My feeling is that the organisation could quickly review and refine the content of the R3 Roadmap produced in 2020 rather than discarding it. It will need somebody at National Office to champion that.

[As a side note, it would be useful to get Matt Dunfee here via the staff scholarship programme to assist with the review and help with future direction.]

### **No need to reinvent the R3 wheel**

Clearly there are masses of R3 resources available for the F&G organisation to call upon and tweak for its own benefit. Attendance at the symposium has helped uncover those resources, and the people behind them. We should use those resources, or at least consider them before we embark on our own initiatives for licensing or R3.

### **Licensing**

It became clear that our present licensing service is aging and that we are letting ourselves, and our members, down as a consequence. Any new licence system needs to incorporate the features discussed above and a CRM should be a fundamental part of any upgrade. This needs urgent attention.

### **Summary**

Attendance at the symposium has helped F&GNZ maintain contact with similarly structured agencies in the USA and I have now built up an extensive range of personal contacts for both R3 and licensing. They are very happy to share their learnings. More importantly with respect to R3, they are also prepared to share their failures so everyone learns and doesn't repeat non-productive campaigns or initiatives.

I believe there should be an interested NZF&G staff person at these conferences more regularly to keep in touch with the most up-to-date R3 activity. I'd be happy to attend again but it might be time for a more youthful person to step in and drive R3 into the future.

Ian Hadland  
15 July 2024

## Appendix 1

### Vendor Presentation summaries:

#### Payit:

Presently vendor for Michigan and several other states

Engine room for their CRM system is Sales Force® which is evidently remarkably flexible.

Use 'user journeys' to predict future purchases to make the buying process more seamless (especially if only updating)

<https://payitgov.com/outdoors-licensing/>

#### Brandt:

Have a well-established system and delivered a comprehensive package into Massachusetts in the last month. They run the licensing systems for around half the US states.

They have some major developments in the pipeline including upgraded reporting and digital licensing improvements

Currently vendor for a Canadian region for licensing so have had to comply with commonwealth standards for data protection.

This link has an excellent description of services. <https://www.brandtinfo.com/recreational-fishing-hunting-licenses/>

#### Gordon Darby:

Smaller player (ex Kalcomey) but well-respected vendor. They are vendors for Nevada, Texas and New York.

They have a very configurable user interface for the back end so the state agency can add or remove products themselves and generate their own unique reports. It's a basic dashboard for at-a-glance trends but more than what we would ever need.

Like the others, they have an integrated app (FishHunt NY) which has some nice features. It has catch reporting, tags and offline maps for access and event management.

<https://www.gordon-darby.com/fish-and-game-licensing> has a good description of the services

## Appendix 2

Resource	Information
Hunting and Shooting Sports R3 Practitioner’s Guide	<a href="https://cahss.org/r3-practitioners-guide/">https://cahss.org/r3-practitioners-guide/</a>
National R3 Clearinghouse	<a href="https://find.nationalr3community.org/">https://find.nationalr3community.org/</a>
Council to Advance Hunting and the Shooting Sports (CAHSS) Website and R3 Resources website On this website you’ll find links to: National R3 Clearinghouse R3 Community	<a href="http://www.cahss.org">www.cahss.org</a> <a href="https://cahss.org/r3-overview/r3-resources/">https://cahss.org/r3-overview/r3-resources/</a>
Recreational Boating & Fishing Foundation (RBFF) R3 Webpage on corporate website, with case studies and R3 resources	<a href="http://www.TakeMeFishing.org/R3">www.TakeMeFishing.org/R3</a>
R3 Training Videos (lesson plans and training package will also soon be hosted at cahss.org and on the R3 clearinghouse)	<p><a href="#"><b><u>R3 Training Video Collection in Clearinghouse</u></b></a></p> <p><b><u>Individual Videos</u></b></p> <ol style="list-style-type: none"> <li>1 <a href="#">Why Hunting and Shooting Sports are Important</a></li> <li>2 <a href="#">What is R3?</a></li> <li>3 <a href="#">What is the ORAM?</a></li> <li>4 <a href="#">Best Practices for R3</a></li> <li>5 <a href="#">Community Resources for R3</a></li> </ol> <p><b><u>30 Second Promos</u></b></p> <ol style="list-style-type: none"> <li>1 <a href="#">Video 1 Promo</a></li> <li>2 <a href="#">Video 2 Promo</a></li> <li>3 <a href="#">Video 3 Promo</a></li> <li>4 <a href="#">Video 4 Promo</a></li> <li>5 <a href="#">Video 5 Promo</a></li> </ol>
Council YouTube Channel	<a href="https://www.youtube.com/c/thanks4hunting">https://www.youtube.com/c/thanks4hunting</a>

