

MINUTES OF A MEETING OF THE MANAGEMENT BOARD OF THE AMERICAN FOULBROOD NATIONAL PEST MANAGEMENT PLAN (AFB PMP) HELD ON 16 (THURSDAY) AND 17 (FRIDAY) NOVEMBER 2017 IN THE BOARD ROOM, OF THE OFFICES OF APINZ /AFB PMP, LEVEL 4, 187 FEATHERSTON STREET, WELLINGTON, COMMENCING AT 10.00 AM ON THURSDAY AND 08.30 AM ON FRIDAY.

1.0) ATTENDANCE

Present

Mr John Hartnell	(Chairman)
Mr Russell Marsh	
Mr Jason Ward	
Ms Kim Poynter	
Mr Clifton King	(Newly Appointed National Compliance Manager)
Mr Rex Baynes	(Manager)

Apologies

Mr Gabriel Torres	
Mr Geoff Gwyn	(Ministry for Primary Industries Representative)

It was moved”

“THAT the apologies be accepted”

Hartnell/Ward
(Carried)

Guests – Friday 17th November

Mr Byron Taylor	AsureQuality AQ
Mr Mike Harre	Ministry for Primary Industries
Ms Sonya Taege	Ministry for Primary Industries

2.0) CHAIRPERSONS WELCOME AND OPENING COMMENTS

The chairman welcomed members to the meeting and in doing so extended a warm welcome to Clifton King who it was noted was officially taking up his position as compliance manager as of today. Clifton proceeded to provide a brief overview of his career to date and relevant job experience.

The chairman then asked the meeting to refer to the schedule detailing the orientation plan for Clifton and bring to the table further recommendations if appropriate.

3.0 BOARD MEMBER’S REGISTER OF INTEREST (CONFLICT) DISCLOSURE FORM

The meeting noted the Board disclosure report as contained in the meeting book.

4.0 HEALTH AND SAFETY REPORT

The Board reviewed the Health and Safety reporting and determined that further actions were required to ensure that health and safety obligations were met.

5.0) NOTIFICATION OF GENERAL BUSINESS

Various items were discussed. The Board discussed and outbreak of AFB in the Hawkes Bay and the need to provide communications to local beekeepers about this outbreak.

6.0) CONFIRMATION OF PREVIOUS MINUTES – 24 AND 25 AUGUST 2017 (CHRISTCHURCH)

It was moved:

“THAT the minutes as previously circulated be taken as a true and correct record of the meeting”

Poynter/Ward
(Carried)

7.0) MATTERS ARISING NOT ELSEWHERE CONTAINED ON THE AGENDA

Discussion was held addressing various items.

8.0) ASUREQUALITY CONTRACT 2017/2018 AND RELATIONSHIPS – PRE-DISCUSSION PRIOR TO LATER MEETING WITH ASUREQUALITY REPRESENTATIVES

The discussed the management of the AsureQuality contract.

9.0) FINANCIAL

The Board considered the financial reports.

The Manager reminded the meeting that in accordance with policy all levy defaulters were now in the hands of Debtworks New Zealand who as in past years were now chasing the debt. The meeting was asked to note that monthly reports were provided by Debtworks on debt recovery along with a remittance advice.

It was moved:

“THAT the financial reports as tabled and the AFB PMP Management Board investments be noted and confirmed”

Marsh/Hartnell

(Carried)

10.0) 5 YEAR STRATEGY – APPOINTMENT OF PROJECT MANAGER ON TEMPORARY BASIS.

The Chairman advised the meeting that during the August Board meeting, MPI and the Board had agreed to engage a project manager to be funded on a cost share basis, the purpose being to develop a comprehensive project plan for the implementation of the AFB PMP 5 Year Strategy and review of the National AFB Management Plan and Levy Orders.

11.0) GENERAL BUSINESS AS NOTIFIED EARLIER

Several items of general business were discussed.

12.0) ASUREQUALITY ATTENDANCE – BYRON TAYLOR

The Board discussed the AQ bimonthly report. The management of an AFB outbreak in a beekeeper’s apiaries in Hawkes Bay was also discussed.

13.0) MPI GUESTS MIKE HARRE, MELANIE CHAPMAN AND SONYA TAEGE

Mike Harre then tabled a set of protocols for the transportation of infectious material commenting it is valid for 12 months. Mike advised it is a permission granted under Section 52 of the Biosecurity Act 1993.

The MPI and Apiculture New Zealand Operating Protocol document dated 24 August 2017 was reviewed.

Melanie Chapman (Project Manager) advised the Board of here background and experience, and her role developing a comprehensive project plan.

13.0) APIWEB

Byron Taylor advised the project has now been put out for formal quotations with up to 4 companies being involved. Initial response close-off date is 17 November 2017.

14.0) DECA HOLDERS WHO HAVE NOT LODGED THEIR ANNUAL DISEASE RETURNS - ADR

Byron Taylor advised that 76 DECA holders had been sent by courier letters notifying the DECA holder concerned that their DECA had been revoked with immediate effect. In addition, the beekeepers were provided with a Certificate of Inspection form advising of their responsibilities under the COI programme.

15.0) ACCESS TO DATA INFORMATION

Byron Taylor reported AQ continues to receive regular requests for a variety of different sets of information from different agencies, such as Department of Conservation, local councils etc. The Board discussed how to manage these requests noting the Management Agency already has a policy on the AFB website covering the release of information.

16.0) AFB RECOGNITION COURSE TRAINING

The Board reviewed the training report. 94 courses tentatively scheduled for 2018. 82 courses 20 refresher courses have been convened year to date.

17.0) AFB AUTHORISED PERSONS INSPECTION ACTIVITY

The Board reviewed preparations for the renewal of Authorised Person contracts. A summary of a survey of Authorised Persons was also reviewed.

18.0) AFB RETAIL PACK SPORE TESTING

The Board were advised that the upcoming round of honey surveillance would include samples collected from RMP premises as well as retail honey.

19.0) DATE AND VENUE OF NEXT MEETING

Date: 14 and 15 February 2018

Location: Wellington

**Venue: Offices of APINZ and AFB PMP
Level 4
187 Featherston Street
Wellington**

Start: 10.00 am on Thursday and 8.30 on Friday.