



Minutes

Title of meeting 48th GLA Board Meeting

Date 20 January 2016 **Time** 09:30

Venue Nottingham

Chair Margaret Beels (MB) **Secretary** Jennifer Clarke (JC)

Attendees Simon Allbutt (SA)
Angela Coleshill (AC)
Linda Dickens (LD)
Marshall Evans (ME)
Paul Williams (PW)
William Butler (WB)

In attendance

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

Observers

Offer Stern-Weiner Home Office - by teleconference for items 10 & 11
Luke Edwards Home Office - by teleconference for items 10 & 11
Justin Rumball Gangmasters Licensing Authority - not present for items 12 - 22
Angela Tilley Gangmasters Licensing Authority - not present for restricted items
David Camp Association of Labour Providers - not present for restricted items

Apologies

1	Introductions	<ul style="list-style-type: none"> MB welcomed the observers and Board members to the meeting.
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2	Apologies	<ul style="list-style-type: none"> • None.
3	Declaration of Interest	<ul style="list-style-type: none"> • ME as a licence holder.
4	Minutes of the Previous Meeting	<ul style="list-style-type: none"> • The minutes of the 47th Board meeting were agreed.
5	Action Points from Board Meetings	<p>Note</p> <ul style="list-style-type: none"> • The outstanding action points were noted by the Board. • MB thanked Board members for the time spared for the appraisal process and attendance at other GLA events.
6	Declaration of Urgent Business	<ul style="list-style-type: none"> • None.
7	Chief Executive's Report	<ul style="list-style-type: none"> • The Chief Executive's Quarterly Report October – December 2015 was noted by the Board detailing operational activity and events.
8	Performance	<p>Note</p> <ul style="list-style-type: none"> • The Board noted the Performance and Insight Report covering the period 1 April 2015 – 30 December 2015 and the Home Office Performance dashboard December 2015.
9	Risk Management	<p>Note</p> <ul style="list-style-type: none"> • The Board noted the Annex 1 of GLA 48.16 Audit & Risk Committee and the framework for discharging its responsibilities for the management of risk at the GLA. • The Board agreed the framework for the Board's approach for risk management as set out in this report. • The Board noted that the Risk Register appears on the Board work plan in July of each year. The Executive are responsible for flagging up significant risks outside of this framework.
10	Labour Market Enforcement Agency HMG decisions following Consultation	<p>RESTRICTED ITEM</p> <p>Note</p> <ul style="list-style-type: none"> • Offer Stern-Weiner updated the Board on the Labour Market Enforcement agency following the outcomes of the consultation.
11	Update on Spending Review	<p>RESTRICTED ITEM</p> <p>Note</p> <ul style="list-style-type: none"> • Luke Edwards updated the Board on the Spending Review.

12	Approval of Budget 2016-2017	RESTRICTED ITEM Note •
13	GLA/HMRC joint working party pilot	RESTRICTED ITEM Note •
14	Stakeholder Engagement	Note • The Board noted the minutes of the Labour User/Labour Provider Liaison Group meeting held on 12 November and the Worker Victim Liaison Group held on 5 November. • The Pop up events have been well received. • The GLA conference will take place on 8 March and will be attended by Board members. Action 2. Provide analysis of attendees post Pop Up Events. 3. Produce GLA Brief on the Living Wage.
15	Licence Holder Survey	Note • The Board noted the paper and commented on the proposed questions and low response rates. • Further work would be done on the questions, reflecting the board discussion. • The results of the pulse survey will be presented at the April Board meeting.
16	Audit and Risk Committee	Note • The Board noted the report of the ARC meeting held on 1 December. • Agenda item 9 also refers.
17	Remuneration Committee	Note • There was no update as the committee had not met since the last meeting of the Board.
18	Register of Interest	Note • Board members were requested to complete the Register of Interest declaration.
19	Anti-Bribery for Board Members	Note • Board members were requested to sign and return a copy of the GLA Anti-Bribery Policy for Board members.

20	Review of Board performance	<p>Note</p> <ul style="list-style-type: none"> It was proposed that as part of the annual review of the board's performance the NAO questionnaire (used by Seafish) and the questionnaire used by SIA be circulated. <p>Action</p> <p>4. Circulate the NAO and SIA questionnaires to Board members.</p>
21	Any other Business	<p>Note</p> <ul style="list-style-type: none"> The Chair reported that she was in discussion with Cabinet Office officials leading the cross-departmental Functional Review of Regulation. She hoped they might have practical insights which might assist with the setting up of the new Labour Market Enforcement arrangements. The Chair was asked about succession discussions in relation to her post.
22	Close and Date of next meeting	<ul style="list-style-type: none"> Date of next meeting 20 April 2016, Nottingham.