

AFB PMP Management Agency Board Meeting Minutes

Date: 7 February 2019

Location: Board Room, ApiNZ Offices, Level 4, 187 Featherston Street, Wellington

ATTENDANCE

Present

Mr John Hartnell (Chairman)
Mr Jason Ward
Ms Kim Poynter
Mt Russell Marsh
Mr Gabriel Torres
Mr Clifton King (National Compliance Manager)

Apologies

Ms Hayley Pragert

Guests

Mr Byron Taylor AsureQuality (item 6)
Karin Kos Apiculture New Zealand (item 4)
Mr Andrew Spelman Ministry for Primary Industries (items 3 and 4)
Mr Ian Govey Ministry for Primary Industries (items 3 and 4)
Mr Mike Harre Ministry for Primary Industries (items 3 and 4)
Mr Marco Gonzalez Management Agency (item 6)

1. Meeting opening

1.1. Chairman's welcome

John welcomed the Board to the meeting.

1.2. Apologies

Hayley is an apology as she had a prior commitment before being appointed to Board.

1.3. Director conflict of interest disclosures

The following changes to the interest register were noted:

Jason, remove:

- Health Hawkes Bay – PHO Board Member
- Takapau Community Health Centre Trust
- Takapu Volunteer Fire brigade

Gabriel, add:

- Director/Shareholder True Kiwi Ltd

Remove Geoff Gwyn from the interest register

1.4. Previous Minutes

1.4.1. Confirmation

Grammatical corrections:

- Item 8. Change “...from operational top governance” to “from operational to governance”
- Item 10. Change “Clifton will contactable...” to “Clifton will be contactable...”

John Hartnell moved that the September 2018 minutes be accepted. Kim seconded, and the motion was carried.

1.4.2. Action list

Clifton advised the Board that:

- Training courses with less than 10 participants now require National Compliance Manager approval, and
- That the training plan for the new AP2's included one of classroom-based training and two days inspecting hives with two different experienced AP2s.

Clifton questioned whether the action to make and communicate abandoned hive arrangements was appropriate. The Board agreed that that it would more appropriate for Marco to monitor and report to the Board on the levels of abandoned hives. The appropriate course of action will be determined should a spike in the level of abandoned hives occur.

The Board questioned whether landowners had an obligation to ensure that apiaries are registered. Clifton undertook to check the NPMP and advise the Board.

2. National Compliance Managers Report

Clifton presented the National Compliance Managers report

A beekeeper had requested a copy of the warrants of the inspectors involved in the November Compliance operation under the Official Information Act.

Decisions and actions arising from the report are listed as follows:

- Future letters to beekeepers advising beekeepers of honey sample results should include FAQ's, and a letter for honey packers to on send to beekeepers.
- The Board agreed that beekeeper apiary and hive statistics will not be published in the upcoming April Beekeeper Magazine due to accuracy concerns.
- The Management Agency is to emphasise the importance of making correct hive declarations in the communications for the upcoming ADR round.
- Policy AFB/22/0/11-002 to be updated so that a beekeeper's registration is automatically cancelled when they notify the Management Agency that they no longer have hives.
- Policy AFB/22/0/11-007 to be rewritten to clarify that beekeepers must complete at least one Certificate of Inspection in the minimum 12-month period as a registered beekeeper before they can apply for a DECA.

3. AFB NPMP Biosecurity Act Powers

Clifton presented the National Pest Management Plan and Biosecurity Act powers available to the Management Agency. He noted that under “12 Exemption from obligation to keep honey bees in moveable frame hives” the bulleted item “public” should read as “public display”

Andrew advised the Board that “10 Obligation to supply information” is backed by section “43 Duty to supply information” in the Biosecurity Act.

The Board noted the powers available to the Management Agency and requested that:

- The description of the powers be amended to be gender neutral, and
- The powers are published on the AFB PMP website

4. AFB Levy Proposal

Clifton presented the AFB Levy Proposal to the Board.