RBFF & Take Me Fishing YouTube Channels	<a href="https://www.youtube.com/channel/UCq47XNhEZzfVAVP62200wsQ/featured">https://www.youtube.com/channel/UCq47XNhEZzfVAVP62200wsQ/featured</a> <a href="https://www.youtube.com/c/takemefishing/featured">https://www.youtube.com/c/takemefishing/featured</a>
Link to RBFF/AREA's Recommendations and Strategic Tools for Effective Angler R3 Efforts, with Appendix B including ORAM mapping details and Appendix C including information on results chains and evaluation resources	<a href="https://find.nationalr3community.org/collections/view/170D74F7-6D8B-44AE-B9FDB8A99F9B840F/?mediaId=0460F481-25F8-4D84-A39DDC13C1E4D919">https://find.nationalr3community.org/collections/view/170D74F7-6D8B-44AE-B9FDB8A99F9B840F/?mediaId=0460F481-25F8-4D84-A39DDC13C1E4D919</a>
Link to Recommendations from the AFWA President's Task Force on Angler R3	<a href="https://www.fishwildlife.org/application/files/1217/1319/3184/Final_AFWA_ABR3TF_Report_3_19.pdf">https://www.fishwildlife.org/application/files/1217/1319/3184/Final_AFWA_ABR3TF_Report_3_19.pdf</a>



## **Background - Takenga mai -**

1. The triennial election process is underway with our election provider, Electionz.

The Timeline for the election is:

- **From Saturday, 10 August, Public Notice of Election - Call for candidacy/registration for electoral roll.**
- **Monday 12 August Nominations open**
- **Thursday, 29 August Nominations Close at 5 pm**
- Mon to Fri 2 - 6 September Voting documents designed and sent to regional managers (envelopes, voting papers, candidate profile booklets).
- **Wednesday, 11 September Electoral Roll closes at 5 pm**
- Voting Documents signed off, online voting site commenced.
- Friday 13 September: Final electoral rolls for contested regions sent to the Returning Officer.
- Monday 16 September Online voting site signed off.
- **Thursday, 19 September Lodgement of Voter Packs with NZ Post**
- 19 – 24 September Delivery of voter packs by NZ Post.
- Thursday, 26 September: First personalised email blast voting reminder.
- Thursday, 3 October: Second email blast reminder.
- Wednesday, 9 October: Third email blast reminder.
- **Friday 11 October 2024 Election Day - Voting closes 5 pm**
- Tuesday 15 October Postal votes close - Official Results produced.
- The returning Officer signs the certificate, and candidates are advised of the Final Results.
- Wednesday, 16 October: Public notices prepared and signed off for publication.
- **Saturday 19 October Official Declaration - Public Notice of Results in regional dailies.**
- Voting papers are sealed up and kept at RO's office.
- Wednesday, 23 October: Closure for period for application to NZ Council for recount.
- **Wednesday, 30 October: Elected members to take office.**
- Wednesday, 20 November: Last day for new councils to have met and appointed one representative as a member of the NZ Council.

## **Discussion - Kōrerorero**

2. This election, we have created an online enrolment form to enable licence holders tan easy mechanism to enrol.



3. Eligible licence holders who hadn't enrolled were targeted with an email providing a link to the online form to facilitate their enrolment.
4. This call for enrolments was also promoted by a media release.
5. The link to the enrolment form has also been included as a QR code on the newspaper advertisements.
6. A legal opinion on the requirement to place newspaper advertisements was also sought in the hope that this antiquated requirement had been superseded by overarching legislation, but unfortunately, that was not the case.
7. The requirement to place newspaper advertisements is approximately a third of the total cost of undertaking the election.
8. The number of candidate vacancies for regional Fish & Game Councils has also reduced in many regions:

Council	Councillors	Sub regions
Northland	12	4
Auckland Waikato	12	6
Eastern	8	3
Hawkes Bay	12	3
Wellington	12	3
Taranaki	8	3
West Coast	9	3
Nelson Marlborough	8	6
North Canterbury	8	None
Central South Island	8	None
Otago	9	4
Southland	9	3

9. A total of 115 councillor vacancies are available across the country, which is a reduction of 29 councillors from the maximum number of positions permitted.
10. A detailed Communications plan for the election is also attached as Appendix 1.

### ***Financial Implications***

11. The undertaking of the elections is an expensive cost, and the number of elections that will be held will only be determined when nominations close on 29 August.

**Next actions - Ngā mahinga e whai ake nei -**

12. Staff will provide regular updates to the Chair so that he can distribute this information to councillors as the elections progresses.



## Fish and Game elections communications plan

### Context

New Zealand's 12 regional Fish and Game Councils are elected by licence holders every three years. The regional Fish & Game Councils are the statutory managers of sports fish and game bird resources and their sustainable recreational use by anglers and hunters New Zealand-wide, except in the Chatham Islands and the Lake Taupo catchment which is managed by the Department of Conservation.

Each Regional Council nominates a member to the National Council.

