



### 1.0 Introduction

The London Football Association (LFA) was incorporated on 6 November 2000.

The LFA is responsible for setting the standards and values to apply throughout football at every level and supports London-based affiliated football leagues and clubs, including youth leagues and clubs within a radius of twelve miles from Charing Cross, and is regulated by the Football Associated Limited.

The LFA is made up of members Council, Directors, Officers and Working Committees and the Council is made up of members who all represent local football.

There is a Board of Directors that governs the strategic direction of the organisation and the Chief Executive Officer is responsible for the day to day running of the organisation.

The LFA facilitates football development through key partners by maximising resources and expertise. We service the needs of the local football community by putting into place a new generation of modern football facilities, increasing and widening participation, establishing strong sustainable links between schools and clubs, and investing in the football workforce by providing quality education and training courses.

### 1.1 The London FA strategic plan 2017-2020

In January 2017 the London FA launched a three year strategic plan to transform football in the Capital. The strategic plan is structured around three core components:

#### Mission

Get more people playing football more often in the Capital

#### Purpose

To enrich the maximum number of lives through football

#### Values

Teamwork, Passion, Integrity, Excellence

The organisation operates an organisational wide programme management system consisting of a series of programme management teams to ensure we effectively delivery our annual operating plan. The information below provides the key developments in each area of the strategic plan which together will enable more people to play football more often in London.

# Company Governance Overview



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### Participation core focus areas

*The areas we have placed renewed focus on that will have a direct impact on our mission and purpose*

Deliver a great service to our clubs and leagues	Build sustainable football partnerships in the community	Enhanced football offer for young people
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### Participation enablers

*Critical areas of work that support the success of our core focus areas*

Targeted participation campaigns	Develop a workforce academy that supports the needs of the game	Advice and support on facilities and improvements by harnessing the power of technology
Competition pathway	Rules and regulations of the game to improve the experience for the player	

### Participation foundations

*The 'engine room' of the London FA which underpins the entire strategic plan and ensures we can deliver*

More effective and efficient London FA	Harness the power of partnerships	New income generation
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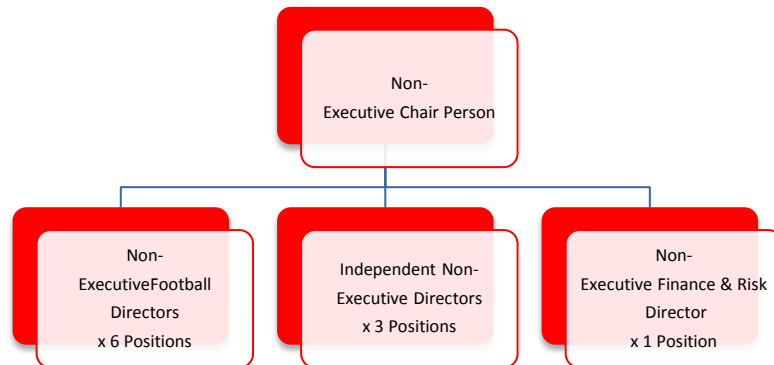
## 2.0 London FA Board Structure

The Non-Executive Board of Directors will ensure the London Football Association (LFA) is effectively and efficiently run, with appropriate oversight and governance, in line with the Sport England [Code for Sports Governance](#). With representation from experts in football, finance, corporate professionals, and diversity of thought and experience will add value to the LFA strategy, plans and delivery.



# Company Governance Overview

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### Board role overview

The LFA Non-Executive Board will be tasked with the following key roles:

LFA Board Role Overview	Act as leaders to <b>promote, foster, develop</b> and <b>support</b> the sport of Football within London
	Create and evaluate the <b>LFA's strategic direction</b> , objectives, mission, plans & values
	Make sure that the <b>financial resources &amp; people</b> are in place for the LFA to meet its objectives
	Provide <b>effective controls</b> which enable risks to be understood, assessed and managed
	Provide monitoring and evaluation of success through effective <b>performance management</b>
	Ensure that its obligations to its <b>Association Members</b> and others are understood and met

### 2.1 Role of the Chief Executive Officer

The Chief Executive Officer is responsible for the delivery of the London FA strategy, and the effective day to day management of the organisation and its resources. They also provide support for the Board with strategy and policy development.

### 2.0 Council Role Overview

The Councillors will contribute to the LFA by providing first-hand knowledge and experience that help to inform plans, priorities and programmes:



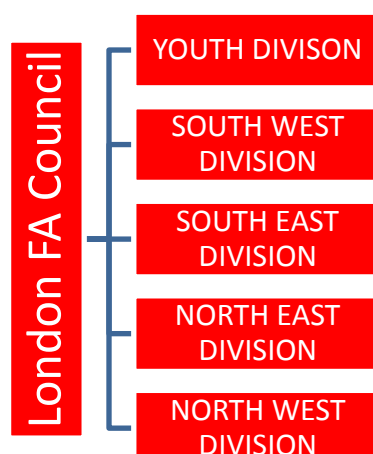
- Ensure they **Promote, Foster, Develop** and **Support** the sport of Football within London
- Contribute to the delivery of our **Objectives, Mission, Plans & Values** of the LFA
- Advise the Board on delivering obligations to its **Association Members**
- Activate the plans by **Supporting Delivery** in the field

All Council Members must complete a full induction programme, complying with all policies and procedures, and meet the qualifying criteria before being able to take up their role.

