

CONFIRMED MINUTES

MAY BOARD MEETING

At the **August Board Meeting** on **12 Aug 2021** these minutes were **confirmed with the following changes**:

Jason Ward and Clifton King attended via Zoom

Name:	The Management Agency National American Foulbrood Pest Management Plan
Date:	Friday, 21 May 2021
Time:	9:00 am to 4:00 pm
Location:	Board Room, Level 6 Harbour Tower, 2 Hunter Street, Wellington
Board Members:	Mr Russell Marsh (Chair), Dennis Crowley, Gabriel Torres, Mark Dingle, Murray Lewis, Val Graham
Attendees:	Jason Ward, Clifton King, Mike Harre, Gavin Romaine, Marco Gonzalez, Dwayne Hill, Janette Gwilliam
Apologies:	Hayley Praghert, John Walsh
Notes:	Jason Ward and Clifton King attended via Zoom

1. Opening Meeting

1.1 Confirm Minutes

April Board Meeting 16 Apr 2021, the minutes were confirmed with the following changes:

Remove advice on how ApiNZ should manage glyphosate proposal.



Minutes approved subject to removing advice on how ApiNZ should m...

Minutes approved subject to removing advice on how ApiNZ should manage the glyphosate proposal.

Decision Date: 21 May 2021
Mover: Val Graham
Seconder: Mark Dingle
Outcome: Approved

1.2 Action List

Due Date	Action Title	Owner
26 Mar 2021	Advise training organisation CEOs of NZ's beekeeping laws Status: Not Started	Clifton King
16 Apr 2021	Update Board Pro Interest Register Status: Completed on 21 Apr 2021	Mr Russell Marsh
23 Apr 2021	Clifton to place recruitment for a Senior Policy Analyst with a r... Status: Completed on 20 Apr 2021	Clifton King
14 May 2021	Brief Minister Status: Completed on 16 Jul 2021	Clifton King

Due Date	Action Title	Owner
21 May 2021	Mike to seek legal advise of the applicability of s53 of the Bios... Status: Completed on 6 Jul 2021	Mike Harre



Clifton to request MPI to advise of any AFB PMP issues the Minist...

Clifton to request MPI to advise of any AFB PMP issues the Minister may be concerned about.

Address issues raised as part of Ministerial Briefing

Due Date: 11 Jun 2021

Owner: Clifton King



Board Calendar

Provide Board Calendar. Should include all regulatory milestones, Board meeting dates and Review of AFB PMP Project milestones

Due Date: 6 Aug 2021

Owner: Clifton King

1.3 Interests Register

2. Management Reports

2.1 National Compliance Manager Report

Clifton presented the National Compliance Managers report to the Board.

The Board discussed the work programme delays associated with the effort required to ensure that the HiveHub project was successful, and the consequent delays in operational expenditure for the 2020/21 financial year. Consequently work that was planned to completed by 31 May 2021 will now be completed after 31 May 2021. The Board concluded that while this timing issue would impact both the 2020/21 and 2021/22 accounts the net effect would be zero as the Management Agency would still be delivering the work programme planned for both years.

2.2 Processing Official Information Act Requests

The Board discussed the Ombudsman investigation of the Management Agency's decision not to release a beekeepers information to another beekeeper under the Official Information Act (OIA). The Board noted that while the Ombudsman investigator had upheld the Management Agency's decision not to release confidential apiary and AFB notification information, several process shortcomings were also identified. These need to be addressed for subsequent OIA requests.



All OIA requests are to be processed in accordance with guideline...

All OIA requests are to be processed in accordance with guidelines published by the Office of the Ombudsman.

Decision Date: 21 May 2021

Outcome: Approved



OIA Procedures

Procedures for processing OIA requests to be presented to the Board for approval.

Due Date: 6 Aug 2021

Owner: Clifton King

2.3 Review of National American Foulbrood Pest Management Plan

The Board considered the project brief, stakeholder engagement plan, and draft presentation. The main items discussed are described as follows:

The content of table 1 (project plan) is too detailed, and is potentially leading. The potential primary objectives should be expressed at a higher level that provides beekeepers with greater ability to express their preferences. The inputs and benefits content is more appropriately presented in the second and third rounds of consultation after we have received beekeeper feedback on their primary objective preference.

The beekeeping industry represents an audience with diverse interests and reasons for beekeeping that are much more diverse than just hobbyist/commercial, and honey producer/pollinator. The Management Agency need to take steps to ensure that it understands the different segments of the beekeeping industry to ensure that they are appropriately engaged in the consultation process.

The timeline for the second round of consultation may be overly ambitious, as it may not allow sufficient time to both consider submissions from the 1st round of consultation and allow adequate time for preparation for the second round of consultation. The Board noted that delaying the start of the 2nd round of consultation risked causing a delay to the start the 3rd round of consultation. The Board decided to stay with the current timeline and to reconsider it at the August Board meeting.

The Board debated the merits of the planned communications budget and whether the communications budget was high enough. The Board decided that they required further detail on the planned expenditure prior to providing approval.

The Board debated whether consultation on the 2022/23 budget planned for September/October 2021 should be cancelled. The Board decided that this decision should be deferred to the August Board meeting.

The Board noted that LINZ is a significant land owner and should be included in the consultation process.