Licence holders must register to be on the electoral roll to vote in their region. The target is to have 40,000 adult whole season license holders on the electoral roll for all regions.

Each Council has up to a maximum of 12 members. If there are more than 12 nominations, then there will be a postal and online vote. If there are fewer nominations then the council will be appointed without a vote. Based on previous experience, it's anticipated there will be votes in six regions.

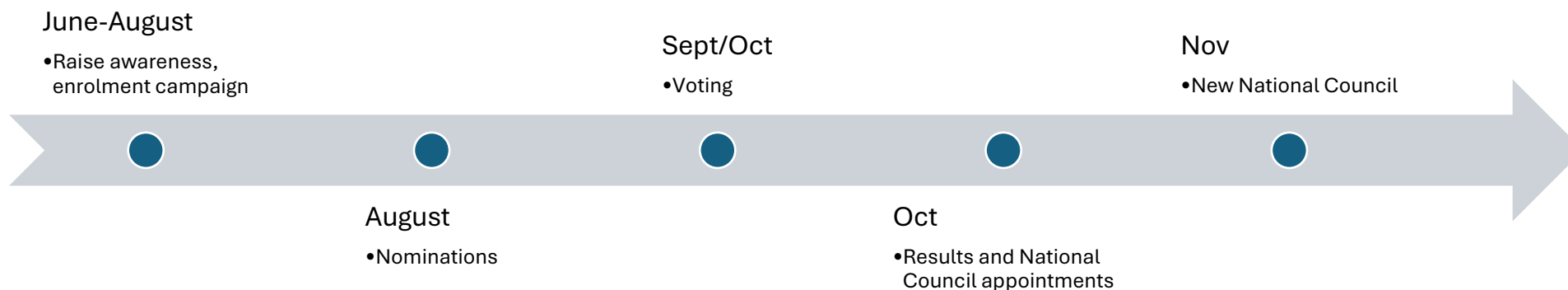
Fish & Game is building an online form so licence holders can update their status to enable them to vote in the elections.

### Communications objectives

- **Drive voter enrolment** by getting enrolment information in front of each adult licence holder at least twice before the enrolment date
- **Encourage nominations** by promoting the positives of standing through at least one news media story in each region and national media; by asking clubs and stakeholder organisations to promote the opportunity; and through targeted social media messaging
- **Drive turnout** through regular reminders during the voting period
- **Strengthen awareness and understanding** of F&G's work through all communications

## Strategic approach

Communications will take a staged approach, as set out in the timeline diagram below. As well as using all Fish & Game national and regional channels extensively, we will seek to engage influencers and stakeholders in encouraging their audiences to participate, either as candidates or by going on the electoral roll. A detailed influencer and stakeholder list will be developed, including iwi contacts, known influencers (friends of F&G), hunting and fishing businesses, the Game Animal Council, hunting and fishing clubs, primary sector levy groups and environmental allies.



## Key messages

- If you care about [our environment, wild kai, outdoor recreation], have your say.
- Fish & Game Councils across New Zealand are holding elections later this year.
- Fish & Game’s vision is a New Zealand where freshwater habitats and species flourish, where hunting and fishing traditions thrive and all Kiwis enjoy access to sustainable wild fish and game resources. If you share that vision, then get involved.
- Every region is looking for people who want to speak up for the environment and the people who enjoy fishing and hunting in our wild places.
- And everyone who holds a fishing or hunting licence has the opportunity to vote for their Fish and Game Council. You’ll want to make sure you’re on the roll to vote before 11 September.
- Fish & Game is independent of Government, and each region manages regional sports fish and game resources and habitats, and speaks up on regional issues, as well as contributing to national advocacy.

### *Nominations*

- New Zealanders with an interest in angling, hunting and conservation are being urged to stand as candidates for the upcoming Fish & Game elections
- Fish & Game Councils are seeking nominations from Kiwis from all walks of life, particularly those with governance experience
- We're looking for the next generation of councillors to help shape the future of the sector. Every region needs dedicated and passionate New Zealanders to speak up for people who enjoy fishing and hunting in our wild places, and care about the species we manage and their habitat
- Diversity is vital to Fish & Game New Zealand. We're seeking Kiwis of all ages, backgrounds, and perspectives who are passionate about contributing to the angling and game bird hunting sector
- We know angling and hunting is increasingly popular with women and we hope to see this translate into more women standing for election
- Whether you're an experienced angler, a conservation enthusiast, a young person eager to make a difference, or someone from a traditionally underrepresented community, your unique voice is essential
- A wide range of experiences and viewpoints will help us better manage our freshwater habitats, protect our wildlife, and ensure that our hunting and fishing traditions thrive for future generations
- Participating in councils is an incredibly rewarding experience, you get to learn about our valued species, their habitats and work with some incredible and talented people.
- You learn the ins and outs of governing a statutory organisation. You also develop your strategic leadership skills in a way that can be a useful steppingstone for your professional career.

