



Department
for Environment
Food & Rural Affairs



**SUSTAINABLE
FUTURES**



Animal &
Plant Health
Agency

Animal and Plant Health Agency Non-Executive Director



Why Join APHA?

APHA is tasked with a simple but powerful mission... **“Safeguarding animal and plant health for the benefit of people, the environment and the economy.”**

The Agency was created by the merger of the former Animal Health and Veterinary Laboratories Agency with Plant Health, the GM Inspectorate and the Plant Varieties and Seeds Office and then, in 2018, the Horticultural Marketing Inspectorate. This powerful join up of science with field, technical, border and trade expertise has been essential in protecting animal and plant health for the UK, Scottish and Welsh governments.

We carry out this mission with pride and professionalism, with our world class team delivering world leading science. Recent years have seen our importance grow – our exit from the E.U., the global pandemic, the increasing reality of climate change and the growth of zoonotic diseases combine to make our work of vital importance. Our food security and affordability can be affected overnight by events in faraway parts of the world. A potential threat is just around the corner and could strike us at any time without warning. APHA is on the very frontline of maintaining this country’s animal and plant health and so human health too, UK trade and so our economy depends upon the work we do.

We currently have just over 3000 employees spread across more than 60 sites in Great Britain. We have secured significant new investment in our National Biosecurity Centre at the Weybridge Headquarters in Surrey, which will equip our scientists with the facilities they need to retain our place in the forefront of global scientific research. We are proud of the national and international reputation which APHA has for the quality of our science and our services to our customers. First among these are our farmers and growers on whom the nation depends.

The Agency is lead by a committed, professional and delightful team, with Jenny Stewart, the interim APHA Chief Executive and Elizabeth Buchanan, the Lead Non-Executive Director and a range of experienced Executive Directors and Non-Executive Directors.

The APHA’s Steering Board helps to steer the strategic direction of the agency, making sure the agency meets its targets and manages risk and how we work and communicate with Defra.

APHA is looking for a Non-Executive Director with a real understanding of digital, data, technology and cyber security as we embark on an extensive upgrade programme of our legacy technology estate so now is a particularly important and exciting time to be joining the Agency as a Non-Executive Director.

Jenny and I thank you for your interest in this role and we hope you are as excited by the work of APHA as we are.



Elizabeth



Jenny

Why Join APHA?

"APHA is a vital part of the Defra family. Its work keeps the country, farmers and growers safe from animal and plant diseases, protecting taxpayers from the burdens of dealing with outbreaks and is a vital link to ministers in policy creation and implementation. Defra is looking for a Non-Executive Director for APHA who understands the current challenges for the organisation and in the years to come"

Emily Miles
Defra Director General for Food, Biosecurity & Trade



About APHA

We safeguard animal and plant health for the benefit of people, the environment and the economy. Our headquarters is located in Weybridge, Surrey and we employ around 3000 staff, based at various sites across GB.

We are responsible for:

- identifying and controlling endemic and exotic diseases and pests in animals, plants and bees, and surveillance of new and emerging pests and diseases
- scientific research in areas such as bacterial, viral, prion and parasitic diseases and vaccines, and food safety; and act as an international reference laboratory for many farm animal diseases
- facilitating international trade in animals, products of animal origin, and plants
- protecting endangered wildlife through licensing and registration
- managing a programme of apiary (bee) inspections, diagnostics, research and development, and training and advice
- regulating the safe disposal of animal by-products to reduce the risk of potentially dangerous substances entering the food chain



What we do

- Surveillance for new, emerging and re-emerging animal, plant and bee pests and diseases
- Identification and control of Notifiable pathogens (diseases and pests) in animals, plants and bees with the ultimate aim of eradication.
- Monitor compliance with animal welfare regulations and respond to reports of welfare problems
- Health certification for animal, plant and plant material exports, and inspection and testing of imports
- Regulate the marketing of eggs
- Oversee the GB Poultry Register
- Oversee the Pet Travel Certification, which allows pet dogs, cats and ferrets from certain countries to enter the UK without quarantine as long as they meet certain requirements.
- Manage the National Listing of new plant and seed varieties, a pre-requisite for marketing a plant variety
- Administer the process for plant breeders' rights and seed certification
- Provide a national and international reference laboratory facility for a wide range of animal diseases
- Laboratory tests for surveillance, international trade, research projects and commercial customers
- Provide a range of specialist scientific services for private sector customers



Sustainable Futures - our strategy on a page

Our APHA strategy, '**Sustainable Futures**', provides each of us with a blueprint to achieve our **mission** to protect animal and plant health to benefit people, the economy and the environment'.

