



Gangmasters
Licensing Authority

GLA46/16 Observer Attendance at Board Meetings

15 July 2015

Board Paper Reference – GLA46/16 – Observer Attendance at Board Meetings.

1. Purpose of the Report

- 1.1 To establish a fair and transparent criteria for attendance of Observers at GLA Board meetings.

2. Recommendation

- 2.1 The Board is invited to agree the criteria to be used by the Chair for agreeing observer attendance at Board meetings as set out in Annex 1.

3. Reasons for Recommendation

- 3.1 The Standing Orders for the GLA Board originate from the requirements of
- The Gangmasters (Licensing Authority) Regulations 2015
 - The Gangmasters (Licensing) Act 2004

4. Summary of Key Points

- 4.1 The Standing Orders of the new Board were agreed at the GLA Board in April 2015.
- 4.2 It was agreed that subject to certain criteria being met, observers would be welcome to attend Board meetings. Attendance would be at the discretion of the Chair.

5. Financial Implications and Budget Provision

- 5.1 There are no direct financial implications.

6. Organisational Risks

- 6.1 Open and transparent guidelines relating to board attendance ensures good governance and the most effective use of public money.

7. Policy Implications and Links to Strategic Priorities

- 7.1 None.

8. Details of Consultation/EQIA

- 8.1 The Board were consulted on the Standing Orders at the meeting held on 22 April 2015.

9. Background Papers and Relevant Published Documents

- 9.1 GLA45/9a Board Standing Orders.

Report Author: Margaret Beels

Senior Responsible Officer:

Appendix A

Criteria for the approval of observers at GLA Board meetings.

1. Application will be assessed meeting by meeting on the proposed agenda for the meeting.
2. The following criteria will be used:
 - a) Observers make a declaration of interests, particularly where they may be from a representative body, which may be acting on behalf of parties that are in litigation with the GLA
 - b) Observers should be aware of the [7 principles of public life](#) (“The Nolan principles”):
 1. Selflessness
 2. Integrity
 3. Objectivity
 4. Accountability
 5. Openness
 6. Honesty
 7. Leadership

And act in accordance with them at any Board meeting they are allowed to attend

- c) Observer attendance would add value to the specific GLA Board discussion/agenda item; or
- d) Observer represents a significant GLA stakeholder group and attendance at the specific GLA Board meeting would benefit these stakeholders; or
- e) Observer has a professional interest in the GLA’s governance (e.g. from overseas government, academic,) and attendance at a GLA Board meeting would assist their understanding of the GLA; or
- f) Observer wishes to make formal representation to the GLA Board in relation to a matter where the Board is empowered to make a decision. This would exclude:
 - A complaint being dealt with under the complaints procedure, where ultimately the complaint may be referred to the Parliamentary Ombudsman.
 - A request for review of an FOI response, where that had been reviewed in accordance with the GLA policy, and a right of complaint to the ICO, exists.
 - A case that is subject of an ongoing criminal investigation, referral to CPS, or a prosecution, or related appeal in the criminal courts.
 - A case that is the subject of the independent appeals tribunal process and/or a judicial review.

This list is not exhaustive.

3. The potential observer would be required to notify the Chair at least [3] days in advance of the meeting, to allow a decision to be made on whether to invite the person, and, if agreed, for which item(s). If the subject matter was one in the criteria at (d), or, for example, an area of Government policy, or other issue which the GLA Chair concluded was outside the remit of the Board the request will be refused.
4. The decision of the Chair is final.