## Indicative activity plan

Date	Milestone	Comms 'push' activity	note
June/August	Enrolment 'campaign' to licence holders	National and regional email newsletters National targeted social media ads Encourage stakeholders to share through their channels Online form	Three 'pushes', one per month
13 July	Maggie to canvas regions for councillors not seeking re-election for PR opportunities  Develop tool-kit for stakeholders for promotion purposes (enrolment and nominations)		
June/July until August 12	Members not seeking re-election thanked and new candidates encouraged	Regional media releases from National chair Barrie Barnes Regional media interviews and photo opps with outgoing members Regional social media	Timing could be linked to regional council meetings and/or councillors decision making
	Retiring members encourage Kiwis to vote or stand for election	<u>Opinion editorials</u> <u>Socia media</u>	Dean Phibbs Chris Brankin Rick Boyd Ian Cole
22 July	Flag upcoming nominations period	<u>Social media</u> <u>Both barrels</u>	
Saturday 10 August	Public notice of election		
Monday 12 August	Nominations open	Email newsletters <u>National media release</u> National and regional social media	Encouraging nominations

		Stakeholder communication Social media	
Thurs 22 August	One week reminder to get nominations in	Email newsletters National media release National and regional social media	
Thursday 29 August	Nominations close	National and regional social media	
Fri 30 August tbc (or Monday 1 Sept)	Confirm which regions will have elections	National and regional media releases	National - elections in xx regions Regional - who's nominated in our region/ who's appointed and election not required
By Friday 6 Sept	Voting packs finalised		Voting papers, candidate profiles, envelopes
Wed 11 September	Electoral roll closes		
Monday 16 Sept	Online voting site signed off		Content reviewed by comms
Thu 19 Sept	Voting packs sent		To be delivered by Sept 24
Thu 26 Sept	First email voting reminder	National and regional social media reminder	
Thu 3 Oct	Second email voting reminder	National media release National and regional social media reminder	
Wed 9 Oct	Third email voting reminder	National and regional social media reminder	
Friday 11 Oct	Voting closes 5 pm		
Tue 15 October	Postal voting closes, results		Candidates advised, also let candidates know results will be announced Wed am
Wed 16 October	Announce results	Email newsletters National release announcing results Regional media releases where elections held Minister release congratulating council members Website National and regional social media	National release with all results Targeted releases to key regional media
Sat 19 October	Official declaration of results in public notices		

Wed 30 October	Elected members to take office	Regional photo opps, first meeting of new councils (aligned to actual meeting dates) Regional social media Email newsletters include comments from new councillors	
Wed 20 Nov	Last day for NZ Council members to be appointed	National media release on makeup of NZ council National and regional social media	
Nov/Dec tbc	First meeting of new NZ Council and chair elected	Email newsletters Comms to stakeholders National media release National and regional social media	



## Action Register

**New Zealand Fish and Game Council Meeting 170 – 23<sup>rd</sup> & 24<sup>th</sup> of August 2024**

**Prepared by:** Samantha May, Office Manager, NZ Fish and Game Council

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### **Kōrero taunaki - Summary of considerations**

#### ***Purpose***

This report to the New Zealand Fish and Game Council seeks approval for.....

#### ***Financial considerations***

Nil  Budgetary provision /  Unbudgeted

#### ***Risk***

Low  Medium  High  Extreme

## NZC Action Schedule

Item	Action	Responsibility	Meeting Date/Ref	Status	Due Date
1.	Consider adjustments to the induction process for new Chairs and councillors, including the addition of in-person sessions and governance training during their first council meeting to improve engagement and effectiveness.	NZC CEO	24/11/2023 Agenda Item: 4.8	In progress.	before 30/10/24 Elected Members take office
2.	Investigate environmentally friendly options as indicated in the letter received from Southland Fish and Game Council, correspondence item 4.12s, regarding biodegradable wads. Provide timeframes and analyse the positive opportunities these present for Fish and Game as a long-term project.	NZC CEO	24/11/2023 Agenda Item: 4.12	Verbal update on progress to be provided at August 2024 NZC meeting.	23/08/2024
3.	Follow up with the Rural Support Trust to arrange for licences to be distributed, funded by the trust. This initiative was recognised as potentially beneficial for mental health.	NZC CEO	24/11/2023 Agenda Item: 4.10	In progress. Verbal update to be provided at Feb 2024 NZC meeting.	TBC
4.	Discussion on potential timeframes for completion concerning the expiry dates of current SFGMPs is to be initiated at the next Chairs Forum by the NZC Chair.	NZC Chair	24/11/2023 Agenda Item: 4.5	Verbal update on progress to be provided at August 2024 NZC meeting. NZC staff have developed guidance and policy to support development of SFGMPs.	23/08/2024
5.	Develop a comprehensive paper focusing on biosecurity risks concerning key species, ensuring that this critical issue is addressed in a detailed and informed manner.	NZC CEO	24/11/2023 Agenda Item: 4.4	HPAI completed. Working on a full paper for Dec 2024 Council meeting.	December 2024
6.	Separate appendices from the board pack, creating two distinct documents/booklets. Distribution of the two printed/hard copies to the following members: Councillors Koevoet, Haslett, Reardon, Barnes, Harris and Karalus. Other NZC members agreed to receive links to appendices in the Board Pack.	NZC EA	24/11/2023 Agenda Item: 2.9	In progress.	December 2024

