

APHA EXECUTIVE BOARD - AGENDA 27th September 2023

Meeting held online via Microsoft Teams commencing 10:30

[Click here to join the meeting](#)

EB 23/31	Welcome	Chair
EB 23/32	List of Attendees	Chair
EB 23/33	Apologies for Absence:	Chair
EB 23/34	Declarations of Interest	Chair
EB 23/35	Minutes of the previous EB meeting – 18 th May 2023: a) Accuracy b) Matters arising that are not on the agenda.	Chair
EB 23/36	APHA Financial Report and Accounts. a) Income and Expenditure since the previous meeting. b) Budget 2023/24	LF
EB 23/37	Membership and Renewals. Cornwall PHA and Mersey PHA, Medway Council are not members. JA has approached Mersey and Medway but not successful.	LF
EB 23/38	Website Decided to go with the Lansdowne proposal for continuity and competitive quote. Lansdowne have agreed to develop a new website and it is at the development stage. The following pages have been done: <ul style="list-style-type: none"> • Home page • About Us (but not the staff pages) • Seaports • Animal Health. Feedback from the board would be appreciated. Link to new website at development stage: https://zoratron.com Any tabs/content that can be removed?	LF
EB 23/39	Training Courses run since the last board meeting: Ship inspection workshop Felixstowe 19 June 23 Ship inspection workshop Belfast 29 June 23 Planned courses:	LF

	<p>Introduction to ship inspection webinar 12 October 23 Ship inspection workshop Dublin. Date TBC. BASF pest control online training. Dates TBC.</p> <p>Stacey Dallas Thomson would like to update that Ship Sanitation training in Belfast took place on 29th June and was a success.</p> <p>Honorary member Timothy McKillen facilitated the training and Gary Gould, Timothy and I took the opportunity to review the feedback from the Water Sampling training course developed by Timothy and delivered in Belfast earlier in the year. Gary confirmed that APHA wished to take the training course forward as an APHA course and asked if Timothy wished to be the trainer; Timothy enjoyed developing the course however preferred that the course be delivered by APHA's dedicated trainers in future.</p> <p>Action for Timothy and Stacey – to review the course material before handing over to APHA.</p>	
EB 23/40	<p>Training Day and AGM 16 November 23 Confirmed speakers:</p> <p>DEFRA: Border Target Operating Model – Richard Watson (Biosecurity, Borders & Trade Programme Delivery Director)</p> <p>DEFRA: Trusted Trader – Jack Tilbury (Co-Head of Target Operating Model Design)</p> <p>FSA: Imported Food Intelligence – Sandra Westacott (Senior Imported Food Intelligence Manager)</p> <p>FSA: Imported Food update – David Lowe and Shamim Ali (Head of Imports)</p> <p>Suffolk Coastal Port Health Authority: NEOMA innovative new software to supersede PHILIS – Dale Weeding (Business Relationship Officer)</p> <p>Northern Ireland Windsor Framework – Martin Walker (Subject Expert)</p> <p>UKHSA Medical Entomology & Zoonoses Ecology: Mosquito surveillance Programme – Colin Johnston (Senior Medical Entomologist)</p> <p>Coventry University: Health Security in the Maritime Domain - Joe Davies</p> <p>Nutrastat (cruise ship pest control): Integrated Pest Management – Graham Hobson (Managing Director)</p>	LF

	<p>Carnival UK : Covid update procedures and policies – Mel Skipp (Director Public Health Policy)</p> <p>UKHSA Border Health Protection Team: Border Health Transformation – Emma Balmforth (Programme Manager)</p> <p>UKHSA Food, Water Environmental and Microbiology Services Colindale: Legionella – Sandra Lai (Clinical Scientist Unit Head)</p> <p>Awaiting confirmation for these speakers that expressed interest: CEO of Port of Dover, Doug Bannister, Freight Operations Brittany Ferries, NHS Public Health Scotland. Contact made with FERA re. sponsoring the event.</p>	
EB 23/41	<p>BRRG</p> <p>The board to discuss the Association’s involvement with the BRRG group. (Border Reform Research Group). Refer to email attached 19 September 2023 from Diana Tumova.</p>	Chair
EB 23/42	<p>MCA</p> <p>Julie Carlton of the MCA has reached out to the Association to review the MoU between the MCA and APHA. Also to work on updating the Food Safety Guidance on ships with other parties.</p> <p>Action: LF and JW to meet with Julie and her team.</p>	LF
EB 23/43	<p>Executive Team update:</p> <p>Newsletter is published monthly by JW and the mail chimp software has shown and increase in open emails and article clicks.</p> <p>Resurrection of the East of England PLaN Group, Brenda McRory to Chair and first in-person meeting to be held at Felixstowe 5 October.</p> <p>LF to update re. BTOM work.</p> <p>LF and JW are keen to hear feedback from the board re. dissemination of relevant port health information to the membership and how it could be improved.</p>	LF
EB 23/44	<p>Proposed Meeting Schedule:</p> <p>a. APHA Executive Board meeting schedule 2023/24</p> <p>(1) 15 Nov 23 Union Jack Club</p> <p>(2) 18 Jan 24</p>	Chair

	<p>(3) May 24 TBC (4) Sep 24 TBC</p> <p>b. AGM and Training Day 2024 TBC</p>	
EB 23/45	<p>Simon Fuller would like to bring to the attention of the board two issues:</p> <ol style="list-style-type: none"> 1. Use of IDB as a method of sharing data securely between port health authorities possibility of central money to fund. 2. Establishment of a quick consultation group to work with DEFRA to review new EHC's under the auspices of the association rather than interested parties. (just seeking to give the Association a stronger direct role in engagement) <p>Simon to elaborate further.</p>	Chair
EB 23/46	AOB	Chair