



Gangmasters &  
Labour Abuse Authority

# GLAA61/5 Action Points from Board Meetings

**20 September 2018**

# **Board Paper Reference – GLAA61/5 - Action Points from Board Meetings**

## **1. Purpose of the Report**

1.1 To update the Board on previous actions from meetings.

## **2. Recommendation**

2.1 The Board is invited to note the outstanding actions at Annex A.

**Report Author: Jennifer Clarke**

**Senior Responsible Officer: Darryl Dixon**

## Annex A

Date of meeting	Reference	Action Point	Owner of Action	Status
17/01/18 57 <sup>th</sup> Board Meeting	16b Relection of members of Board sub-committees	<b>BM40(6)</b> Members to be re-elected in March 2018.	MB	<b>In progress</b> Election to committees to take place once new board members appointed.
14/03/18 58 <sup>th</sup> Board Meeting	9c Review of GLAA Board Work plan	<b>BM41(9)</b> Amend arrangement for September meeting to become a full day.	MB	<b>Completed</b> Agenda circulated by email 16.08.18.
14/03/18 58 <sup>th</sup> Board Meeting	14 6 monthly HR update	<b>BM41(15)</b> Add gender pay gap reporting to the report.	Sneheni Danaher	<b>In progress</b> Further analysis is required before it can be reported formally. This will be submitted to Board via Remco in November.
18/07/18 60 <sup>th</sup> Board Meeting	9 Chief Executive Report	<b>BM43(1)</b> Circulate the People Strategy 2018 - 2019 for comment by Board members.	Sneheni Danaher	<b>In progress</b> Document circulated to Board members and comments sent to Sneheni Danaher.
18/07/18 60 <sup>th</sup> Board Meeting	9 Chief Executive Report	<b>BM43(2)</b> Information and feedback from Regional Seminars to be presented at the September meeting.	Paul Coffey	<b>Completed</b> Requested information added to paper for Strategy discussion 20.09.18
18/07/18 60 <sup>th</sup> Board Meeting	9 Chief Executive Report	<b>BM43(3)</b> Add exemptions/outcomes of FOI's to CEO report.	Paul Coffey/ Darryl Dixon	<b>Completed</b> Provision made to add exemption to future (No exemptions this reporting period)

Date of meeting	Reference	Action Point	Owner of Action	Status
18/07/18 60th Board Meeting	9 Chief Executive Report	<b>BM43(4)</b> MB/RB to discuss the format of the September meeting	MB/RB	<b>Completed</b>
18/07/18 60th Board Meeting	9 Chief Executive Report	<b>BM43(5)</b> NR to circulate the formal response to the consultation to Board members for agreement.	NR	<b>Completed</b> Circulated by email 16.08.18.
18/07/18 60th Board Meeting	11 Performance & Insight Report	<b>BM43(6)</b> Issue redacted version of P&I report to Worker/NGO Liaison group meeting to be held on 16 August and LP/LU group meeting on 6 September.	JR/IW	<b>Completed</b> Report provided.
18/07/18 60th Board Meeting	11 Performance & Insight Report	<b>BM43(7)</b> Given the lack of time for review, comments and questions relating to the P&I report to be sent to IW by Board members.	Board members	<b>In progress</b> Comments from Board members and liaison group being considered.
18/07/18 60th Board Meeting	15 GLAA Board of Governance, Meetings and Engagement 2019	<b>BM43(8)</b> MB and RB to review the Board business scheduled for September and make recommendations as to how the agenda can be covered adequately.	MB/RB	<b>Completed</b>
18/07/18 60th Board Meeting	15A Timetable of Meetings	<b>BM43(9)</b> Circulate 2019 meeting dates.	JC	<b>Completed</b> Circulated by email 16.08.18 (Commencement time of meetings tbc.)
18/07/18 60th Board Meeting	16 ARC	<b>BM43(10)</b> Circulate the Risk Register to Board members.	JJR/JW	<b>Completed</b> Circulated by email 15.08.18