Item	Action	Responsibility	Meeting Date/Ref	Status	Due Date
7.	Scope the public access advocacy strategy job and gather information from each region (like what Eastern provided) as part of the April 2024 Management/NZC planning session to consider the impact on staff time and budget.	NZC CEO	24/11/2023 Agenda Item: 2.8	Access strategy being developed.	December 2024
8.	Lead the revision of sections of the Wildlife Act concerning Māori. First step: hiring Te Ao Māori staff. Next step: Approach key Māori figures for assistance.	NZC CEO	18/08/2023 Agenda Item: 4.2	In progress.	TBC
9.	Further develop the RM Strategy and bring a more detailed version. 2. Examine other sources of funding, especially the RMA/Legal fund and other budgets. 3. Explore funding options, matrix criteria, and bring this back for review.	NZC CEO	18/08/2023 2.3 Agenda Item: 2.5	On hold – pending Minister legislative changes.	TBC
10.	NZC staff to investigate whether there was scope for a national policy covering licence fee collection, redistribution of funds and payment of levies across regions.	NZC CEO	15/06/2023	In Progress. Legal advice received 23 – 24 August 2024	23/08/2024

Item	Action	Responsibility	Meeting Date/Ref	Status	Due Date
11.	HR Business Partner to create a list of standard statutory obligations and a set of Key Performance Indicators (KPIs) for Managers to serve as guidance that councils can utilise.	HR Business Partner	24/11/2023 Agenda Item: 4.5	Completed AM Reviewing	Completed AM Reviewing
12.	Continue monitoring the development and consultation process of the draft Ranger Policy. Prepare for its presentation to NZC in early 2024 and support the initiation of the train-the-trainer programme.	NZC CEO	24/11/2023 Agenda Item: 4.2	Completed. Next phase is the development of an infringement system.	completed
13.	NZC staff to investigate the recommendations provided in the Women's Angling Survey results summary and provide an update report in time for the next NZC meeting in February 2024.	NZC CEO	24/11/2023 Agenda Item: 2.6	Completed. Implementation phase.	completed
14.	Update the staff development fund process and application form to include submitting an abstract or a proxy as part of the application process, and for staff to present to NZC and the wider organisation, if applicable, on the outcome of the project's objectives/how the grant has developed professional knowledge, skills, and abilities as a demonstrable benefit to F&G.	CFO	24/11/2023 Agenda Item: 2.15	Completed.	Completed
15.	Discuss with DoC the changes in licence names to include a voting option. Consideration of voting rights for secondary holders and lower category licence holders.	NZC CEO	18/08/2023 Agenda Item: 4.2	Completed. Licence system and services are being reviewed.	2024/25
16.	The updated Organisational Strategy will be implemented and communicated to the regions, with a planned review of the Business Plan in February 2024 before the upcoming Contestable Funding round.	NZC CEO	24/11/2023 Agenda Item 2.3	Completed.	Completed
17.	Include visa classification clarification in the Residency Definitions paper for the 18 August 2023 meeting.	NZC CEO	15/06/2023	Completed.	completed
18.	Circulate the Auckland/Waikato levy response to NZC for information.	NZC EA	24/11/2023 Agenda Item: 4.12	Email response circulated to NZC members on 25/11/23.	Completed 16/02/2024
19.	Research Sub-Committee to continue refining the processes and ToR, ensuring clear governance and operational separation, and enhance communication and information sharing across regions. Draft ToR to go the Executive Committee for review prior to the 16 February 2024 NZC meeting.	Research Sub-Committee	24/11/2023 Agenda Item: 4.11	Research Sub-Committee ToR included in Feb 2024 NZC Agenda.	Completed 16/02/2024