The Board noted that the following sources of advice may be available to assist planning engagement with Maori: MPI Te Uru Rakau Forestry Service Branch, Department of Conservation, OSPRI.

The Board reviewed the key messages and decided that:

Expressing the annual incidence of AFB as a percentage of hives was not intuitive. This information is better expressed as a multiple of the current incidence of AFB.

It is more appropriate to refer to Market Access requirements generically rather than making specific references to China and the European Union.

Communication of the benefits of AFB elimination should be delayed until the 2nd and 3rd consultation rounds. The Management Agency would use the first round of consultation to gain a better understanding of the different beekeeper segments and their interests.

The Board reviewed the draft PowerPoint presentation and decided that:

The purpose was to review the AFB PMP

The 4th slide should refer to "Feedback"

Consideration should be given to including the number of colonies in the annual incidence chart.



Project Brief and Stakeholder Engagement Strategy

The Board agreed that, subject to making the changes noted above, the Project Brief and Stakeholder Engagement Strategy collectively represent a viable plan for seeking Ministerial approval to amend/extend the National American Foulbrood Pest Management Plan

Decision Date: 21 May 2021

Outcome: Approved



Potential primary objectives for the amended/extend National Pest Management Plan

The Board did not agree that the five potential primary objectives and their associated inputs and benefits are suitable for consultation.

As noted above the potential primary objectives should be expressed at a higher level, and consultation on the inputs and benefits should be deferred until after beekeepers have been consulted on the potential primary objectives at the 1st round of consultation.

Decision Date: 21 May 2021

Outcome: Not Approved



Project Budget

The Board requested further detail on the planned expenditure prior to approving the project budget.

Decision Date: 21 May 2021

Outcome: Not Approved



Key Project Strategic Risks

The Board agreed that the key strategic risks have been identified and in the project and the proposed mitigations are appropriate with the exception of the 2022/23 budget consultation (see below.)

Decision Date: 21 May 2021

Outcome: Approved



Cancellation of 2022/23 Budget consultation

The Board did not approve cancellation of the planned September/October 2021 consultation on the 2022/23 budget.

The Board will revisit this decision at the August Board meeting.

Decision Date: 21 May 2021

Outcome: Not Approved



Amend Project Plan and Stakeholder Engagement Plan

Clifton to amend Project Plan and Stakeholder Engagement Plan as described above.

Due Date: 6 Aug 2021

Owner: Clifton King



Update PowerPoint presentation

Clifton to amend PowerPoint presentation as described above and circulate it to the Board for feedback

Due Date: 4 Jun 2021

Owner: Clifton King

3. Matters for Discussion

3.1 February YTD Finance Report

The Board noted its earlier conversation on the impact of work programme delays on the 2020/21 and 2021/22 expenditure. They also noted that the need to fund capital expenditure for HiveHub project may also have resulted in a more conservative approach to operational expenditure.

The Board discussed the potential impact of increasing beekeeper (hobbyist) and declining colony numbers on future revenue.



Beekeeper and Colony Statistics

Board to receive quarterly updates on how beekeeper and colony numbers are trending.

Due Date: 6 Aug 2021
Owner: Clifton King

3.2 Complaints Report

The Board noted the Complaints Report, and that they would ask follow-up questions when the Operations Report was presented.

3.3 Training Report

The Board noted the Training Report.

The Board noted the increase beekeepers trained by tertiary providers this year. We need to communicate with tertiary providers to ensure their instructors are providing the correct information to students

The Board noted that the training videos require updating and asked Janette to present a costed plan at the next Board meeting.



Training Videos

Janette to provide a costed plan to update the training videos to the August Board meeting.

Due Date: 6 Aug 2021
Owner: Janette Gwilliam

3.4 Health and Safety Report

The Board noted the Health and Safety Report.

4. Operations Report

4.1 Operation Manager Report

Marco and Dwayne presented the Operations Manager Report. The main items of conversation are noted below.

The Board noted the low number of AP2 inspections this autumn compared to the spring. Marco and Dwayne advised that this is a consequence of delays to the autumn inspection programme associated with transferring the inspection programme from the Apiary Database to HiveHub.

The Board enquired why the rates of AFB found were higher in the Southern than the Northern region. Marco and Dwayne advised that this was due to do the good quality AFB reporting

provided by beekeepers in the Southern region, and that high levels of migratory beekeeping in the Northern Region made it more challenging to find the sources of AFB.

The Board enquired about the process to investigate an allegation that two queens had died as a result of the inspection. They were advised that a different AP2 was sent to confirm the allegation. Their inspection confirmed that 2 beehives were queenless. However their inspection also confirmed that the queenless beehives did not have uncapped brood and that these beehives were already queenless at the time of the original inspection.

The Board enquired about AP2 training and received assurances that AP2s received annual training on how to inspect beehives, including the steps required to prevent damaging queens. AP2 also receive annual training the use of their AP2 powers and other legal requirements.



Marco to provide costed proposal for annual AP2 training for Clif...

Marco to provide costed proposal for annual AP2 training for Clifton to forward to Russell for approval

Due Date: 4 Jun 2021

Owner: Marco Gonzalez

5. Board Only Session

5.1 Board Only Session

6. Other Business

7. Close Meeting

7.1 Close the meeting

Next meeting: August Board Meeting - 12 Aug 2021, 9:00 am