



Gangmasters &
Labour Abuse Authority

GLAA72/17 Remuneration Committee

27 January 2021

Board Paper Reference – GLAA72/17 - Remuneration Committee

1. Purpose of the Report

- 1.1 Update for the Board on recent RemCo activity.

2. Recommendation

- 2.1 That the report and activity in Annex A be noted by the Board, with discussion if wished.

3. Reasons for Recommendation

- 3.1 Regular reporting.

4. Summary of Key Points

CEO Appointment

- 4.1 RemCo continues to act as a sounding board in relation to the ongoing recruitment process.

Review of Policies and Procedures

- 4.2. A HR Policy Approval flowchart has been agreed.
- 4.3 Policies signed off by RemCo at meetings in November 2020 and January 2021 (subject to some minor changes and undertaking of EqIA) are Variation of Duty, Privacy Policy, and Pay and Reward policy. Proposed changes to H&S policy were noted. Work is underway or planned on revision of Recruitment and Selection Policy and Procedure and developments relating to the Bonus Scheme and PADR.
- 4.4. Revised RemCo workplan is to be provided, indicating what will come to the 2021 scheduled meetings.
- 4.5 Agreed that requested revision of Dignity at Work statement and Grievance Policy be put back to April given other demands on HR. ED&I needs to be a priority area for GLAA and policy revision and development here needs to connect to the development of the ED&I plan. Progress looked for this summer.

5. Financial Implications and Budget Provision

- 5.1 Potential costs re H&S competent person.

6. Organisational Risks

- 6.1 Current RemCo activity is designed to (a) help minimise the risks of failing to make a suitable permanent CEO appointment and (b) avoid organisational harm as well as

adverse outcomes for individuals which can occur through the lack of appropriate up-to-date HR policies.

7. Policy Implications and Links to Strategic Priorities

7.1 Ongoing work links particularly to strategic objectives 5 and 6.

8. Details of Consultation/EQIA

8.1 An equality impact assessment is not required for a report from a committee of the Board, but substantive areas referred to in this report do require due regard to be paid to equality impacts. EQIA will be undertaken for policies prior to publishing.

9. Background Papers and Relevant Published Documents

9.1 RemCo Terms of Reference

Report Author: Linda Dickens, Chair RemCo

RemCo Chair's Report for January 2021 Board meeting

Since the November Board meeting RemCo (members - Linda Dickens, Julia Mulligan and Paul Williams) met twice via Skype, on 30 November 2020 and 13 January 2021. Paul Williams was absent from the meeting on 30 November (jury service). He provided input by email. The GLAA chair, Margaret Beels attended both meetings.

1. CEO Appointment

RemCo continued to act as a sounding board in relation to the ongoing process for appointing a new CEO (e.g. on composition and format of panel for stakeholder engagement). PW is a member of the selection panel and agreed to act as an observer at the planned stakeholder session. At the meetings MB and EC provided updates.

2. Review of Policies and Procedures

(i) A HR Policy Approval flowchart has been agreed.

Where anything other than technical or nomenclature change is required, at the start of the process HR will indicate to RemCo its intentions regarding changes required and invite general comments and advice regarding potential risks. The detailed process, which includes engaging with LT and PCS, is determined and owned by HR. In keeping with its TOR, at the final stage, Remco will be asked to sign off revised/new policies.

At its recent meetings RemCo signed off the Variation of Duty policy and (subject to noted small changes) the HR Privacy Policy and Pay and Reward Policy. EqlA requested. Changes suggested to the H&S Policy were noted. The Committee noted the desirability of having an internal 'Competent Person', albeit with external technical support if required. Verbal updates were provided by EC in respect of planned work on policy and procedure for Recruitment and Selection, and developments in relation to the Bonus Scheme and PADR, currently underway. Attendees made various suggestions at the meeting and by email to inform work on these.

(ii) The schedule for policy review and revision to be re-drafted.

Ahead of the November meeting, the Chair of RemCo requested revision of the Dignity at Work policy (bullying and harassment). It has been agreed that this policy needs to be reviewed alongside the Grievance Policy which also requires revision. The policy review schedule was revised at the January meeting to move this work to later in the year, taking realistic account of demands on HR time. A revised Work Schedule for RemCo meetings in 2021 is to be prepared.

RemCo and Head of function agree there is a priority need to develop adequate policies relating to equality, diversity and inclusion. Current policies are inadequate (e.g E and D policy statement) or lacking. Ideally policy revision here needs to connect to development of EDI planning. Progress in this area is looked for this summer.