



Gangmasters &
Labour Abuse Authority

GLAA65/05 Board Action Points

24 July 2019

Board Paper Reference – GLAA64/05 - Board Action Points

1. Purpose of the Report

1.1 To update the Board on the previous actions from meetings.

2. Recommendation

2.1 The Board is invited to note the outstanding actions.

Report Author: Jennifer Clarke

Senior Responsible Officer: Darryl Dixon

Date of meeting	Reference	Action Point	Owner of Action	Status
21/11/18 62 nd Board Meeting	ARC Chair's report	Succession planning for CEO.	MB/MR	In progress Internal Audit outstanding action.
23/01/2019 63 rd Board Meeting	11 Risk Management	BM46(5) Consideration to be given to provide guidance on assessing the 'impact' of risk.	JW	In progress As impact is scenario based for each risk which presents itself JW is working with risk owners to help understand impact on a case by case basis.
23/01/2019 63 rd Board Meeting	12 Q3 Performance report	BM46(7) IW to consider a management summary of what were the main messages from the report.	IW	In progress Narrative included in Q1 report – agenda item 12.
23/01/2019 63 rd Board Meeting	16 HMICFRS Inspection update	BM46(10) IW will provide an update report at each Board meeting as to how the action plan is progressing.	IW	Ongoing Agenda item 16.
01/05/2019 65 th Board Meeting	7 Home Office update	BM47(1) Items on Prevention and on the Independent Review of the Modern Slavery Act to be included for July Board.	JC	In progress Agenda item 7.
01/05/2019 65 th Board Meeting	7 Home Office update	BM47(2) Chair to write to ISAC with an invitation to a future Board meeting.	MB	In progress IASC attending Board meeting 6.11.19.

01/05/2019 65 th Board Meeting	8 Chief Executive Report	BM47(3) Circulate to Board members the ALP survey results.		Closed Survey results circulated to Board members.
01/05/2019 65 th Board Meeting	10 Information Security	BM47(4) JW & IT to coordinate supply of laptops and IT platforms to Board members	NR/MW	In progress Suzanne McCarthy in possession of HO lap top. Handover scheduled for 17 July at 2MS to remaining Board members.
01/05/2019 65 th Board Meeting	14 Approval of the Strategic Plan 2019-22	BM47(5) Final version of the Strategic Plan to be sent to the Chair for approval by 24 May	DD	Closed Document submitted to H.O. 06.06.19
01/05/2019 65 th Board Meeting	15 Approval of Business Plan 2019-20	BM47(6) Final version of the measures to be sent to Chair for approval prior to 24 May.	DD	Closed Document submitted to H.O. 06.06.19
01/05/2019 65 th Board Meeting	16 Planning Cycle 2019-2020	BM47(7) Board to advise the Chair and CEO of items that had come to the Board which did not need to be presented to a Board meeting.	Board members	Closed MB emailed board members and directors regarding items that do not need to be presented at Board meetings.

01/05/2019 65 th Board Meeting	8 Stakeholder Engagement	BM47(8) The notes showing the following up of actions from the joint liaison group meeting be made available for the July Board meeting.	JR	Closed Document circulated by 06.06.19.
01/05/2019 65 th Board Meeting	9 HR 6 monthly update	BM47(9) An invitation to be sent to the People Survey Group to attend the July Board.	JC	In progress Agenda item 17.
01/05/2019 65 th Board Meeting	24 Review of Board Performance	BM47(10) Chair to make arrangements for a Board lessons learned exercise related to the governance issues during 2018-19	MB	In progress Meeting scheduled for 17.07.19
01/05/2019 65 th Board Meeting	26 Sub Committees election	BM47(11) Circulate ARC and Remco meeting dates	JR	Closed Meeting dates circulated