



Gangmasters
Licensing Authority

GLA53/04 Action Points from Board Meetings

26 April 2017

Board Paper Reference – GLA53/04 Action points from Board Meetings.

1. Purpose of the Report

1.1 To update the Board on previous action points from meetings.

2. Recommendation

2.1 The Board is invited to note the outstanding actions.

Date of meeting	Reference	Action point	Owner of Action	Status
20/4/16 49 th Board Meeting	7. Chief Executive Report /end of year performance	BM32(1) Include summary of licence holders by size of business and identify in the performance report.	PB	In progress Can only be done at the end of each financial year. PB to provide figures at April Board.
03/11/16 51 st Board Meeting	12a Performance and Insight Report	BM34(2) IW to update the charts in the report relating to Intelligence.	IW	In progress Board members contacted by IW. Will be in the new P& I report from April 2017 (July Board meeting).
03/11/16 51 st Board Meeting	12c Factors which impact of the timeliness of Licence Applications being completed	BM34(5) Add to the Performance and Insight report further banding after 70+ days.	IW	In progress Board members contacted by IW. Will be in the new PI report from April 2017 (July Board meeting).
03/11/16 51 st Board Meeting	19 Review of Licence Fees	BM34(10) GLAA to discuss with the Home Office the review of Licence fees.	NR	Ongoing Discussed at ARC with sponsor. Timeline to be produced by end of Jan 2017.
18/01/17 52 nd Board Meeting	6 Action Points from Board Meetings	BM35(1) PB to write to the HO sponsor team concerning licence fees and set out the impact on costs of licensing	PB	In progress Letter prepared & sent to Ziggy McDonald 6

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		and what the ambition of the GLA is on fees.		March 2017. Awaiting a response.
18/01/17 52 nd Board Meeting	6 Action Points from Board Meetings	BM35(2) A paper on the Licensing standards is required setting out the issues and impact on timescales.	NR	In progress Board agenda item 26.04.17
18/01/17 52 nd Board Meeting	6 Action Points from Board Meetings	BM35(3) OSW to identify a contact for the Food Industry to engage on BREXIT issues.	OSW	In progress OSW to update April Board meeting.
18/01/17 52 nd Board Meeting	8 Home Office Update	BM35(4) GLAA to share operational success stories with OSW.	PB/PF	In progress IW to update April Board meeting.
18/01/17 52 nd Board Meeting	8a Performance and Insight Report	BM35(5) Board to send any "must have's" for the P&I report to Ian Waterfield by end of January 2017.	Board members	Closed None received.
18/01/17 52 nd Board Meeting	12 Approval of Strategic Plan 2017-2020	BM35(6) PB to send Strategic Plan to Board after considering comments by 23 January 2017 with a view to getting comments back by 30 th January 2017.	PB/Board members	In progress Comments received. Plan revised now with HO for consideration.
18/01/17 52 nd Board Meeting	13 Approval of Business Plan & Performance Indicators for 2017-2018	BM35(7) The Business Plan and Strategic Plan should reflect each other so any amendments made to the strategic plan will need to be factored in to the Business plan.	PB	In progress Changes made to business plan to reflect what is in the Strategic plan. Also with the HO.
18/01/17 52 nd Board Meeting	14 Approval of budget for following financial year/medium term forecast	BM35(8) PB to consider what contingency should be in place in case recruitment slips.	PB	Closed Information added to the Recruitment Plan.

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