It includes our strategic pillars of **Protect**, **Innovate** and **Promote**, and our One APHA principles of **People** and **Place**.

Our mission: To protect animal and plant health to benefit people, the economy, and the environment.



Protect

We protect the UK from animal and plant-related threats to human health, the economy and the environment.

We will do this by:

- Stopping disease and pests arriving in the country
- Preparing for and responding to emergencies, pest and disease outbreaks
- Robustly regulating animal welfare
- Minimising the impact of animal and plant-related threats on the nation's health, food security and environment
- Proactively identifying and mitigating threats to the nation's animal health, plant health, human health, food security and the environment, including those increased by climate change.



Innovate

We are an innovative organisation that enables industry to innovate and thrive.

We will do this by:

- Delivering excellent services that are simple and easy to use for our customers and our people
- Driving data and evidence-based regulation and policy that enables the UK sector to thrive
- Exploiting opportunities to use our innovations to drive up standards and create value for the taxpayer
- Driving and supporting innovation through our research and development, regulatory activities and work with industry and other partners.



Promote

We promote and assure animal health, plant health and animal welfare to support the UK's productivity and trade.

We will do this by:

- Educating and incentivising people to protect our animal and plant health
- Ensuring trust and confidence in UK animals, plants and products
- Sharing our expertise to shape global standards that drive sustainable economic growth and trade
- Growing global capability to address threats to animal and plant health at source by sharing our expertise
- Working in partnership with industry, stakeholders and others to drive better bio security and welfare.

To deliver our mission we work as One APHA, following our principles of People and Place:



People

- We value our people, develop their skills and expertise, enhance their health, safety and wellbeing, and provide an inclusive environment in which everyone can thrive
- We provide our people with the right tools to do the job
- We deliver change well and enable our people to continuously improve.



Place

We act locally to deliver nationally, maximising the benefits of our links with the local communities we are embedded in across the UK
We minimise our environmental impact and make APHA's operations sustainable and net zero
We future-proof the high-tech infrastructure that underpins our ability to deliver through our Science Capability for Animal Health and change programmes.



The role

The role

This vacancy is for an APHA Non-Executive Director, who will sit on our Steering Board and be a member of the Audit and Risk Assurance Committee (ARAC). They will be well organised and have proven business experience at a senior level. Alongside externally recognised credentials, we are particularly interested in individuals who are able to offer skills and experience in Digital, Technology and Cyber Security spaces.

We are looking for a Non-Executive Director who will bring diversity of thought to the work of the Steering Board and ARAC, and who can demonstrate a passion for our work. You do not need to be an expert in animal and plant health, but someone who has already made a real difference as a non-executive or executive or who can demonstrate how they could do so, in their own field.

The structure of the APHA Steering Board is agreed with Defra by the Director General of Food Farming and Biosecurity and the APHA Chief Executive. The Steering Board is chaired by our Lead Non-Executive ('the APHA Chair') who is responsible to the sponsor minister and will report through the Chief Executive and Defra Director General as appropriate. The Board comprises of four other Non-Executive Directors, the Chief Plant Health Officer (CPHO), the Chief Veterinary Officer (CVO), and APHA Executive Directors (Including the Chief Executive) and representation from the Welsh and Scottish Governments.



The role you will be doing

All our non-executives contribute to the Steering Board's and ARAC work and the achievement of its objectives through Board and committee meetings, and other tasks assigned by you by our Lead Non-Executive Director.

