

AFB PMP Management Agency Board Meeting Minutes

Date: 30 August 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 | |
| Hayley Pragert | |
| Mr Clifton King | (National Compliance Manager) |

Guests

| | |
|-------------------|---|
| Mr Byron Taylor | AsureQuality (item 7) |
| Karin Kos | Apiculture New Zealand (item 5) |
| Mr Ian Govey | Ministry for Primary Industries (items 3) |
| Mr Mike Harre | Ministry for Primary Industries (items 3 and 4) |
| Mr Marco Gonzalez | Management Agency (item 7) |

1. Meeting opening

1.1. Chairman's welcome

John welcomed everyone to the meeting.

1.2. Apologies

John Walsh Acting Director Readiness and Response provided an apology.

1.3. Director conflict of interest disclosures

John to advise Clifton of update to Interest Register

1.4. Previous Minutes

1.4.1. Confirmation

The following changes to the draft June minutes were requested:

- 1.2 spell Mike Harre correctly
- 4.2 change 'completed' to 'completing'

John Hartnell moved that the June 2019 minutes be accepted. Jason seconded, and the motion was carried.

1.4.2. Action list

The actions list was reviewed.

The Board noted the action list contained a significant number of historical items and needed to be tidied up before the next meeting.

2. National Compliance Managers Report

Clifton presented the National Compliance Managers report. Decisions and actions arising from the report are listed as follows:

- Board to ask MPI Director General to supply a copy of the AFB PMP audit report.
- Work on the Operational Plan is to be prioritised over replacing the Apiweb/Apiary Database system as the Operational Plan is a key foundation for the implementation of the Pest Management Plan.

3. American Foulbrood Levy Amendment – Tasks and Timeline

MPI briefed the Board on the process to amend the levy order.

4. Approval of business case for the replacement of ApiWeb/Apiary database system

Clifton briefed the Board on the updated business case following meeting with MPI.

The Board:

- Noted that the business case had been updated to reflect a project scope focused solely on Management Agency requirements,
- Approved the business case,
- Did not agree to the development and release of an RFI prior to the November Board meeting as they had previously agreed the priority was to write a new Operational Plan.

The Board also requested that:

- The recording of AFB Refreshers be added as a requirement, and
- That Asurequality be advised that Management Agency will require continued access to the Apiary Database for an interim period beyond 30 June 2020.

5. Research application to Honey Industry Trust

The Board discussed the research application to conduct scent analysis to produce reliable search and detection dogs. The Board:

- Noted that AFB detector dogs may be detecting a variety of scents from hives. These may be specific for AFB, or they may be secondary odours such as decomposing pupae.
- Agreed to endorse the research application to the Honey Industry Trust as this research has potential to provide the beekeeping industry with new information and tools to assist the elimination of AFB.

- Noted the intention to publish the research and to share all findings (i.e. all intellectual property will be shared.) This is a key condition of the Boards endorsement of the research application.
- Nominated Jason Ward to be on the project's governance body.
- Thanked Hayley for her advice on this project and asked her to identify an MPI dog handler to also be part of the project's governance.

6. Discussion on AFB training and continuing education

The Board discussed low commercial beekeeper attendance rates at AFB refresher courses.

The Board agreed to investigate the cost of importing a set of frames for each AFB Trainer, and making frames available for Beekeeping Clubs to purchase.

7. Operations Reports (via Skype)

7.1. Operations Manager Report

Marco presented the Operations Manager Report to the Board and provided an update on the findings from follow-up inspections from the Mid-Canterbury and Southern Wairarapa compliance operations as well and the AFB outbreak recently found in East Cape.

7.2. AQ Bimonthly Report

Byron presented the AQ Bimonthly report to the Board.

8. Approach to monitoring non-compliant beekeepers after the initial Management Agency actions on default

Clifton briefed the Board on the current approach to monitoring non-compliant beekeepers that had be served with a s128 notice, and sought direction on achieving the right balance between managing the risks that these beekeepers hives present to neighbouring beekeepers hives and the cost of Management Agency actions on default to the beekeeper concerned.

The Board had a robust discussion. They concluded that follow-up inspections of all hives owned by the defaulting beekeeper should be inspected by the Management Agency for a minimum of 18 months (i.e. three six monthly follow-up inspections), and that default inspections by Management would then cease providing that the beekeeper had demonstrated performance over time. The two key performance measures being:

- The number of AFB cases reported by the beekeeper is high relative to the number of AFB cases found at AP2 inspection. (Very few cases of AFB should be found at AP2 inspection if the beekeeper is implementing a thorough inspection regime.)
- The incidence of AFB in hives is decreasing over time.

9. Matters for Discussion

9.1. Health and Safety Report

Clifton presented the Health and Safety Report.

The Board noted that the identified training need for safely lifting hives should be included in the next report.

9.2. Unaudited accounts for 2018/19

Clifton presented the unaudited accounts for 2018/19 to the Board and advised that these were now with the Auditor.

The Board requested that the “Five Year Plan Development” cost code description be changed to “Levy Consultation” as this is a more accurate description of what the money was spent on.

9.3. 2018/19 YTD Finance Report

Clifton presented the YTD Finance report to the Board. He forecast a \$43,315 deficit at year end associated with performing a greater number of apiary inspections than budgeted for in June and July 2019, and recommended changes to bring the budget into balance

The Board was pleased the risk of overspending the budget this financial year had been identified early and the actions to address this were being taken. However, they were concerned that the forecast deficit may be overstated as the revenue from default inspections that had yet to be invoiced were not included in the forecast.

The Board:

- Requested that future forecasts should display the provision for bad and doubtful debts as a separate line item instead of forecasting the revenue net of bad and doubtful debts.
- Agreed to cancelling Helicopter Surveillance for 2019/20 to assist reduction of the forecast deficit.
- Did not agree to cancelling Honey Surveillance for 2019/20, but did agree to the program being scaled back to high risk beekeepers that had previously had positive honey samples.

9.4. Training Report

The Training Report was noted.

9.5. Complaints Report

Clifton presented the Complaints Report.

The Board noted that sending beekeepers TXTs of intended apiary inspections was an alternative that AP2s could use when they were unable to contact the beekeeper via a phone call.

10. Board member only section

11. Matters for noting

No matters noted.

12. Meeting finalisation

Next meeting Tuesday 19 November 2019

Meeting closed 4:30pm Friday 30 August 2019.