



# Executive Committee Meeting Minutes

Meeting: Tuesday, 26 November 2019 commencing 10.00am.  
At the offices of MPI, 149 Lambton Quay, Wellington.

Present: Mike Wilson (Chairman), Richard Brake (Secretary), Cindy Code, Anna Hicks, Stephen Allington, Damien Fergus, Nigel King.

By Skype: Victoria Hamilton, Fred Hugues, John Karlake.

Apologies: Michelle Lang.

Note: *Action Points in Italics*

## Conduct during the meeting

The Chair reminded members that they should not put themselves at risk of any allegation of anti-competitive behaviour that could contravene the Commerce Act 1986. In particular, those present should not discuss prices, discounts or supply arrangements or any other matters that could be construed as lessening competition.

## Apologies

The apology was accepted.

Noted that Michelle has forwarded a proxy vote in favour of the Chairman

## Minutes

The minutes of the meeting held 11<sup>th</sup> June 2019 were approved as a true record.

## Matters Arising

There were no matters arising other than those recorded on the agenda.

## Membership

Since the last meeting:

Full membership applications have been received from

- Prime Range Meats Ltd of Invercargill (Brent Carford)
- Roar Pet Food of Tauranga (Kim Nuttal)
- Petlab Ltd of Parnell, Auckland (Clinton Beuvink)
- Greenlea Premier Meats Ltd of Hamilton (Julie McDade)
- Pet-Nutrients New Zealand Ltd of Frasertown (Luke Cheung)

No Associate membership applications were received

The Membership applications were accepted

A few outstanding subscriptions (other than Mars & Nestle Purina Petcare):

Full members

- Corsarii Petfoods
- Newflands
- Pacific Organics

Associate members

- Biofume Ltd

*Richard to notify and if no response delete them from the Members Register*

## Financials

The financials to the end of October and full year forecast were circulated.

Points to note:

- Total surplus of \$28.5k favourable. A little up on the last forecast.
- All income lines favourable and have some upside (subscriptions and sponsorship)
- Offset by adverse to budget meetings and conference.

It was agreed that a term deposit be made.

*Nigel to investigate how this might be done on the BNZ site.*

*Nigel & Stephen to confer regarding adding Stephen as a signatory*

## Subcommittee Reports

### Primary Processing

- Training/Am-Pm Course:  
RMG are progressing the developing of training and assessment materials, although progress is slower than originally forecast. RMG have forward these materials to MPI Animal Product Group for approval, which should be forthcoming in a few weeks.  
At the last meeting a sum of \$5,000 was earmarked but this is unlikely to be spent. It does not appear in the financial forecast.
- Skills Maintenance.  
The 2020 skills maintenance programme is scheduled to be an external assessment. This will be brought up at the PFISC meeting following. RMG Group may be able to provide this service.  
*Anna to discuss with RMG Group*
- Animal Welfare:  
Richard attended the last “End of Life” working group meeting 24<sup>th</sup> October.  
Main issue is industry sectors working with clients that are not complying with best practice.  
Richard is attending the Primary Industry Chief Executives Animal Welfare forum, this “End of Life” working group. Anna is attending the Farm to Processor Animal Welfare forum and there are other working groups in existence. This seems to be in need of streamlining.  
*Anna and Richard to discuss and then make contact with MPI*

### Export Focus

- China:  
The Secretary met with MPI Market Access, MIA and the Seafood Council on 17<sup>th</sup> October to discuss a way forward with the China OMAR.  
Agreed to implement the current trade list (retail-ready petfoods and raw materials that are in trade).  
China OMAR 19/33 published at the end of October notified and implementation date of 24<sup>th</sup> February 2020. MPI Market Access will call for a further expression of interest prior to Christmas.  
To be further discussed at the PFISC meeting following.
- Korea  
There are several issues with various product destined for Korea. MPI Market Access is working on these issues but most seem to stem from the internal Korea requirements. Contact has been made with NZTE Korea.  
Webinar scheduled for noon 27<sup>th</sup> November.
- Australia  
With the discovery of the IBDV virus in a South Island layer flock the Australian DoA have revoked import permits for non-retorted petfood containing poultry (and egg), with a significant impact.  
The issue is in a state of flux with MPI Market Access actively engaged with the DoA.  
Await genetic typing of the virus  
To be further discussed at the PFISC meeting following.
- The Raw Material Nutrient Project  
The project is coming together with work from Emma and Dave on sampling and analysis costs.  
Richard met with a SFF Futures advisor and received a positive response.  
*Mike, Nigel and Richard to meet to further development the plan.*

## Import

- Class determinations  
This remains a substantial issue for importers. Richard met with Karen Booth, Manager, ACVM on 16<sup>th</sup> July and there were subsequent meetings between companies and ACVM over the following few weeks. The issues remain. Richard has scheduled a further meeting following the PFISC meeting.  
*Richard to update importers*

## Technical / GAPFA

- GAPFA Conference held in Mexico 29<sup>th</sup> – 31<sup>st</sup> October  
Next ExCom meeting scheduled for 20<sup>th</sup> February
- Nutrition workstream telecon due in January  
Dietetic Petfoods work is underway  
Inorganic Phosphorus work is an issue and could be something to NZ's advantage  
Diet and DCM remains a hot topic of conversation.  
All minutes and comments are forwarded to Dave Thomas.
- Trade Facilitation workstream  
Global Health Certificate work continues  
Statement on safe sourcing principles is done  
A work group is forming on the development of global industry testing methods & the establishment of international MRLs in finished products.  
Next telecon due in January
- Communications workstream  
Paper on cross-border trade published  
Statement in support for OIE Rabies initiative has been published.  
Most work will revolve around revamp of the website.

## Relationships

- NZCAC  
Victoria reported on the NZCAC AGM held 8<sup>th</sup> August in Auckland. The association had forwarded a proxy vote in favour of Victoria. It was noted that the organisation is moving from an incorporated society to a charitable trust. It was also noted that the new General Manager is David Lloyd, who is expected to bring good skills to the role.

## **AGM and Conference 2020**

JetPark  
Cievents  
Booking website  
Sponsorship.  
Goody bags  
Programme circulated  
Trade tables

## **Strategy and OGSM**

Document further discussed and will be presented to the AGM as part of the Chairman's Report.

## **General Business**

There was no other General Business

## **Next meeting**

The next executive committee meeting will be held 10.00, Tuesday, 21<sup>st</sup> January in Auckland  
Main subjects are conference & budget

Dates for 2020 proposed are (all on a Tuesday)

21<sup>st</sup> January in Auckland  
21<sup>st</sup> March in Wellington followed by the PFISC meeting  
9<sup>th</sup> June in Wellington followed by the PFISC meeting  
15<sup>th</sup> September in Wellington followed by the PFISC meeting  
24<sup>th</sup> November in Wellington followed by the PFISC meeting

*Richard to forward dates to Anita*

Meeting closed at 12.35pm.

**Richard Brake**  
**Secretary**