20.	Update the list of acronyms used and included in the Board Pack for reference.	NZC EA	24/11/2023 Agenda Item: 2.9	Updated list included in Feb 2024 NZC Agenda.	Completed 16/02/2024
21.	Inquire with authors about the specifics of iwi, gender, age in Mana Whenua survey responses. Circulate these details to regional councils.	NZC CEO	18/08/2023 Agenda Item: 4.2	Completed.	Completed 24/11/2023
22.	Investigate the provision for a member to be counted as present when attending a meeting via audio or audiovisual link for the purposes of reaching a quorum, and requirements for amending Standing Orders/issuing gazette notices to allow for virtual meetings.	NZC EA	18/08/2023 Agenda Item: 2.2	Clarified at the Nov 2023 meeting: Local Government Act and Standing Orders specify council members may attend meetings remotely, but in-person attendance remains crucial for a quorum. Amendments to standing orders and legislation would be required to count virtual attendance towards quorum & ability to hold virtual meetings.	Completed 16/02/2024
23.	Circulate Aon Insurance and Liability PowerPoint Presentation from NZC 18 August 2023 Meeting to regions for information.	NZC EA	18/08/2023 2.2 Agenda Item: 2.1	Completed.	Completed 31/08/2023
24.	That the NZC meeting dates for the rest of 2023 be recirculated and updated in calendars.	NZC EA	15/06/2023	Completed. Updated invitations to NZC members and relevant staff were sent on 18/7/23 for the remaining 2023 NZC meeting dates.	Completed 30/06/2023
25.	Section 9.5 in the Remuneration Policy to be amended for clarity.	HR Business Partner	15/06/2023	Completed. Section 9.5 in the Remuneration Policy has been amended for clarity.	Completed 18/08/2023
26.	The Licence Working Party consider any implications on amending the definition of Resident and Non-Resident on the licence fees system and process.	CFO	15/06/2023	Verbal update provided at 18 August NZC meeting.	Completed 18/08/2023

Item	Action	Responsibility	Meeting Date/Ref	Status	Due Date
27.	The Chair suggested that an audit on existing policies be undertaken.	NZA CEO	21/04/2023	Paper on Policy Review including an audit on existing policies included in NZA 165 Meeting Agenda for consideration at its 18 August 2023 meeting.	Completed
28.	Staff to reconsider climate change and freshwater degradation from a risk perspective as part of future Audit and Risk reporting.	NZA CEO	21/04/2023	Climate change and freshwater degradation have been updated to a higher risk category in the risk register (level 1) and the risk register is presented at each NZA meeting for ongoing Audit and Risk reporting and monitoring.	Completed
29.	NZA staff to follow up with LINZ on the High Country Advisory Group membership.	NZA CEO	21/04/2023	Completed.	Completed

Item	Action	Responsibility	Meeting Date/Ref	Status	Due Date
30.	That the Chief Financial Officer engage with Fish and Game's insurance provider regarding the scope of indemnity insurance.	CFO	21/04/2023	F&G's insurance provider presented on indemnity insurance at the 18 August 2023 NZC meeting.	Completed 18/08/2023
31.	NZC staff to follow up with LINZ on the High Country Advisory Group membership.	NZC CEO	21/04/2023	Verbal update provided at 18 August NZC meeting.	Completed 15/06/2023

## **NZA Correspondence Register**

**New Zealand Fish and Game Council Meeting 170 – 23<sup>rd</sup> – 24<sup>th</sup> August 2024**

**Prepared by:** Samantha May, Office Manager, NZ Fish and Game Council

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### **Kōrero taunaki - Summary of considerations**

#### ***Purpose***

This report to the New Zealand Fish and Game Council seeks to be information that is conveyed to NZC.

#### ***Financial considerations***

Nil  Budgetary provision /  Unbudgeted

#### ***Risk***

Low  Medium  High  Extreme



## NZC Correspondence Register

Date	In/Out	Received From	Addressed To	Summary	Date Filed
15/05/2024	In	Acting Chair - Eastern	NZC Chair	Policy feedback	30/05/2024
17/05/2024	Out	NZC Chair	Regional Chairs	FFWG & FSWG reports feedback	30/05/2024
18/05/2024	Out	NZC Chair	Andre Simpson	response to : E: NZC Meeting 168 Summary and reports of FFWG & FSWG - CSI	30/05/2024
20/05/2024	Out	NZC Chair	Colin Weatheal	FFWG & FSWG reports feedback	30/05/2024
23/05/2024	Out	NZC Chair	Ngahi Bidois	Resignation from Fish and Game as Chair of Eastern and Councillor	30/05/2024
23/05/2024	out	NZC Chair	David Linklater and Lindsay Withington	Southland designated rivers	30/05/2024
24/05/2024	In	Collin and Ian	NZC Chair	FW: Otago Feedback on Policy	30/05/2024
27/05/2024	In	David Klee	NZC CE	FW: licence fee and national policy feedback	30/05/2024
29/05/2024	In	Dean Kelly	NZC Chair	Westcoast Licence Fee Recommendation	30/05/2024
30/05/2024	Out	NZC Chair	Regional Chairs	2024 Fish and Game Elections	30/05/2024
6/06/2024	Out	NZC Chair	Ngahi Bidois	Resignation from Fish and Game as Chair of the Eastern Region and Councillor	6/06/2024
11/06/2024	Out	NZC Chair	Criag Smith	RE: Designated Waters feedback from the NZPFGA	11/06/2024

