

**MINUTES OF THE FIRST MEETING OF THE LABOUR PROVIDER LIAISON GROUP–
2 JUNE 2009, HELD AT DEFRA, NOBLE HOUSE, LONDON**

Present:

Paul Whitehouse	Chairman
Joanne Young	ALP
Marshall Evans	REC
Gillian Mills	SAGB
David Camp	ALP

Observers:

Lewina Farrell	REC
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In attendance:

Darryl Dixon	Director of Strategy, GLA
David Nix	Head of Policy and Communications, GLA
Almut Gadow	Policy Officer, GLA

1	Terms of Reference	<ul style="list-style-type: none"> Adopted subject to amendment of third bullet, as attached.
2	Chair	<ul style="list-style-type: none"> Agreed that Paul Whitehouse should chair the group for an initial 6 months, after which chair will be reviewed.
3	Membership	<ul style="list-style-type: none"> Agreed that Board members will nominate non-Board representative participation in the Group Liaison Group members are encouraged to invite to specific meetings other individuals from the industry who may be able to make a contribution on particular issues GLA will be represented by Director of Strategy, Head of Policy and Communications and Policy Officer. Other GLA officials will attend as necessary. No quorum needs to be set as the role of the liaison group is advisory rather than decision-making.
4	Any other business	<ul style="list-style-type: none"> The GLA will consider paying expenses for members attending liaison group meetings where a member would otherwise be unable to attend, and where it is felt that the member is making a valuable contribution to the work of the group.
5	Future meetings	<ul style="list-style-type: none"> Next meeting: 7 July 2009, 2pm The group will consider holding meetings at different venues around the country, subject to consultation and provided these are conveniently accessible to members.