



## Minutes of the APHA 123rd Annual General Meeting held on 17<sup>th</sup> November 2022 at the Union Jack Club Sandell Sreet, London.

<b>22/01</b>	<b>Chair's Welcome</b>																																																																																																																															
<p>The Chair, Jon Averbs, welcomed everyone to the meeting and thanked all for attending.</p> <p>It was confirmed that the meeting was quorate.</p>																																																																																																																																
<b>22/09</b>	<b>Award of Fellowships</b>		Person Responsible																																																																																																																													
<p>JA said that it had been decided to bring forward the award of fellowships to the start of the meeting.</p> <p>Fellowships were then awarded to:</p> <p>Laurence Dettman</p> <p>Timothy McKillen</p> <p>Gill Morgan</p> <p>JA thanked the new Fellows for their contribution to port health and the aims and objectives of the Association.</p>																																																																																																																																
<b>22/02</b>	<b>List of Attendees</b>		Person Responsible																																																																																																																													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">First Name</th> <th style="text-align: left;">Surname</th> <th style="text-align: left;">Authority</th> <th style="text-align: left;">Membership</th> <th></th> </tr> </thead> <tbody> <tr> <td>John</td> <td>Ambrose</td> <td></td> <td>Hon Associate</td> <td></td> </tr> <tr> <td>Jon</td> <td>Averbs</td> <td></td> <td>Hon Associate &amp; Chair</td> <td style="text-align: center;">JA</td> </tr> <tr> <td>Neil</td> <td>Beeken</td> <td>NE Lincs</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Ben</td> <td>Clemons</td> <td>Ashford</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Pete</td> <td>Coley</td> <td>SCPHA</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Laurence</td> <td>Dettman</td> <td></td> <td>Fellow</td> <td></td> </tr> <tr> <td>Bev</td> <td>Edmondson</td> <td>Dover</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Louis</td> <td>Franks</td> <td>LPHA</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Gary</td> <td>Gould</td> <td></td> <td>Hon Associate &amp; Exec Off</td> <td></td> </tr> <tr> <td>Sylvia</td> <td>Hudroge</td> <td>Hillingdon</td> <td>Corporate</td> <td></td> </tr> <tr> <td>John</td> <td>Laird</td> <td>Falkirk</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Gill</td> <td>Mciver</td> <td>Ashford</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Tim</td> <td>Mckillen</td> <td></td> <td>Fellow</td> <td></td> </tr> <tr> <td>Brenda</td> <td>Mcrory</td> <td>SCPHA</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Gill</td> <td>Morgan</td> <td></td> <td>Fellow</td> <td></td> </tr> <tr> <td>Paul</td> <td>Neagle</td> <td>Dover</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Gemma</td> <td>Page</td> <td>NE Lincs</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Andrea</td> <td>Smith</td> <td>Manchester PHA</td> <td>Corporate &amp; Vice Chair</td> <td></td> </tr> <tr> <td>Diana</td> <td>Tumova</td> <td></td> <td>Hon Associate</td> <td></td> </tr> <tr> <td>Patrick</td> <td>Vazan</td> <td>NW Leic</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Jaraoslava</td> <td>Vazanova</td> <td></td> <td>E&amp;J</td> <td></td> </tr> <tr> <td>Sam</td> <td>Walker</td> <td>Orkney</td> <td>PLaN</td> <td></td> </tr> <tr> <td>Owain</td> <td>Williams</td> <td>SRS</td> <td>Corporate</td> <td></td> </tr> <tr> <td>Dan</td> <td>Wilmott</td> <td>Bristol</td> <td>PLaN</td> <td></td> </tr> </tbody> </table>				First Name	Surname	Authority	Membership		John	Ambrose		Hon Associate		Jon	Averbs		Hon Associate & Chair	JA	Neil	Beeken	NE Lincs	Corporate		Ben	Clemons	Ashford	Corporate		Pete	Coley	SCPHA	Corporate		Laurence	Dettman		Fellow		Bev	Edmondson	Dover	Corporate		Louis	Franks	LPHA	Corporate		Gary	Gould		Hon Associate & Exec Off		Sylvia	Hudroge	Hillingdon	Corporate		John	Laird	Falkirk	Corporate		Gill	Mciver	Ashford	Corporate		Tim	Mckillen		Fellow		Brenda	Mcrory	SCPHA	Corporate		Gill	Morgan		Fellow		Paul	Neagle	Dover	Corporate		Gemma	Page	NE Lincs	Corporate		Andrea	Smith	Manchester PHA	Corporate & Vice Chair		Diana	Tumova		Hon Associate		Patrick	Vazan	NW Leic	Corporate		Jaraoslava	Vazanova		E&J		Sam	Walker	Orkney	PLaN		Owain	Williams	SRS	Corporate		Dan	Wilmott	Bristol	PLaN	
First Name	Surname	Authority	Membership																																																																																																																													
John	Ambrose		Hon Associate																																																																																																																													
Jon	Averbs		Hon Associate & Chair	JA																																																																																																																												
Neil	Beeken	NE Lincs	Corporate																																																																																																																													
Ben	Clemons	Ashford	Corporate																																																																																																																													
Pete	Coley	SCPHA	Corporate																																																																																																																													
Laurence	Dettman		Fellow																																																																																																																													
Bev	Edmondson	Dover	Corporate																																																																																																																													
Louis	Franks	LPHA	Corporate																																																																																																																													
Gary	Gould		Hon Associate & Exec Off																																																																																																																													
Sylvia	Hudroge	Hillingdon	Corporate																																																																																																																													
John	Laird	Falkirk	Corporate																																																																																																																													
Gill	Mciver	Ashford	Corporate																																																																																																																													
Tim	Mckillen		Fellow																																																																																																																													
Brenda	Mcrory	SCPHA	Corporate																																																																																																																													
Gill	Morgan		Fellow																																																																																																																													
Paul	Neagle	Dover	Corporate																																																																																																																													
Gemma	Page	NE Lincs	Corporate																																																																																																																													
Andrea	Smith	Manchester PHA	Corporate & Vice Chair																																																																																																																													
Diana	Tumova		Hon Associate																																																																																																																													
Patrick	Vazan	NW Leic	Corporate																																																																																																																													
Jaraoslava	Vazanova		E&J																																																																																																																													
Sam	Walker	Orkney	PLaN																																																																																																																													
Owain	Williams	SRS	Corporate																																																																																																																													
Dan	Wilmott	Bristol	PLaN																																																																																																																													