As an APHA Steering Board member and ARAC member, you will:

- attend all Steering Board meetings and maintain a high level of discussion and debate;
- provide advice about strategy and policy, and the delivery of customer objectives;
- ensure issues are explored from a range of viewpoints, promoting inclusion and engaging with stakeholders when necessary;
- review and provide advice about performance, respecting the principles of good governance, supporting and holding the executive to account without becoming involved in the running of the business;
- make well informed contributions to debate and discussion at Board meetings to aid collective decision-making;
- provide effective oversight of financial and risk management and governance;
- maintain high personal standards in relation to personal behaviour and uphold the Nolan principles of public life.
- attend all ARAC meetings and maintain a high level of discussion and debate;
- ensure an annual ARAC effectiveness review is performed. Compliance with the Corporate Governance Code, Code of Conduct for ARAC Members and rules relating to the use of public funds and conflicts of interest;
- contribute to the delivery of the Annual Report & Accounts and Business Plans;
- communicate regularly with the other APHA NEDs and senior officials.

Vacancy Information

Job Title and organisation

APHA Non-Executive Director

Vacancy reference

APHA-NED-0125

Location

APHA's Headquarters, Weybridge, Surrey
(The APHA Steering Board and ARAC meet as a combination of physical and virtual meetings across Great Britain.)

We want to support your wellbeing by ensuring that flexible working is at the heart of our people offer. Our flexible working policies create an environment in which managers and employees are happy and comfortable talking about flexible working options. These include where you work, when you work and how you work. These discussions help to balance the freedom to choose with the responsibility to meet business needs.

Remuneration

The salary for this role is £500 per day (fee based)

Approximately 20/30 days per year

Reasonable expenses payable

Contract Type

Fixed-term*

*The appointment is for a fixed term of up to three years. Thereafter, whilst not automatic, an extension period of up to three years may be granted.

Security Clearance

The security clearance for this role is Security Check (SC)



Seven Principles of Public Life

Selflessness: Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity: Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity: In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability: Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness: Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty: Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership: Holders of public office should promote and support these principles by leadership and example.



Animal & Plant Health Agency

We are...
building a
greener future





Selection Process

Our Selection Process

It is essential that you provide evidence and proven examples in your application against each of the selection criteria.

We are looking for a candidate who will bring diversity of thought to the work of the Steering Board and ARAC, and who can demonstrate a passion for our work while bringing real expertise in digital, data and cyber security.

In light of the substantial data assets that APHA manages, and the current programme being delivered to improve our IT systems, we are looking for a NED with a proven track record in leading and implementing large-scale digitally enabled transformation initiatives within similar complex public or private sector environments, to deliver service improvements and cost savings for the government, including impacts on people, process and technology.

You do not need to be an expert in animal and plant health, but someone who has already made a real difference as a non-executive or executive or who can demonstrate how they could do so in this very specific area of knowledge.

Essential criteria:

- Good understanding of relevant laws, regulations and industry standards relating to data protection, AI and AI ethics, in addition to cybersecurity frameworks, threat landscapes, and risk management practices to ensure robust protection of sensitive data and digital assets;
- Familiarity with economic crime, fraud detection or intelligence led businesses;
- Knowledge of Government Digital Service Standard and/or other examples of benchmarking good practice in digital service delivery;
- Recent familiarity with any of the following robotic process automation (RPA) solutions, complex systems integration programmes, addressing legacy, with a focus on continuous improvement.

The Application Process

What you need to do to apply

To apply you will need to create an account or sign in to 'Apply for Public Appointment Service gov.uk' by **the deadline of noon on 02/05/2025** quoting reference **APHA0125**. Once logged onto your account, click on 'apply for this role' and follow the on-screen instructions.