Date	In/Out	Received From	Addressed To	Summary	Date Filed
20/06/2024	In	Michael (Mike) Mcilraith	Anthony van Dorp (Eastern)	FW: Feedback: [EXTERNAL] Fish & Game Rangers newsletter	21/06/2024
21/06/2024	In	Minister Hod Todd McClay	NZC Chair	Re: CORM-1210 West Coast Sports Fish and Game Management Plan	21/06/2024
19/07/2024	In	Minister Hod Todd McClay	NZC Chair and CE	Designated Waters - TM01788 letter from Hon Todd McClay	22/07/2024
30/07/2024	Out	Carmel Veitch CFO	Regional Managers	2024/25 to be confirmed Budgets by NZC	01/08/2024

# Hon Todd McClay

Minister of Agriculture  
Minister of Forestry  
Minister for Hunting and Fishing  
Minister for Trade  
Associate Minister of Foreign Affairs



19 July 2024

TM01788

Barrie Barnes, Chair  
Corina Jordan, Chief Executive  
New Zealand Fish and Game Council  
[cjordan@fishandgame.org.nz](mailto:cjordan@fishandgame.org.nz)  
[bbarnes@fishandgame.org.nz](mailto:bbarnes@fishandgame.org.nz)

Dear Barrie Barnes and Corina Jordan,

On 7 and 10 July 2024 I approved your 2024-2025 Sports Fishing and Game Hunting Licence Fees and Licence Types submissions. As you are aware, I did not agree to the proposed new designated waters in Southland, Nelson/Marlborough, and West Coast regions, nor to the proposed 50% increase in non-resident designated waters licence fees (from \$40 to \$60).

This letter sets out the rationale for those decisions, which I would be grateful if you passed on to council members, and requests that work is undertaken to review the designated waters policy.

Unlike the 2024-2025 adult whole season licence increase, no analysis was provided to justify or explain the rationale for increasing the non-resident designated waters licence fee from \$40 to \$60. It is my expectation that for any future proposed increases in fees that there is a solid evidential basis presented to me. This would include the likely incentive or disincentive to anglers wishing to fish, the impacts of angling pressure across affected waters, and financial implications for the respective regional councils.

The designated waters system was implemented for the first time in the 2023-2024 fishing season, with objectives to spread the fishing efforts of overseas tourists to a wider range of waters, achieve at least 50/50 resident/non-resident 'equitable use', and reduce pressure on sensitive fisheries. Many of the proposals to expand the designated waters system did not appear to meet these criteria. For instance, the licence types submission noted that the Wangapeka River is already at 50/50 resident/non-resident angler usage. The West Coast proposals provided evidence that non-resident licence holders made up just 38% of anglers on the proposed rivers, so the justification for a designated waters fishery is unclear.

It is important that Fish and Game Councils, licence holders, and other stakeholders share a common understanding of the purpose and intended outcomes for designated waters fisheries, as well as the basis on which a designation should be made. It is not evident that this is the case at the moment. I am therefore of the view that the designated waters policy would benefit from a review before any new waters are considered for designation. I would like the objectives of the policy to be more clearly defined, and for clear criteria to be

determined, against which all current and potential future designated waters and licence types can be assessed. I would like a review to assess the impact of existing designated waters in meeting the policy objectives (for instance, has the imposition of designated waters had the intended effect where they have been put in place). I would also like it to consider how the policy could be adjusted so that Australian guides are treated in the same way as local guides to ensure consistency with New Zealand's obligations to service providers under the Closer Economic Relations (CER) Agreement.

I look forward to continuing discussion, among other issues, at the upcoming NZ Council meeting over 23-24 August.

Warm regards,

A handwritten signature in blue ink, appearing to read "Todd McClay", with a large, stylized flourish at the end.

Hon Todd McClay  
**Minister for Hunting and Fishing**



New Zealand Fish & Game Council  
166 Featherston Street  
Wellington 6011

8 August 2024

### **Development of a National Gamebird Population Monitoring Program and Standard Operating Procedures**

Dear New Zealand Fish & Game Council Members,

The Hawkes Bay Fish & Game Council resolved at its Council meeting on the 24 July 2024 to write to the New Zealand Fish & Game Council, seeking development of a national gamebird monitoring program (NGBMP). Concerns around statistical vigour, regional variations in monitoring approaches, methodologies, data collection, and analysis, were raised by Council as it considered its annual Operational Work Program for 2024/25.

The Hawkes Bay Fish & Game Council request that the New Zealand Fish & Game Council fast track development of a national gamebird monitoring program (NGBMP) and standard operating procedures (SOP) within the next 4 months. The Council understands that this work has been identified by the New Zealand Fish & Game Council as a priority and budgeted for within its 2023/24 budget, to be carried forward through to 2024/25.

