

# **AFB PMP Management Agency Board Meeting Minutes**

**Date:** August 2020

**Location:** Video Conference

## **ATTENDANCE**

### **Present**

John Hartnell (Chairman)  
Jason Ward  
Kim Poynter  
Russell Marsh  
Gabriel Torres  
Hayley Pragert  
Val Graham  
Mark Dingle  
Murray Lewis  
Dennis Crowley  
John Walsh  
Mr Clifton King (National Compliance Manager)

### **Guests**

Mr Mike Harre Ministry for Primary Industries  
Mr Marco Gonzalez Management Agency

## **Part 1: 9:00am 14 August 2020**

### **1. Meeting opening**

#### **1.1. Chairman's welcome**

John Hartnell welcomed everyone to the meeting. Dennis Crowley was introduced to the Board. John Walsh was welcomed back after several months working on the COVID-19 response.

#### **1.2. Apologies**

No apologies.

#### **1.3. Director conflict of interest disclosures**

No updates to the interest register.

#### **1.4. Previous Minutes**

##### **1.4.1. Confirmation**

The draft June Board meeting minutes were approved.

##### **1.4.2. Action list**

Clifton advised the Board on action list progress.

Matters arising from the review of action list are described as follows:

- John (Walsh) offered to assist engagement with MPI Investigations regarding the referral of offenses
- The Board noted that there has been a significant increase in the number of small honey extractors and packers – and that this needs to be factored into the planning of honey sample collection
- Russell will follow up with the Clean Hive Project regarding the presentation of their research in a report that assists readers to assess the significance of their findings for AFB control in New Zealand.

## **2. National Compliance Managers Report**

Clifton presented the National Compliance Managers report.

Matters arising as a result of review of the National Compliance Managers Report are listed as follows:

- National Bee Health System
  - A beekeeper ‘administrator’ was nominated to join the group of beekeeper Subject Matter Experts.
  - The need for communications and training materials to inform beekeepers how to use the new system was discussed. Clifton advised that training materials will be developed by Smartapps and that he will develop the communications materials during the time the new system is being piloted (December and January)
  - The Board advised that short videos advising beekeepers how to use the new system would be helpful – and that these should be inexpensive videos, e.g. shot with a smart phone.
  - The Board discussed the need for Board oversight of the project in addition to reporting by the National Compliance Manager, and decided that Gabriel should be provided with access to the requirements documentation, and that the Board should be informed of progress on a fortnightly basis through the provision of the ‘end of sprint’ reports.
- The Board discussed the need to publish a Privacy Statement describing the use of data. Clifton agreed that this should be done, but advised that developing a Privacy Impact Assessment (which underpins a Privacy Statement) is a substantive piece of work, and that given the high priority work underway and planned for the next couple of months he does not have time to address this. Gabriel advised that the Privacy Commission has a Privacy Statement Generator on their website and it only takes 20 minutes to develop a statement.
  - The Board agreed that a Privacy Statement would be developed using the Privacy Statement Generator.
- The Board discussed the need to put out communications informing beekeepers about what the Management Agency had achieved. It was agreed that the 5-year strategy should be used as the framework and that the communications should set out progress implementing the strategy. The Board agreed that this would be communicated in Clifton’s article in the October issue of the Beekeeper Magazine.

- A privacy breach by a beekeeper was discussed. Clifton advised that he was seeking legal advice.
  - The Board confirmed that legal advice should be sought on the matter, and
  - Directed that the Management Agency's insurer should be informed.

### 3. Budget and levy proposal

Clifton presented the 2021/22 budget and levy proposal to the Board.

The Board reviewed the proposal to increase the levy and decided that:

- Additional funding to provide advisory services to beekeepers should be removed from the budget as the Board is of the view that provision of advisory services beyond the current level of counselling via telephone should be a cost recovered expense
- An additional \$50,000 for honey surveillance was approved for inclusion in the budget
- Additional funding to initiate audits of beekeepers' compliance with their DECA should be removed from the budget. The Board was of the view that the current focus should be on communicating the importance of beekeepers complying with their DECA, and the need to initiate audits would be reconsidered at a later stage.
- The additional \$78,500 (gross) to ensure that beehives owned by all beekeepers that defaulted on their Certificate of Inspection requirements was approved for inclusion in the budget.

The Board discussed the budget required to review the National American Foulbrood Pest Management Plan at length. The Board was satisfied that consultation on a proposal to amend/continue the plan order is required to ensure that AFB continues to be under legislative control beyond 1 April 2023, and that the cost estimates were appropriate. However the Board questioned whether the Management Agency should be funding this cost or whether the government should fund the cost of reviewing the pest management plan given the small size of the beekeeping industry and the benefits of beekeeping to the wider economy.

