



Gangmasters Licensing Authority

GLA 38/15 Finance & General Purposes – Report to the Board

17 July 2013

Board Paper Reference – GLA38/15 Finance and General Purposes – Report to the Board

The Finance and General Purposes Committee (F&GP) works on behalf of the board to support the executive by inputting expert and general guidance on matters arising between main board meetings.

At the last meeting on Thursday 13th June 2013 members accepted apologies from Paul Broadbent, all other members of the committee were in attendance.

Minutes of the previous meeting were agreed.

Margaret McKinlay, Chair of the GLA advised that part of the work plan of the F&GP Committee was to look at Paul Broadbent's Personal Objectives, this also relates to the Strategic Plan. It was agreed that Committee members will electronically sign off Paul Broadbent's Personal Objectives once they are circulated in the forthcoming week.

Ray Dawson, Chief Operating Officer confirmed that the Annual Report and Accounts for 2012/13 have been passed by the Audit and Risk Committee on 4 June 2013 and will be uploaded to the GLA website shortly. He confirmed that there are no areas of concern with the accounts showing the GLA making an actual deficit for 2012/13 of £1000.

RD also provided feedback on the Management Accounts for May 2013; there were no significant issues of note to report on these accounts.

The main discussion item for the meeting was the review of the Monthly Summary Performance report. It was confirmed that a number of the measures were new measures for GLA reporting, that the data and trend analysis will enable GLA Board members and the Executive team to ensure the key deliverables for the strategic plan has an evidence base to build upon and review. That it is important to have an agreed set of measures with a baseline in order to track progress.

F&GP Committee members made a range of suggestions asking for further clarification in some cases and inclusion of additional measures and targets to ensure that the information is meaningful and sustainable as a set of measures of output and activity for the future. All members felt that the performance report provided an excellent start enabling a much better understanding of how the GLA works particularly around where intelligence comes from; members found the graphs very helpful and illuminating and thanked the GLA for the work involved in producing the report.

Hannah Reed commented that board members would benefit from seeing the report in advance of board meetings to enable a more meaningful discussion.

Other items on the agenda included the GLA Appraisal process and the GLA bonus Scheme.

Nicola Ray provided feedback on the new GLA Appraisal process and advised that there is more work to be done during the year but the GLA now has an easier more straight forward performance appraisal process.

MM advised that elements of this Appraisal system have always been there but now there needs to be a clear track to the Strategic Plan, in the past there has not been a clear link between strategic and personal objectives.

NR also provided feedback on the current bonus schemes and plans for a change in the future. Members were able to build an understanding of the schemes and had the opportunity to seek clarification on the thinking for the future.

MM advised the Committee that their role was to give observations but that management ultimately had to decide the best way forward, she confirmed that the F&GP Committee would be interested to hear more about the topic in due course. Kerry Jasper advised that at the Audit and Risk Committee meeting on 10 June 2013 the subject of risk management was brought up. Paul Broadbent is taking this forward with a view to formulating a discussion paper for the next F&GP meeting.

Date of the next meeting – 18th September 2013.

Angela Coleshill
Chair F&GP
25th June 2013