



Minutes

Title of meeting	42nd GLA Board Meeting	Time	11:00
Date	16 July 2014		
Venue	Nottingham		
Chair	Margaret Beels	Secretary	Jennifer Clarke
Attendees	Representative members Ivan Bartolo Cllr Paul Bettison David Camp Hayley Campbell – Gibbons Angela Coleshill Sharon Cross Marshall Evans Gillian Mills Catherine Pazderka Hannah Reed Joanne Young Ex Officio Gordon Jackson Sarah Jardine Tim Render Jim Fedigan In attendance Paul Broadbent Darryl Dixon Nicola Ray Jennifer Clarke	Sea Fish Authority Local Government Regulation ALP NFU Food and Drink Federation NFU REC SAGB British Retail Consortium TUC ALP Scottish Government HSE Defra HMRC Chief Executive Director of Strategy Director of People & Strategy Communications/L&D Officer	

Apologies

Paula Lovitt	BIS
Christopher Jennings	DWP
Kieran English	Police Superintendents' Association
Jeremy Oppenheim	Home Office
Jane Mordue	CAB
Nigel Jenney	FPC
Graham Bruce	NFUS
Steve Kemp	GMB

Observers

David Gill	USDAW nominated observer* (part)
Diana Holland	Unite the Union nominated observer*
Ben Farber	REC
Victoria O'Brien	REC
Marcus Starling	Home Office - teleconference (part)

*No new representative board member appointments to the GLA board are being made pending revisions to The Gangmasters (Licensing Authority) Regulations 2005

1	Introductions	<ul style="list-style-type: none">MM introduced the observers to the Board and welcomed Sarah Jardine, HSE as a new board member and Marcus Starling, Home Office.The Board observed a silence to mark the passing of Gaynor Ithell.
2	Apologies	<ul style="list-style-type: none">Apologies received from those noted above.
3	Declaration of Interest	<ul style="list-style-type: none">Joanne Young, Marshall Evans.
4	Minutes of the Previous Meeting	<ul style="list-style-type: none">The minutes of the 41st Board meeting were agreed.
5	Action Points from Board Meetings	Note actions carried forward: <ul style="list-style-type: none">23.6 outline of benefit to be given to the Board in October.
6	Declaration of Urgent Business	<ul style="list-style-type: none">None.
7	Chief Executive's Report	Note <ul style="list-style-type: none">Noted by the Board.David Nix was thanked by the Board for his contribution to the GLA.DC gave an update on 'Stronger Together'. In particular the supermarkets are encouraging suppliers to attend the events.
8	Performance	Note <ul style="list-style-type: none">Noted by the Board.The Board requested more research into the industry and the level of unlicensed LP's. Action <ol style="list-style-type: none">GLA to consider reporting on unlicensed activity.Consider further analysis to enhance Performance Report.

9	Risk Management Strategy	<p>Note</p> <ul style="list-style-type: none"> • DC requested that the Risk Scoring matrix be reviewed. He felt that 20% was too high to be described as “Remote” using the proposed methodology. A high impact v low likelihood e.g. where there could be significant risk of death would be scored as a low risk but should be high. • DH suggested that the Risk Appetite statement be amended to include prevention and control. • TR suggested that reputational risk should be added to 6.2 covering high profile events. • The Risk Register will be presented at the Board meeting to be held on 15.10.14. • The Board was content with its responsibilities and delegations to sub-committees. <p>Action</p> <ol style="list-style-type: none"> 3. Amend Risk Scoring Matrix. 4. Consider proposed changes to Risk Appetite statement. 5. Add Risk Register to Board agenda 15.10.14
10	Future Board Governance	<p>Note</p> <ul style="list-style-type: none"> • The ongoing consideration by Parliament of the Statutory Instrument amending the governance of GLA was noted. It was expected that recruitment for the new board would start in September. Board members would be free to apply as independent members. • Several suggestions were received proposing that there should be a single tier multi stakeholder advisory group sitting under the main board. • Opposing views were also provided to suggest that the Board would be better informed if separate views from specific stakeholders could be presented. It would then be for the Board to decide on a compromise. • Volunteers were sought for a Board Governance ‘task and finish’ group. <p>Action</p> <ol style="list-style-type: none"> 6. GLA to circulate advertisement and recruitment pack to board members when it is published. 7. Task and Finish volunteers to contact PB by 31.07.14. 8. Add Board governance paper to Board agenda 15.10.14.
11	Triennial Review Actions/Red Tape Challenge Post Consultation update	<p>Note</p> <ul style="list-style-type: none"> • The Board noted the progress and action on the Triennial Review Recommendations. • The External Communications policy will be amended and presented at the October Board meeting. • Discussion took place around Earned Recognition. A Task and Finish group will be formed to look at this topic. <p>Action</p> <ol style="list-style-type: none"> 9. Amend External Communications Policy and present to Board on 15.10.14. 10. Task and Finish volunteers to contact PB by 31.07.14.

12	Licence Fees update	<p>Note</p> <ul style="list-style-type: none"> The Board noted the presentation and the issues to be considered in any proposals which included full cost recovery of licence application, cost of overseas licence and comparison with other government models e.g.HSE.
13	Review of Licensing Standards	<p>Note</p> <ul style="list-style-type: none"> The Board noted the approach and timetable for reviewing the GLA Licensing Standards. Board members to provide comments on what could be included in the consultation document by 26.09.14. <p>Action</p> <p>11. Board members comments to be made by 26.09.14.</p>
14	Review of the GLA approach to Agency Worker Regulations	<p>Note</p> <ul style="list-style-type: none"> Noted by Board. There are no changes to the Licensing Standards re AWR.
15	Report on Operation Novalis	<p>Note</p> <ul style="list-style-type: none"> The report was noted by the Board. It was too early to establish if the move from SAWS has made a significant impact on farming and the use of temporary labour from overseas.
16	Tasking and Co-ordination	<p>Note</p> <ul style="list-style-type: none"> A presentation was given on the GLA's Tasking and Intelligence systems.
17	GLA Delivery Plan: Intelligence Gathering Opportunities	<p>Note</p> <ul style="list-style-type: none"> In breakout facilitated sessions the Board discussed intelligence gathering opportunities.
18	Audit and Risk Committee – Annual Report & Accounts 2013 - 2014	<p>Note</p> <ul style="list-style-type: none"> The Board noted the report of the meeting on 22.5.14 [<i>Secretary Note: the Annual Reports and Accounts 2013 – 2014 are available at - http://www.gla.gov.uk/Publications/Annual-Report-and-Accounts/]</i>
19	Finance and General Purposes Committee	<p>Note</p> <ul style="list-style-type: none"> The Board noted the report of the meeting held on 19.06.14.
20	Liaison Group Update	<p>Note</p> <ul style="list-style-type: none"> The Board noted the report of the Labour User/Labour Provider meeting held on 07.05.14.
21	Timetable of Board Meetings 2015	<p>Note</p> <ul style="list-style-type: none"> Noted by the Board.
22	ALB Sponsorship Responsibilities	<p>Note</p> <ul style="list-style-type: none"> The Board noted where the GLA is positioned within the organisational structure following its transfer from Defra to the Home Office.
23	Any other Business	<ul style="list-style-type: none"> None.
24	Close and Date of Next Meeting	<ul style="list-style-type: none"> Date of next meeting 15 October, 2014.