The Hawkes Bay Fish & Game Council request that the NGBMP and SOP's specifically consider the establishment of a statistically robust sampling method, data collation, analysis, and reporting, that ensures evidence-based results, crucial for meeting the Minister for Hunting & Fishing's expectations. To maintain impartiality, we prefer external providers to lead this effort, minimizing potential biases.

Urgency is paramount as regional decisions on duck banding, and aerial and ground surveys, in the upcoming year, hinge on this advice. As population monitoring is a key function of councils under



the Conservation Act, and as it constitutes a significant portion of regional budgets (at around 26%), it is vital that the organisations approach to monitoring gamebird population is scientifically robust and defensible.

Once the future direction of this program is established, the Hawkes Bay Fish & Game Council is fully committed to implementing the strategy. The Hawkes Bay Fish & Game Council are eager to collaborate with experts and other regions to ensure the establishment of a robust monitoring system that meets the highest standards of data integrity and scientific rigor.

The Hawkes Bay Fish & Game Council appreciates your prompt attention to this matter and looks forward to working together to achieve our shared goals for effective gamebird management in New Zealand.

Sincerely,

Bruce Bates  
Chair  
Hawkes Bay Fish & Game Council

## **Glossary of Common Fish & Game Acronyms**

AOG	All of Government (largely applies to a discounted purchasing system but can refer to an AOG response i.e. Covid-19)
BP	Business Plan
CEO	Chief Executive Officer
CF	Contestable Funding
CFO	Chief Financial Officer
COI	Conflict of Interest
CRM	Customer Relationship Management
DEV	Cabinet Economic Development Committee
DOC	Department of Conservation
DPMC	Department of the Prime Minister and Cabinet
ECan	Environment Canterbury (Regional Council)
EDC	Environmental or Ecological district report
EDM	Electronic Direct Mail (system for sending direct to licence holders via email)
EDS	Environmental Defence Society (NGO)
EIANZ	The Environment Institute of Australia and New Zealand
ENGO's	Environmental non-governmental organisation/s
EPA	Environmental Protection Authority
ESL	formerly known as Eyede – the F&G Licencing system provider
FIG	Freshwater Implementation Group
GETS	Government Electronic Tender Service
GBHT	Game Bird Habitat Trust
H&S	Health & Safety
IP	All intellectual property rights and interests, including copyright, trademarks, designs, patents, and other proprietary rights, recognised, or protected by law.
IWP	Intensive Winter Grazing
LEQ	Licence Equivalent
LWP	Licence Working Party
MOU	Memorandum of Understanding
MPI	Ministry for Primary Industries
MfE	Ministry For Environment
NAS	National Anglers Survey (undertaken approx. every seven years)
NES	National Environmental Statement
NGO	Non-Governmental Organisation

NIWA	National Institute of Water & Atmospheric Research Limited
NPS	National Policy Statement
NPS-FM	National Policy Statement-Freshwater Management
NZFFA	NZ Federation of Freshwater Anglers
NZFSS	NZ Freshwater Sciences Society
NZPFGA	NZ Professional Fishing Guides Association
NZSAA	NZ Salmon Anglers Association
OIA	Official Information Act
OIO	Overseas Investment Office
ONL	Outstanding Natural landscape
ORD	On-road costs OR Otago Regional Council
PCBU's	Persons Conducting a Business or Undertaking
PCO	Parliamentary Council Office
PDU	Provincial Development Unit
PGF	Provincial Growth Fund
PSF	Pressure Sensitive Fisheries
R3	Recruit, Retain and Reactivate programme
R&D	Research and development
RAP	Resource Allocation Project
RFQ	Request for Quote
RFP	Request for Proposal
SDC	Selwyn District Council
SFC	Standing Finance Committee
SFGMP	Sports Fish and Game Management Plan
SOG	Strategic Oversight Group
SOP	Standard Operating Procedure
WCO	Water Conservation Order
WRG	Website Reference Group

### Licencing Acronyms

FWA	Fish Whole Season - Adult	FWF	Fish Whole Season - Family
FWNA	Fish Whole Season – Non-Resident Adult	FWNJ	Fish Whole Season – Non-Resident Junior
FSLA	Fish Senior Loyal	FLAA	Fish Local Area - Adult
FWIA	Fish Winter – Adult	FWJ	Fish Winter - Junior
FWC	Fish Winter - Child	FWNC	Fish Winter - Non-Resident Child
FDA	Fish Day – Adult	FDJ	Fish Day - Junior
FDNJ	Fish Day – Non resident Junior	FSBA	Fish Short Break - Adult
FLBA	Fish Long Break – Adult	FDNA	Fish Day – Non-Resident Adult
FDNC	Fish Day – Non -Resident Child	GWA	Game Whole Season – Adult
GWJ	Game Whole Season – Junior	GWC	Game Whole Season – Child
GDA	Game Day – Adult	GDJ	Game Day - Junior