John Walsh advised that government does recognise the importance of the beekeeping industry which is why government would be funding the years' worth of work to amend the plan order after the Management Agency had completed consultation on the proposal to amend/continue the plan order.

Further discussions were held advancing the rationale for government funding for the review of the plan order. The Board agreed that it would write to MPI seeking government funding for all of the work required to review the plan order.

The Board reviewed the overall budget for 2021/22 and decided that:

- Forecast AFB Training revenue of \$114,000 was too high considering the longer-term impact of COVID-19 on beekeepers' desire to attend training courses.
  - The Board noted that reductions in training revenue were associated with offsetting reductions in training expenditure.
- Forecast beekeeper communications expenditure of \$3,000 was too low and need to be increased.
- The forecast surplus for 2020/21 of \$21,871 was too low and that the budget should be adjusted to produce of forecast surplus of approximately 3% of revenue.

The Board reviewed the budget proposal for consultation and decided that:

- The proposal should lead with the proposal to set the levy for 2020/21 at a lower rate than the \$1.99/colony proposed levy order consultation.
- The value of honey exports should be updated to \$355 million in 2019
- That the value of the addition levy expenditure needed to be communicated more strongly.

The Board also agreed to:

- \$10,000 for a contracted policy analyst to independently analyse beekeepers submissions and present beekeepers views to the Board.
- Delaying the October Board meeting to November to enable the Board to meet to consider beekeeper submissions.

#### **4. Meeting Finalisation**

The Board agreed to complete the balance of the agenda at a second video call at 8am  
Wednesday 19 August 2020

Meeting closed 1:00pm Friday 14 August 2020.

## **Part 2: 8:00am 19 August 2020**

### **1. Meeting opening**

### **2. Operations Reports**

Marco Gonzalez and Dwayne Hill presented the Operations Manager report to the Board.

The Board discussed the importance of beekeepers notifying their cases of AFB and explored potential reasons why beekeepers may be reluctant to report cases of AFB. The Board noted the importance of providing strong positive messages on the importance of reporting AFB and the importance of complying with plan rules in general.

The Board noted that the AFB PMP is a behaviour change programme, that more communications are required to support this, and that the communications budget for 2021/22 should be increased.

John Walsh noted that the AFB PMP spends significantly less on communications (as a percentage of spend and absolute dollar amount) than either of the other two pest management plans (PSA-V and Bovine TB.) He also noted that while a significant amount of money was spent on NAIT communications, it was the greater emphasis on NAIT compliance and enforcement that was responsible for improving farmer compliance rates.

The Board agreed that Val would work with Clifton to revisit the communications budget for 2021/22.

### **3. Matters for discussion**

#### **3.1. Health and Safety Report**

Clifton presented the health and safety report to the Board.

The Board enquired what the health and safety policy was for AP2s working alone. Clifton undertook to follow-up on this and advise the Board.

The report was accepted by the Board

#### **3.2. Unaudited 2019/20 Finance Report**

Clifton presented the unaudited 2019/20 accounts to the Board.

#### **3.3. June 2020 YTD Finance Report**

Clifton presented the June 2020 YTD finance report to the Board.

#### **3.4. Training Report**

Clifton presented the Training report to the Board.

#### **3.5. Complaints Report**

Clifton and John Hartnell presented the complaints report to the Board.

#### **4. Matters for noting**

##### **4.1. Major correspondence**

Clifton presented the progress report on the implementation of the Operational Plan provided to the Minister, and the Ministers response that he was encouraged by our progress.

##### **4.2. Update Board calendar**

The Board agreed that the next Board meeting should be moved to 6 November 2020.

##### **4.3. Other matters for noting**

Russell presented ApiNZ's initial paper into providing the industry with an option to help assist with hive density.

The Board agreed to support the project in principle given that a tool of this nature may also give industry an opportunity to help slow the spread and wider impact of future AFB outbreaks.

#### **5. Appointment of Board Chair and Deputy Chair**

John Hartnell advised the Board that COVID-19 had prevented the Board from meeting face to face to determine whom should be the next Chair and Deputy Chair, and that he proposed to run a Doodle Poll instead. He enquired whether Board members were satisfied that they had sufficient information to consider the candidates who had put themselves forward.

The Board members confirmed that they did, and John undertook to run the Doodle Poll.

John advised that the new Chair would chair the next board meeting and that the next meeting would be the last meeting for both himself and Kim.

#### **6. Meeting finalisation**

##### **6.1. Next meeting**

Next meeting will be Friday 6 November 2020

##### **6.2. Meeting close**

The meeting closed at 10:00am.