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HULL AND GOOLE PORT HEALTH AUTHORITY

13th March 2024

(Room 77, The Guildhall, Kingston upon Hull)

PRESENT: -

Councillors Neal T, Collinson (sub for Cllr Chambers), Hatcher, Jeffreys and Vickers.

IN ATTENDANCE: -

Sally Johnson (Chief Port Health Inspector), Annemarie Hamil (Chief Administrative Officer), Alison Gill (Senior Finance Officer, Hull City Council) and Philip Todd (Democratic Services Officer).

Minute No.	Business
1866	<p>COUNCILLOR BRIGGS</p> <p>The Chair announced the passing of Councillor Briggs whom she also served with on the Fire Authority. Councillor Vickers tributed Councillor Briggs as a supporter of the Hull and Goole Port Health Authority and North Lincolnshire Council who gave a lot of input and would be sadly missed.</p> <p>The Authority echoed the sentiments and held a minute's silence for Councillor Briggs.</p>
1867	<p>APOLOGIES</p> <p>Apologies were received from Councillors Chambers, Fudge, Pantelakis and Coultish.</p>
1868	<p>DECLARATIONS OF INTEREST</p> <p>No declarations of interest were made in respect of the items that follow below.</p>
1869	<p>MINUTES OF THE MEETING HELD ON 13TH December 2024</p> <p>Agreed – that, the minutes of the meeting of this Authority, held on 13th December 2023, having been printed and circulated, with the amendment to remove Councillor Briggs from being present and replaced with Councillor Vickers, be taken as read and correctly recorded and be signed by the chair.</p>
1870	<p>BUDGET MONITORING 2023-2024</p> <p>The Treasurer and Chief Port Health Inspector provided a report to inform members of the Authority's spending to the end of January 2024 compared to the approved budget.</p>

Minute No.	Business
	<p>The Authority was informed that the position was largely unchanged, apart from a potential increase to income due to a Defra grant and an increase in demand for services. The levy rebate reserve balance is expected to increase in line with expected income. Expenditure is in line with expectations. There is still uncertainty moving forward with the new border controls although this would not have a direct impact on the 23/24 financial year.</p> <p>The Board asked about the decrease in employee costs and were informed that new posts have been built in and recruitment was going ahead but this would impact the 24/25 financial year.</p> <p>Agreed – that the report be noted.</p>
1871	<p>RISK MANAGEMENT STRATEGY – REVIEW OF RISK REGISTER</p> <p>The Chief Port Health Inspector provided a report to inform the board of the outcome of the review of the Authority’s Risk Management Strategy and Risk Register.</p> <p>The Authority has a statutory responsibility to put arrangements in place to manage risk. The Board was informed that the register was subject to ongoing review by the Chief Port Health Inspector and Officer Management Group.</p> <p>The Board enquired about the streamlining of routine work to reduce the burden on remaining staff. The Chief Port Health Inspector advised that it would be pertinent in the future as the new border controls were implemented. The Authority was still undertaking recruitment in preparation for the delivery of the Border Target Operating Model but had failed to acquire a maternity cover Port Health Inspector.</p> <p>Agreed – that the report be noted and:</p> <ul style="list-style-type: none"> i. that the board approve the revised Risk Management Strategy and Risk Register.
1872	<p>IMPORTED FOOD CONTROL – UPDATE ON THE IMPLEMENTATION OF THE BORDER TARGET OPERATING MODEL AND AUTHORITY READINESS</p> <p>The Chief Port Health Inspector provided an update to members on the progress of readiness in preparation for the delivery of the Border Target Operating Model (BTOM). The second transitional stage of the BTOM was on course to be implemented from 30 April 2024, with the first transitional stage introduced as planned on 31 January 2024.</p> <p>The changes implemented in January predominantly related to traders and provided the ability for DEFRA to test the intended IT systems prior to April.</p>

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	<p>These changes therefore had therefore had minimal effect on Authority resources. From the 30 April 2024, PHA's were due to commence with documentary, identity and physical checks on imports of products of animal origin and high-risk food of non-animal origin arriving in GB. The new Border Control Posts at Hull and Killingholme are nearing readiness in preparation and had recently been subject to audit by the Animal and Plant Health Agency prior to receiving designation.</p> <p>The Authority has initially employed two contractor Official Veterinarians who will be responsible for the completion of controls on animal products and has also successfully recruited four Port Health Support Officers on temporary contracts. DEFRA, to date, has funded the preparations required for new Border Control Posts, including the recruitment of additional staff. This position was anticipated to cease in July 2024 when the Authority would then need to be able to provide a cost neutral service. Until the new borders regime was in its delivery phase there was no certainty on the number of consignments the Authority would be tasked with processing; fluctuation was expected initially as trade adjusted to the new regime and the availability of additional points of entry. The Chief Port Health Inspector continues to consult closely with DEFRA and other stakeholders to ensure the Authority's readiness for the April controls.</p> <p>The Board asked for further information on the prospects for the new staff posts given the uncertainty around their long-term viability. The Chief Port Health Inspector advised that the Authority would be required to fund the posts and would recover the associated costs by applying charges on imports. The Authority had appointed new roles on a fixed-term contract basis to try and mitigate the eventuality of being unable to provide a cost neutral service.</p> <p>A board member enquired about the status of the Goole Border Control Post. The Chief Port Health Inspector advised that there had been a control point for imports of high-risk feed but that this had been delisted several years ago. Goole would not be a control post therefore imports of food requiring controls could not arrive into GB via Goole.</p> <p>The Board requested further detail of the proposed charges, noting that there were plans for 'trusted traders' to be able to receive checks inland, potentially resulting in a loss of income for the Authority. The Chief Port Health Inspector stated that this was a concern that several Port Health Authority's had raised with DEFRA.</p> <p>The Board indicated their interest in visiting the sites once the new controls had been implemented.</p> <p>Agreed – that the report be noted and:</p>

Minute No.	Business
	<p>i. that a site visit for the Board be arranged following implementation of the new model.</p>
1873	<p>QUARTERLY SUMMARY NOVEMBER 2023 TO JANUARY 2023</p> <p>The Chief Port Health Inspector submitted a report which detailed the quarterly summary of the Authority's work in respect of inspections, notifications and investigations undertaken during the period November 2023 to January 2024.</p> <p>Agreed – that the report be noted.</p>
1874	<p>ALISON GILL</p> <p>The Chief Port Health Inspector gave thanks to Alison Gill as it was her last meeting with the Authority. The Chief Administrative Officer noted her appreciation for all the support and help along the way and the Chair along with the Board gave their thanks.</p>