



Gangmasters
Licensing Authority

GLA52/06 Action Points from Board Meetings

18 January 2017

Board Paper Reference – GLA52/06 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 - add to CEO report.
13/7/16 50 th Board Meeting	10. Chief Executive's Report	BM34(1) Invite Ziggy Macdonald to the January Board meeting.	JR	Completed Invited to the meeting.
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 To be added to the new P&I Report April 2017.
03/11/16 51 st Board Meeting	12b Performance against Strategic Plan	BM34(3) Any further questions relating to the P&I report should be emailed to IW.	Board members	Completed
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 To be added to the new P&I Report April 2017.

03/11/16 51 st Board Meeting	14 Strategic Plan 2017 – 2027 review	BM34(6) Re order strategic priorities, amend strategic objectives and circulate to the Board.	PB	Completed Circulated by email.
03/11/16 51 st Board Meeting	14 Strategic Plan 2017 – 2027 review	BM34(7) Further comments on the Strategic plan to be emailed to PB.	Board members	Completed
03/11/16 51 st Board Meeting	15 Risk Register 6 month review	BM34(8) Update the report regarding litigation to be provided by DD by 11 November and report to the Board by the end of November	DD	Completed Update given at Board telecon 05.12.16.
03/11/16 51 st Board Meeting	18 Review of Licensing Standards	BM34(9) Update to be given at the Board dial in meeting.	DD	Completed Circulated by email 04.11.16
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.
03/11/16 51 st Board Meeting	20 Duty to Report	BM34(11) IW to circulate reporting process for board members.	IW	Completed Circulated by email. Amended version circulated 06.01.17 by email
03/11/16 51 st Board Meeting	22 Stakeholder Engagement & Communications	BM34(12) PB to revise Stakeholder Engagement statement.	PB	Completed Stakeholder briefing Circulated by email 23/11/16.

03/11/16 51 st Board Meeting	22 Stakeholder Engagement & Communications	BM34(13) Board members to review the key messages.	Board members	Completed Stakeholder briefing Circulated by email 23/11/16.
03/11/16 51 st Board Meeting	22 Stakeholder Engagement	BM34(14) Circulate dates of Stakeholder meetings to Board members.	JR	Completed Circulated by email 04.11.16.
03/11/16 51 st Board Meeting	22 Stakeholder Engagement	BM34(15) Review progress of Clear Review, Stronger Together and Fast Forward at the next Board meeting.	PB	In progress Agenda item 18.01.17
03/11/16 51 st Board Meeting	22 Stakeholder Engagement	BM34(16) Circulate information on Certificate in Professional Development - Investigating Modern Slavery course to the unions.	MH	Completed Circulated by email 18.11.16
03/11/16 51 st Board Meeting	22 GLAA Transition Stakeholder engagement and communication	BM34(17) Board members to confirm their availability for the GLAA conference. (3.10.17)		Completed Revised date (11.10.17) confirmed to Board members by email 30.11.16

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