**Please note from January 2018 this will also apply to all other voluntary roles across the London FA, including the President, Vice Presidents and Life Members.**

### 3.1 Council Structure

With representation from experts, the Council will add value to the delivery of the LFA Strategy and Plans through the following model:



The Council members are volunteers and are responsible to the Chief Executive Officer or to his or her designated staff member in the delivery of their role. This is to ensure the effective day to day delivery of services across the London Football Association, of which the Council provides a key role.

All Council members have been allocated to a Division based on their skills, experiences and geographical location. Each divisional work programme is set in-line with the delivery of the strategic plan by the Chief Executive Officer.

The staff allocated to the effective delivery of the divisional teams is as follows

- |                   |                               |
|-------------------|-------------------------------|
| ▪ Youth Division: | Workforce Development Officer |
| ▪ North West:     | Football Development Manager  |
| ▪ North East:     | Football Development Manager  |



- South West: Football Development Manager
- South East: Football Development Manager

The staff members will attend quarterly Divisional meetings and conduct individual annual performance and development reviews with Council Members. Please note Divisional committee's do not have decision making powers.

### 3.2 London FA Council

Council meetings will take place a minimum of 3 times a year and will be run in a summit format. Meeting will have a themed area of focus with guest speakers, insight and debate on how tackle key issues facing football, and maximising opportunities available for people to participate in football in London.

#### 2018 Key Dates

- 22<sup>nd</sup> January : Council Induction Evening, 7pm-9pm
- 25<sup>th</sup> June: Council Summit – Theme : Understanding the changing behaviours of players to maximise the participation growth in London, 7pm-9pm
- 24<sup>th</sup> September: Council Summit – Theme: Understanding the challenges and opportunities across the football workforce in London, 7pm-9pm.
- 19<sup>th</sup> November: Council Summit – Theme: Understanding the strategic priorities for Football in London for the next 4 years.

### 4.0 LFA Standing Committees

In addition to membership of the Council, Councillors may be asked to serve on one or more of our three Standing Committees with Company Directors. These committees support the Board in specialist areas across the LFA:

## LFA Committees

Audit and Risk Committee

Nominations and Remunerations Committee

Inclusion Advisory Board

The following board appointments for the standing committees are as follows:

Audit and Risk Committee (Board only):

Alastair Morgan



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	Simon Hughes
	Kirstin Furber
	George Dorling
Nominations and Remunerations Committee (Board Only):	Simon Hughes (Chair)
	Alastair Morgan
	George Dorling
	Kirsten Furber
Inclusion Advisory Committee:	Ruth Holdaway
	Paul Mortimer
	Vivienne Aiyela
	5 positions from Council

**Please note the Chair, Finance and Risk Director, and CEO can attend any of the Boards standing committee's.**

The staff member allocated to ensure the effective delivery of the standing committees is as follows:

- |  |   |
|--|---|
| ▪ Audit and Risk Committee:                | CEO   |
| ▪ Nominations and Remunerations Committee: | CEO   |
| ▪ Inclusion Advisory Committee:            | Head of Delivery / Head of Governance (SSL) |

Each standing committee will meet on a quarterly basis

The Terms of Reference for each standing committee can be found in Appendix B.

**Please note standing committee do not have budget authority and the work programme is set in-line with the strategic annual delivery plan.**

**All meeting papers and correspondence will be provided electronically to reduce our impact on the environment, and reduce the costs of our company governance structure.**



### 4.1 Council member appointment process to Standing Committees and Discipline Commission Panels

All Council members will have the opportunity to apply to be a part of a standing committee or Discipline Commission Panels.

#### Process

- Step 1: Complete an Expression of Interest Form – outline your reason and the skills you would bring.
- Step 2: Applications are reviewed by the Nominations and Remunerations standing Committee.
- Step 3: Applicants will be notified within 2 weeks of the decision being made.

In the event of the Standing Committees and Discipline Commission panels being oversubscribed, then appointments will be made on a skills and expertise basis.

### 4.2 Task and finish groups

From time to time there may be a need to create task and finish groups for specific areas of work. In this event, the opportunity will be communicated to all Council Members, including the process for expressing interest and or applying.

#### Process

- Step 1: Complete an Expression of Interest Form – outline your reason and the skills you would bring.
- Step 2: Applications are reviewed by the Nominations and Remunerations standing Committee.
- Step 3: Applicants will be notified with 2 weeks of the decision being made.

In the event of the task and finish group being oversubscribed, then appointments will be made on a skills and expertise basis.

### 5.0 Related Policies

- Board and Council Code of Conduct
- Board and Council Dignity and Respect Policy
- Volunteer Safeguarding Code of Conduct

### 6.0. Policy Owner

This policy is owned and maintained by the Chief Executive Officer.



### 7.0. Policy Review Date

Date last reviewed: March 2018

Review date: March 2019

Approved by Board: 16<sup>th</sup> April 2018