The Board asked whether the use of drones for aerial surveillance had been considered. Clifton advised that drones had been considered however there are two issues with the use of drones:

- Drones cannot fly over private land without the permission of the landowner. This issue can be overcome by using a commercial drone operator with an appropriate permit from CAA that allows them to fly drones over private land.
- Currently it is illegal to fly drones beyond the ‘line of sight’ – which for a drone is about 300 metres. In the recent Northland helicopter surveillance, the helicopter flight path was over 200 linear kilometres. Covering the same distance with a drone would require launching the drone from at least 300 locations – which is highly impractical. Drones do exist that can be safely flown beyond the line of sight, such as the \$750,000 drone owned by a Christchurch operator. CAA currently will not permit these drones to be flown beyond the line of sight. The Management Agency should transfer aerial surveillance to drones once CAA permits flying beyond the line of sight. This is expected to approximately halve aerial surveillance costs (from \$10,000 to \$5,000 each).

The Board requested the following changes to the proposal:

- Replace references to “accommodation” with “office space”
- Highlight the initial levy cost as well as what it will increase to in five years
- Use the word “estimated” to describe the value of the 41,000 beehives and associated products saved
- Review the benefits analysis in light of changes in market conditions
- State when the new levy will take effect from, not intermediate milestones
- Add a table in addition to table 2 highlighting how much beekeeper will pay in the first year.
- Change the column heading in table to read “Maximum 2024/25 Levy total (\$)”
- Change table 3 “122(2) Direction to notify place as apiary” to “122(2) Direction to notify unregistered apiary”
- Use the words “greater than” and “less than” instead of symbols in figure 1
- Write scenarios to highlight/clarify how the high-level plan described in figure 1 will operate. (Note that the case studies may need to be separate documents as they may

make the levy proposal too long). These scenarios should illustrate compliance and enforcement actions as well as surveillance.

- Cost summary table should include full listing of all activities proposed in the right-hand column (including existing)
- Cost summary table should include education
- Cost summary table should highlight AP1's/Operations Managers
- Add a footnote to the cost summary table to clarify that AQ management and administration costs were previously included under monitoring and auditing

The Board agreed the following decisions:

- Agreed the levy proposal subject to the changes requested being made.
- Agreed that the hive levy calculation should be based on the number registered hives
- Agreed the proposed levy timeline
- Agreed that the Minister should be briefed prior to releasing the levy proposal.

Ian advised Board that MPI/Government may require closer to 9 months to prepare the new levy order, and that the levy order could be completed in time for the 2020/21 levy year.

5. Hobbyist DECA

Clifton presented the Hobbyist DECA to the Board including its development history.

The Board requested the following changes to the Hobbyist DECA:

- Part 1.1 insert "AFB PMP"
- Insert "2" in "Part 2"
- Signature – replace "Beekeeper Registration Code" with "AFB PMP Registration Code"

The Board:

- Approved the Hobbyist DECA, subject to the above changes being made.
- Agreed to offering the Hobbyist DECA to hobbyists with an existing DECA.

6. Operations Reports (via Skype)

Marco presented his operations report.

Byron presented the AQ bimonthly report and provided an update on action items from previous meetings:

- The breakdown of AQ time spent counselling beekeepers since 1 Jul 2018 is almost ready
- Confirmed that the beekeepers hives were wrapped
- Advised that 600 apiaries have XY coordinates that puts them in the ocean. He has yet analyse the rate at which apiary's are being created with obviously incorrect XY coordinates and the rate AQ is resolving them.

The resolution of apiary XY coordinates was discussed and it was agreed that beekeeper should be advised of apiaries with incorrect coordinates and asked to resolve them.

The Board asked Clifton to follow-up on the DECA approval process with AQ including scanning DECA's

7. Matters for discussion

7.1. Health and Safety Report

Clifton presented the Health and Safety Report to the Board.

The Board acknowledged the February 2019 Health and Safety Report

7.2. Audit Report

The Board identified several issues with the audit reports including:

- Auditors not understanding that the Management Agency is a non-profit organisation expected to spend all of levies received on AFB control.
- Incorrect reference to previous entities such as Ministry of Agriculture and Executive Committee.

The Board approved the publication of the audit report subject to the corrections noted being made.

7.3. 2019/19 YTD Finance Report

Clifton presented the December 2018 year-to-date finance report to the Board.

The Board noted the forecast year end surplus of \$75,231 and decided that end of financial year surpluses would be used to fund the replacement of the Apiary Database and Apiweb in 2019/20.

7.4. Training Report

Clifton presented the Training Report to the Board.

7.5. Complaints Report

Clifton presented the complaints report to the Board.

8. Board member only section

9. Matters for noting

The Board noted the major correspondence received

10. Meeting finalisation

Next meeting Friday 10 May 2019

Meeting closed 4:45pm Thursday 7 February 2019.