- A copy of your CV of no more than two sides of A4 with education, professional qualifications and employment history and the names and contact details for two referees.
- A statement of suitability giving evidence of the strength and depth of your ability to meet the essential criteria for this role. Please provide specific examples to demonstrate how you meet each of the criteria (max two pages please).
- Completed monitoring form (**Diversity Information and Conflicts of Interest Form**)

For further information please email: Krista Rooney at SM.APHA.EXEC.OFFICE@apha.gov.uk

How we decide whom to invite for interview

Applications will be considered by the APHA Lead Non-Executive Director, the Defra Director General for Food, Biosecurity & Trade, the APHA Chief Executive and an independent panel member.

Short-listing will determine which candidates best demonstrate that they have the specified qualities and experience, who will then be invited for interview. It is therefore essential for your application to include full but concise information/evidence relevant to the appointment based on the personal attributes and experience.

Interview arrangements

Interviews are expected to take place in person at the APHA Headquarters in Weybridge and will last approximately 1 hour. Further details about the format will be provided to you in advance.

References will be taken up prior to interview.

Other information

Please let us know what adjustments we can put in place to help you through the recruitment process if you are disabled.

Timeline

Please note that this timeline is indicative at this stage and could be subject to change. The anticipated timetable is as follows:

Application Closing Date	May/June 2025
Shortlisting Outcomes	May/June 2025
Interviews Conducted	June 2025
Interviews Outcomes	June 2025
Potential Start Date	July 2025



SUSTAINABLE FUTURES

Candidates are asked to note the above timetable, exercising flexibility through the recruitment and selection process as it may not be possible to offer any alternative dates for assessments or interviews.

Equality, Diversity & Inclusion

We passionately believe in equality, diversity & inclusion and we match that belief with action.



Defra is committed to being an organisation in which fairness and inclusion are central to all our working relationships. At Defra we want you to have a respectful, welcoming and engaging working environment, free from discrimination regardless of age, disability, gender identity, marriage and civil partnership status, pregnancy and maternity, race, religion or belief, sex, sexual orientation, social background, trade union activity, caring responsibilities or working pattern. We encourage applications from neurodiverse people and believe it is only through having a mix of ideas and ways of thinking that we will be able to have a culture which produces high quality work.

We have many active staff networks including Age, Mental health, Cancer, Carers, Disability, EU nationals, Ethnic

Minority, Faith, Lesbian, Gay, Bisexual, Asexual and Transgender (LGBAT+), Social Mobility, Women and Worklife Balance. They are supported by senior champions and encouraged to take an active part in the development of our organisation.

We offer career development through a range of both internal and Civil Service wide talent schemes, mentoring, sponsorship and reverse mentoring. Our senior leaders talk authentically and with passion about what they are doing personally to support equality, diversity and inclusion. We promote and support a range of flexible working patterns to enable staff to balance home and work responsibilities, and we treat people fairly irrespective of their working arrangements. The inclusion of all of our employees is very important.

Things you need to know

Security Clearance

You will be required to have SC security clearance for this role, and this will need to be completed on appointment if you do not already have this in place. APHA will take this forward on your behalf if require. You can find out more about National Security Vetting at <https://www.gov.uk/government/publications/united-kingdom-security-vetting-clearance-levels/national-security-vetting-clearance-levels>

Disability Confident Scheme for Disabled Persons

We are committed to making reasonable adjustments for Disability Confident Scheme applicants and will try to remove any barriers so you are not at a disadvantage during the selection/recruitment process/ interview / assessment including; allowing extra time during selection tests; ensuring that information is provided in an accessible format or; by providing training. We are also committed to interviewing all applicants with a disability who meet the minimum criteria for the role applied for.

If you feel that you may need a reasonable adjustment to be made, or you would like to discuss the disability confident scheme in more detail please contact us in the first instance. If you wish to receive a hard copy of the information, or in an alternative format e.g. Audio, Braille or large font then please contact:

defrarecruitment.grs@cabinetoffice.gov.uk

Equal Opportunities

Defra values equality and diversity in employment. We are committed to being an organisation in which fairness and equality of opportunity is central to the approach in business and working relationships and where the organisational culture reflects and supports these values. In Defra you have the right to a working environment free from discrimination, harassment, bullying and victimisation regardless of race, ethnic or national origin, age, religion, sex, gender identity, marital status, disability, sexual orientation, working hours, trade union membership or trade union activity.