The minutes taken by Gary Gould – Executive Officer		GG														
<b>22/03</b>	<b>Apologies for Absence</b>	Person Responsible														
Apologies were received from  Carol Archibald - Tending BC Stacey Dallas-Thompson – Belfast City Council																
<b>22/04</b>	<b>Minutes of the 122<sup>nd</sup> Annual General Meeting, Union Jack Club, London</b>	Person Responsible														
BE said that her name had been spelled incorrectly. Other than that amendment the minutes of the previous meeting were accepted as a true record.  Proposed: John Ambrose Seconded: Andrea Smith Accepted unanimously.																
<b>22/05</b>	<b>Matters Arising</b>	Person Responsible														
There were no matters arising.																
<b>22/06</b>	<b>APHA Financial Statement - 2021/22</b>	Person Responsible														
The “filleted” accounts had been circulated prior to the meeting. GG explained that these were the figures that would be filed at Companies House and confirmed that the finances of the Association remained healthy. He confirmed that in the interests of transparency all the financial reports discussed at Board meetings were available to be accessed by members on the member’s area of the website.  There were no questions.																
<b>22/07</b>	<b>Members of the Executive Board</b>	Person Responsible														
GG reported that representation of the Executive Board of APHA was as follows:  <table border="0"> <tr> <td>John Laird</td> <td>Scottish PLaN</td> </tr> <tr> <td>Simon Fuller</td> <td>Welsh Plan</td> </tr> <tr> <td>Stacey Dallas-Thompson</td> <td>Northern Ireland PLaN</td> </tr> <tr> <td>Andrea Smith</td> <td>North PLaN</td> </tr> <tr> <td>Steve Bell</td> <td>South PLaN</td> </tr> <tr> <td>Carol Archibald</td> <td>East PLaN</td> </tr> <tr> <td>Jon Averbs</td> <td>Hon Associate</td> </tr> </table> He continued that the regional representation should be validated by the various PLaN Groups at their next meeting, unless they have recently done so.		John Laird	Scottish PLaN	Simon Fuller	Welsh Plan	Stacey Dallas-Thompson	Northern Ireland PLaN	Andrea Smith	North PLaN	Steve Bell	South PLaN	Carol Archibald	East PLaN	Jon Averbs	Hon Associate	
John Laird	Scottish PLaN															
Simon Fuller	Welsh Plan															
Stacey Dallas-Thompson	Northern Ireland PLaN															
Andrea Smith	North PLaN															
Steve Bell	South PLaN															
Carol Archibald	East PLaN															
Jon Averbs	Hon Associate															
<b>22/08</b>	<b>Chair’s Report</b>	Person Responsible														
JA then proceeded to deliver the Chair’s report as follows:  <i>Post COVID, there has been a gradual return to usual working methods and normal work. This has also led to the UK Health Security Agency to rethink its health protection system in England. It doesn’t appear at this stage that this will affect PH unduly, but we are keeping a watching brief.</i>  <i>The board has continued to meet remotely and I succeeded Gill as Chairman in January. I should like to thank Gill for all the hard work and time that she put into the Association, more of</i>																

