



Animal &
Plant Health
Agency

Animal and Plant Health Agency
Access to Information Team
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enquiries@apha.gov.uk

www.gov.uk/apha

Our Ref: ATIC2863

[REDACTED]
{By Email}

13 September 2022

Dear [REDACTED]

PROVISION OF REQUESTED INFORMATION

Thank you for your request for information about APHA transparency, which APHA received on 17 August 2022. Your request has been handled under the Freedom of Information Act (FOIA) 2000.

The information you requested and the response is detailed below:

“Can you please tell me the following?”

“(1) When was your organisation’s framework agreement last reviewed or updated?”

The APHA Framework was published in 2014. It was reviewed the first part of 2022 and is awaiting sign off and the revised framework is due to be published in October 2022.

“(2) Do you carry out impact assessments before introducing a new policy or regulation?”

APHA is a delivery body for the Department for Environment, Food and Rural Affairs (DEFRA), Scottish and Welsh governments and does not draft or introduce policy – but it delivers the policy of the three administrations. APHA is a Regulator and abides by the Regulators Code.

“(3) Do you keep a register of interests for board members or senior figures, and if so, can you please supply me with a copy of the latest version?”

APHA does keep a specific register of interests for Board members as these are recorded in the minutes of each board meeting rather than a separate register. Members are asked to update and inform the board at each meeting of any new or amendments to declarations of interest. APHA do not hold a specific register therefore this information is not held.

“(4) Do you keep a register of hospitality/gifts received by board members or senior figures, and if so, can you also supply me with data for the last three years?”

APHA has a hospitality and gifts register and this is held centrally by the Agency for all staff. This should be requested from the APHA Risk and Assurance Manager, who is part of the APHA Finance Team and the email address is:

APHAAuditandGovernance@apha.gov.uk

Information disclosed in response to this FOI request is releasable to the public. In keeping with the spirit and effect of the FOI and the government’s Transparency Agenda, this letter and the information disclosed to you may be placed on GOV.UK, together with any related information that will provide a key to its wider context. No information identifying you will be placed on the GOV.UK website.

An Annex is attached which explains the copyright that applies to the information being released to you and contact details should you be unhappy with the service you have received.

If you have any queries about this letter, please contact the Access to Information Team at the email address below or postal address at the top of this letter.

Yours sincerely

ACCESS TO INFORMATION TEAM

Email: enquiries@apha.gov.uk

Annex

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Complaints

If you are unhappy with the service you have received in relation to your request, you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under regulation 11 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to the Access to Information Manager at the address at the top of this letter or email enquiries@apha.gov.uk and the team will arrange for an internal review of your case.

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner's Office (ICO) for a decision. Please note that generally the ICO cannot make a decision unless you have first exhausted APHA's own complaints procedure. The ICO can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

If you need to contact the ICO, it's best to do so online. Please click [here](#) for contact details. You can also call them on 0303 123 1113.