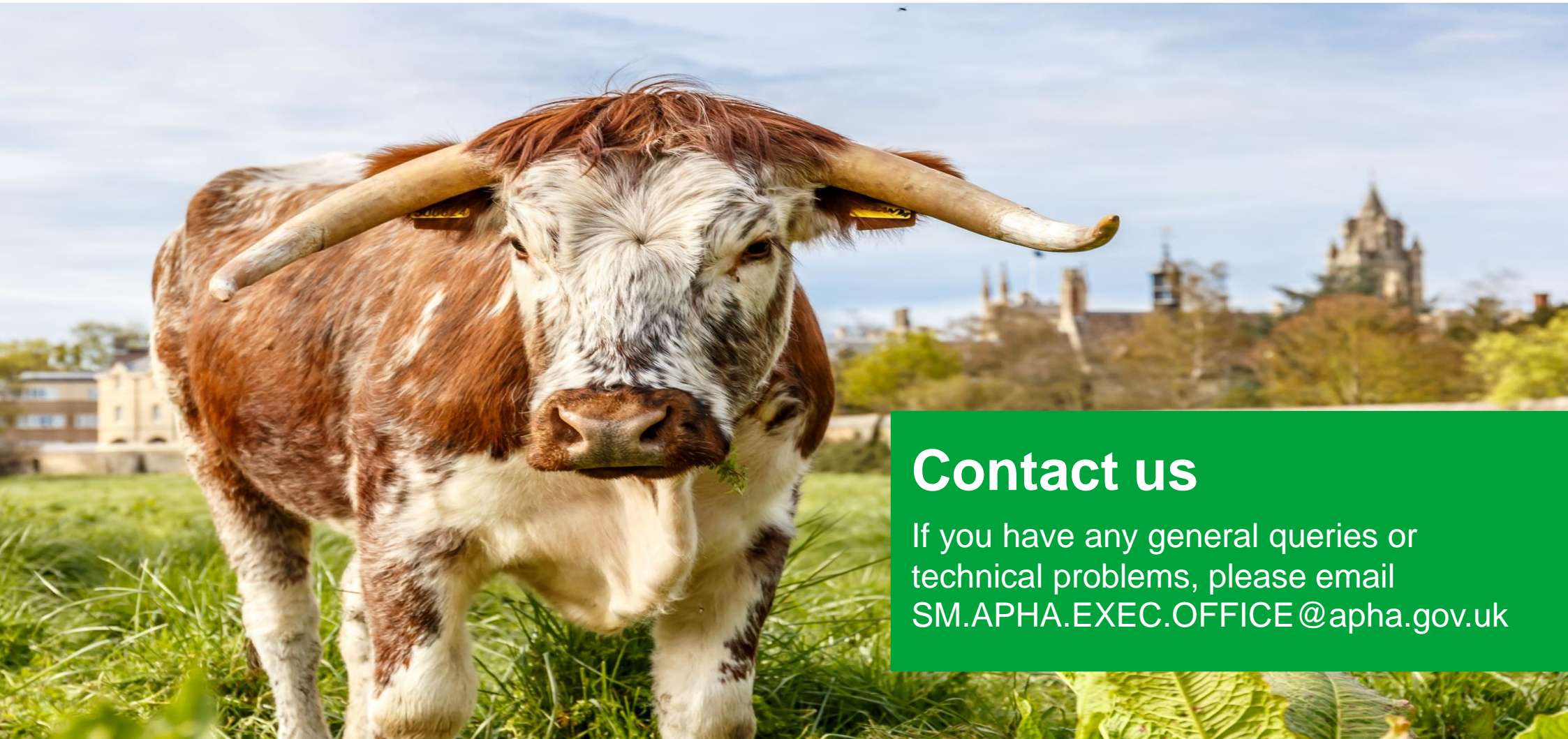
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Contact us

If you have any general queries or technical problems, please email SM.APHA.EXEC.OFFICE@apha.gov.uk