*which later. I should also pay tribute to all the other board members for their diligence and dedication.*

*The year has been dominated by discussions concerning the post Brexit arrangements for imported food and feed controls. In one of many U turns that have been made by this government, they completely changed their approach. We are now engaged in negotiations with various government departments and agencies to determine what checks will be undertaken in future and we await their Target Operating Model with some apprehension. We will continue to represent the best interests of member authorities in an objective manner.*

*Membership now stands at: 33 Corporate, 26 PLaN, 4 Associate, 2 International making a total of 65 members. This represents an increase of approximately 100% since 2017.*

*On training, so far this year, we have delivered: 3 Ships Inspection Workshops and 4 Introduction to Ships Inspection Webinars. We continue to support, assist and promote the CIEH Coffee and Catch Ups, facilitating Imported Feed Training for port health officers that will be delivered by ACTSO.*

*The latest edition of the handbook was published this year. Unfortunately the government's decision to delay and revamp import controls has meant that the Imported Food section was out of date soon after being published. Once again, Gary Gould did all the hard work to compile the document.*

*We have continued to develop our relationship with Lansdowne Publishing who have assisted us with the handbook, our finances and administration. Our website is also due for review, so we will continue to work with Lansdowne for the best interests of the Association.*

*As you will hear later, our financial position is sound which is a result of the way in which Gary Gould has managed the organisation to such a high standard.*

*Gary is standing down as the Association's Executive Officer; he has done a fantastic job in turning the Association round both in terms of its effectiveness and financially.*

*During the course of the year we have considered different offers and arrangements to replace Gary, but unfortunately none of these came to fruition. However, we are now at an advanced stage of negotiations with London PHA to provide the services we require.*

*Next year we will see the outcome and implementation of the Target Operating Model that i mentioned at the start of my report. We will need to ensure that any proposals adequately protect animal and public health, and do not place a financial burden on enforcement authorities. There is also the potential for other legislation to be revoked or amended. The Board will represent member authorities and keep all member authorities fully briefed. Does anyone have a crystal ball to tell us where we will be this time next year?*

*Patrick Vazan raised his concerns that the control of personal imports of high risk food rests with Border Force who do not see enforcement of this as a priority. The responsibility should be transferred to port health. He continued that he sees illegal imports every day and BF do not have the resources to tackle them. JA replied that this was a long standing problem; however, evidence was required to demonstrate that BF did not have either the resource or capacity to deal with the issue. APHA could then use it as part of the representation to government.*

Person Responsible

*JA thanked John Ambrose, David Jones (Associate Members) and Andrea Smith, the Vice-Chair for their assistance in running the event. Also to the speakers for delivering what was an excellent day.*

Laurence Dettman added his thanks on behalf of the floor for such a great day and confirmed that events such as this one demonstrated the true value of the Association of Port Health Authorities.

There being no further business, JA concluded the meeting at 15.55pm.

DRAFT