



# Minutes

<b>Title of meeting</b>	47th GLA Board Meeting		
<b>Date</b>	14 October 2015	<b>Time</b>	11:00
<b>Venue</b>	Nottingham		
<b>Chair</b>	Margaret Beels (MB)	<b>Secretary</b>	Jennifer Clarke (JC)
<b>Attendees</b>	Simon Allbutt (SA) Angela Coleshill (AC) Linda Dickens (LD) Marshall Evans (ME) Paul Williams (PW) William Butler (WB)		
	<b>In attendance</b> Paul Broadbent (PB) Chief Executive Darryl Dixon (DD) Director of Strategy Nicola Ray (NR) Director of People & Licensing Jennifer Clarke (JC) Communications/L&D Officer		
	<b>Observers</b> Offer Stern-Weiner Home Office (part) by teleconference Laraine Spackman HMRC (for Agenda item 6)		

## Apologies

1	<b>Introductions</b>	<ul style="list-style-type: none"><li>MB welcomed Laraine Spackman and Board members to the meeting.</li></ul>
2	<b>Apologies</b>	<ul style="list-style-type: none"><li>None.</li></ul>
3	<b>Declaration of Interest</b>	<ul style="list-style-type: none"><li>ME as a licence holder.</li></ul>
4	<b>Minutes of the Previous Meeting</b>	<ul style="list-style-type: none"><li>The minutes of the 46th Board meeting were agreed.</li></ul>

5	<b>Appointment of Deputy Chair</b>	<ul style="list-style-type: none"> <li>Linda Dickens was appointed to the position of Deputy Chair of the Board.</li> </ul>
6	<b>Action Points from Board Meetings</b>	<p><b>Note actions carried forward:</b></p> <ul style="list-style-type: none"> <li>21.7 The Worker Victim Liaison Group will take responsibility for this (Agenda item 19.3).</li> <li>23.6 Laraine Spackman updated the Board on the joint working with HMRC. A further update will be given at the January Board meeting.</li> <li>29.3 Board members mid-year appraisals to be arranged.</li> </ul>
7	<b>Declaration of Urgent Business</b>	<ul style="list-style-type: none"> <li>None.</li> </ul>
8	<b>Immigration Bill – Update from the Home Office</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>Offer Stern-Weiner updated the Board on the ‘Tackling Exploitation in the Labour Market’ Government consultation document launched on 13.10.15. <a href="https://www.gov.uk/government/consultations/labour-market-exploitation-improving-enforcement">https://www.gov.uk/government/consultations/labour-market-exploitation-improving-enforcement</a></li> <li>The consultation document was issued jointly by the Department for Business Innovation and Skills (BIS) and the Home Office and seeks the views of the public on four key proposals to build on the effectiveness of the current labour market regulatory regime. <ul style="list-style-type: none"> <li>Establish a statutory Director of Labour Market Enforcement, who will set priorities for the three named enforcement bodies (GLA,EAS,NMW) across the spectrum of non-compliance, from criminally-minded exploitation to payroll errors.</li> <li>Create a new offence of aggravated breach of labour market legislation;</li> <li>Increase intelligence and data sharing between the existing enforcement bodies and also other bodies</li> <li>Strengthen the targeting of enforcement; and to widen the remit and strengthen the powers of the Gangmasters Licensing Authority.</li> </ul> </li> </ul> <p><b>Action</b></p> <ol style="list-style-type: none"> <li>As Board members had received the consultation document only 24 hours previously, when it had been published it was agreed <ol style="list-style-type: none"> <li>Board members should send in further comments and questions to Chair/CEO in the next week.</li> <li>A teleconference to take place one week after that involving the Board and Offer Stein-Werner.</li> </ol> </li> </ol>
9	<b>Chief Executive’s Report</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>The Chief Executive’s Report was noted by the Board detailing operational activity and events July – September 2015.</li> </ul>

