

MINUTES OF THE THIRTY EIGHTH BOARD MEETING OF THE GANGMASTERS LICENSING AUTHORITY – 17 JULY 2013 HELD AT GANGMASTERS LICENSING AUTHORITY, NOTTINGHAM

Present:

Margaret McKinlay	Chair
Cllr Paul Bettison	Local Government Regulation
Graham Bruce	NFU Scotland
David Camp	ALP
Hayley Campbell-Gibbons	NFU
Angela Coleshill	Food & Drink Federation
Sharon Cross	NFU
Marshall Evans	REC
Russell Hardy	Police Superintendents' Association
Steve Kemp	GMB
Jane Mordue	CAB
Gillian Mills	SAGB
Catherine Pazderka	British Retail Consortium
Hannah Reed	TUC
Joanne Young	ALP
David Coackley	HSE
Steve Keeler	BIS (representing Gaynor Ithell)
Susanna May	Defra
David Millar	DARDNI (representing Colette McMaster)
Chris Patrick	HMRC

In attendance:

Paul Broadbent	Chief Executive
Jennifer Clarke	Communications/L&D Officer
Darryl Dixon	Director of Strategy
Nicola Ray	Director of People and Licensing

Observers:

Ben Farber, REC
David Gill, USDAW
Steve Harley, Unite the Union

Apologies:

Ivan Bartolo, Sea Fish Authority	Steve Kemp, GMB
Stuart Whitney, DWP	Gordon Jackson, Scottish Government
Colette McMaster, DARDNI	
Jeremy Oppenheim, UKBA	
Nigel Jenney, FPC	

1	Introductions	<ul style="list-style-type: none"> • MM welcomed the observers. • Ray Dawson has left the GLA by mutual agreement. • Russell Hardy is leaving the Board due to retirement. MM thanked him for his contribution to the GLA Board. • MM recorded her thanks to Susannah May for her contribution to the GLA Board. <p>Action</p> <ol style="list-style-type: none"> 1. MM to write to RD on behalf on the Board to convey thanks for the contribution to the GLA.
2	Apologies	<ul style="list-style-type: none"> • Apologies for absence received from those noted above.
3	Declarations of Interest	<p>Note:</p> <ul style="list-style-type: none"> • JY, GB, ME as licence holders.
4	Minutes of the last meeting	<p>Note</p> <ul style="list-style-type: none"> • The minutes of the 37th Board meeting were agreed.
5	Action point from Board meetings	<ul style="list-style-type: none"> • 15.5 Consultation on RTC programme will include ATAs potential exclusion – deferred until October 2013 • 16.5 The adopted approach to AWR – covered in 38th Board Meeting • 20.1 Provide information on AI'S & CI's for previous years to make comparisons - covered in 38th Board Meeting
6	Declarations of urgent business	<p>Note:</p> <ul style="list-style-type: none"> • None.
7	Chief Executives Report	<p>Note:</p> <ul style="list-style-type: none"> • Noted by the Board. • The GLA Confidential reporting line is now open. • There will be a launch of the line in September. • ALP are working on the design of a poster which will contain the helpline number. <p>Action</p> <ol style="list-style-type: none"> 2. Add Risk Appetite to F&GP agenda for next meeting.
8	Performance	<p>Note:</p> <ul style="list-style-type: none"> • The Board noted the report. • PB gave an overview of the Risk Assessment module the GLA is to introduce. • JY requested that the previous Intelligence Metric be put back into the report. • CP (BRC) asked if the table showing cases referred to the Prosecutor could be reviewed to show those cases where no action is taken. <p>Action:</p> <ol style="list-style-type: none"> 3. Put back into report tasked operations chart. 4. Review 'GLA cases referred to Prosecutor' in report review on 6 monthly /annual basis.
9	Timetable of meetings	<p>Note:</p> <ul style="list-style-type: none"> • Noted by the Board.
10	Red Tape Challenge/Post Consultation update	<p>Note:</p> <ul style="list-style-type: none"> • The Board noted the conclusions of the GLA Consultation and the proposed changes to meet the requirements of the Red Tape Challenge Written Ministerial Statement. • The CEO made a presentation about GLA's approach to risk based

		<p>decision making.</p> <ul style="list-style-type: none"> • There was an extended discussion of the circumstances where applications inspections should be mandatory and where GLA could exercise its discretion about whether an inspection was required or other evidence would suffice for a licensing decision. • Option 2 relating to discretionary inspections was accepted by the majority of Board members. • The Board was content to accept the proposals on extending licence periods, noting that more work was required on the financial impact. Work will continue on Earned Recognition. • The Board approved the proposals for additional information about licensees to appear on the Public Register and Active Check process.
11	Defra Consultations	<p>Note:</p> <ul style="list-style-type: none"> • SM updated the Board on the Defra consultation which closed on 21.06.13 • In all three areas of the consultation, consultees accepted the need for change. SM hoped the response to the consultation will be published next week. • Any changes to the exclusion regulations would likely to come into force from 01 October, 2013. Whereas any change to governance of the GLA would probably enter into force in April 2014. • The Triennial Review of the GLA will take place in the autumn. There will be a half day consultation event. The statutory instrument relating to the governance of the GLA would be laid after that event.
12	GLA Delivery Plan	<p>Note:</p> <ul style="list-style-type: none"> • This item was to have been a break-out session for Board members to assist with the shaping of GLA's delivery of its Strategic Plan. Deferred to next meeting due to shortage of time.
13	Review of the adopted approach to the Agency Worker Regulations	<p>Note: The contents of the report were noted by the Board. This will be reviewed again in 12 months</p> <p>Action 5. Add AWR review to Board agenda July 2014.</p>
14	Licence Holder and Applicants Satisfaction survey	<p>Note</p> <ul style="list-style-type: none"> • The Board noted the GLA's proposal to conduct this survey and the delivery plan target. • ME suggested that the size of the company is added to the survey. • HM asked how it was intended to sample GLA satisfaction by workers. <p>Action 6. Add to the survey the size of the company. 7. HM to suggest ways of gauging worker satisfaction with GLA.</p>
15	Finance and General Purpose Committee	<p>Note</p> <ul style="list-style-type: none"> • The Board noted the report of the meeting held on 13.06.13
16	Minutes of the Liaison Group	<p>Note:</p> <ul style="list-style-type: none"> • The Board noted the report of the meeting held on 18.04.13
17	Timetable of meetings	<p>Note:</p> <ul style="list-style-type: none"> • Noted by the Board. <p><i>[Secretary Note – the January meeting will take place on 15.01.14]</i></p>

18	Any other business	<p>i) Agricultural Wages Board – SM updated the Board on the abolishment of the AWB. Defra will be making guidance which will be published on the gov.uk website. The existing AWO is in force until the end of September 2013. From 01 October 2013 National Minimum Wage regulations will apply.</p> <p>It was noted that the Welsh Assembly was trying to re introduce the AWB.</p> <p>ii) Changes to the Inspection process - the GLA will publish a Brief communicating the changes to the process.</p> <p>iii) BIS Better Regulation Focus on Enforcement on Enforcement- MM informed the Board that it was still a possibility that there would be a review of regulation within the food supply chain but GLA regulation was not being raised with them as an issue.</p> <p>iv) DD discussed recent Better Regulation Activity and he will circulate a note after the meeting.</p> <p>Action</p> <p>8. Circulate information regarding Better Regulation Activity.</p>
19	Close and date of next meeting	<ul style="list-style-type: none"> • Date of next meeting 16 October, 2013.