10	<b>Performance</b>	
	<b>10.1 Performance and Insight Report</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>The Board noted the Performance and Insight report covering the period 1 April 2015 – 30 September 2015.</li> </ul>
	<b>10.2 Performance Dashboard</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>The Board noted that the GLA performance was exceeding every target except the number of joint operations year to date. This would be brought into line during October 2015.</li> </ul>
	<b>10.3 Performance against Strategic Plan</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>The Board noted the Home Office Performance dashboard - August 2015.</li> </ul>
11	<b>Comprehensive Spending Review 2015</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>The Chancellor has announced that the next Spending Review will be published on 25 November.</li> <li>A paper was circulated to the Board illustrating differing budget settlement assumptions.</li> </ul>
12	<b>Licence Fees</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>The Board noted the paper providing information on the GLA licence history to inform any subsequent decision making on a formal review.</li> <li>It was agreed to defer action until the future direction of the GLA is clearer; however the organisation needs to be prepared to address this issue.</li> </ul> <p><b>Action</b></p> <p>2. Add to April 2016 Board agenda.</p>
13	<b>Risk Management</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>The Board agreed the recommendations in Section 2 of the report.</li> </ul>
14	<b>Strategic Plan 2015-16 and Business Plan 2015-16</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>Initially, the Home Office had requested a revision to the Strategic Plan to make it a one year plan for 2015-16.</li> <li>This request has now been superseded and the plan should be for 2015-2018.</li> <li>The 2015-2018 Strategic Plan had been previously agreed by the Board and will now be tabled with the Minister.</li> <li>The Board also agreed the Business Plan 2015-2016.</li> </ul>

15	Update on Discretionary Approach to physical site AI's	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• The Board noted the paper providing updates on the GLA's discretionary approach to physical site visits when conducting application inspections.</li> <li>• The Board was invited to determine whether the current framework and safeguards relating to the discretionary approach to physical site visits for application inspections is appropriate and proportionate.</li> <li>• The results to date demonstrate a robust process for determining whether an Application Inspection is necessary and/or appropriate.</li> <li>• The issue would be revisited at a future Board meeting when there was greater clarity on the future role and remit of the GLA.</li> </ul> <p><b>Action</b></p> <p>3. Review in April 2016.</p>
16	Earned Recognition	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• The Board noted the paper with a current position statement on the GLA's approach to the concept of "earned recognition", and the background to it. The paper emanates from a previous Board action to revisit the issue of earned recognition at the October 2015 meeting.</li> <li>• The Board is not opposed in principle to the concept of earned recognition and will be seeking to look for opportunities to reduce the regulatory burden.</li> </ul> <p><b>Action</b></p> <p>4. b/f April 2016.</p>
17	Audit and Risk Committee	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• The Board noted the report of the Audit and Risk Committee (ARC) Meeting on 28 September 2015.</li> <li>• The Board gave outline approval to the terms of reference for ARC subject to an amendment to bring attendance of visitors in line with those for the main Board and an amendment to its role as regards investigation of whistle blowing.</li> </ul> <p><b>Action</b></p> <p>5. WB to circulate revised ARC terms of reference for final approval by the Board.</p>
18	Remuneration Committee	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• SA updated the Board on their meeting of 16.08.15.</li> </ul>

<b>19</b>	<b>Stakeholder Engagement</b>	
	<b>19.1 Licensee &amp; Stakeholder Surveys</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• The Board noted the paper detailing the current GLA approach to increasing stakeholder engagement.</li> <li>• The GLA will be adopting a revised approach to the way that it surveys and engages with stakeholders.</li> </ul> <p><b>Action</b></p> <p>6. Report on progress at the January Board meeting of the Licence Holder survey.</p>
	<b>19.2 Stakeholder Meeting update</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• The Board noted the report of the Labour Provider/User meeting held on 9 September.</li> <li>• It was noted there was low representation from labour providers.</li> </ul> <p><b>Action</b></p> <p>7. Add to lu/lp communication plan how to raise awareness of stakeholder meetings.</p>
	<b>19.3 Worker/NGO meeting</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• LD updated the Board on the Pre-Meeting of the Worker – Victim Liaison Group held on 8 October 2015.</li> <li>• The next meeting of the group will take place on 30 November. At this the Terms of Reference that reflected the discussion would be tabled.</li> <li>• Future meetings of the group in London will be scheduled 3 or 4 times per year.</li> </ul>
<b>20</b>	<b>Work plan</b>	<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• The Board agreed the revised work plan.</li> </ul>
<b>21</b>	<b>Any other Business</b>	<ul style="list-style-type: none"> <li>• It was suggested and agreed that, given the speed of change in the GLA Policy environment, interim meetings for Board members should be conveyed by teleconference.</li> </ul> <p><b>Action</b></p> <p>8. Set up monthly Board teleconference meetings.</p>
<b>22</b>	<b>Close and Date of Next Meeting</b>	<ul style="list-style-type: none"> <li>• Date of next meeting 20 January, 2016 Nottingham.</li> </ul>