



Board Meeting Notes

Thursday 26th November at 6.30pm via Microsoft Teams

Present: P. Hill (Chair), N. Al-Khatib, A. Beattie, P. Brasher, J. Bull (CEO), A. Durman, M. Goldsack, I. Greenstock, R. James, B. Meldal, R. Wright.

PH opened the meeting and welcomed Mark Goldsack to the meeting. The directors introduced themselves to Mark.

Apologies for absence: M. Mizon.

Minutes of previous meeting and action log review:

- The minutes of the meeting on 19th October were agreed. The action log was reviewed, and the following points noted:
 - The fire risk assessment was to be reviewed.

Commercial Director: Mark Goldsack was confirmed as the Independent Commercial Director.

Conflict of interest declaration: None declared.

Safeguarding

- **The board safeguarding report:** This had been emailed to all directors ahead of the meeting. Directors confirmed this had been read and there were no queries.
- **The Sheldon Report:** JB reported that the independent report into the historical abuse cases in football was expected to be published soon.
- **Board safeguarding briefing:** The annual board safeguarding briefing had been arranged for 16th December at 6.30pm. The annual staff briefing would take place the day before on 15th December. These would be facilitated by Diane Bradshaw (Designated Safeguarding Officer), JB (Senior Safeguarding Lead), and BM (Board Safeguarding Champion).
- **Risk register:** The updated risk register had been shared prior to the meeting. JB and BM reported on the changes. Directors approved the new risk register.
- **Safeguarding Operating Standards Assessment:** The Girling Hughes assessment had taken place on 4th and 5th November. The process had been thorough and useful. The actions within the development plan were being worked on and JB anticipated these would be completed within the next few days.

Return to football:

- **Covid-19 compliance and changing rooms:** Club Covid -19 compliance and the use of changing rooms was discussed. It was agreed that the next club support pack would further emphasise the importance of following the guidance.
- The referees' role in Covid compliance was discussed.

FA/CFA strategy

- **Workforce:** A year 3 student at Anglia Ruskin University would be starting a work placement with us for one day a week. He would be working with the development team on transitioning young people from Kickstart centres into volunteer roles within Hub Clubs.
- **CFA run facility:** Potential partnerships had been identified and discussed. PH reminded the board members of the specifications we would require in order to achieve our objectives



which includes ancillary facilities as well the 3G pitch. JB would talk to each of the potential projects and report back to the board.

- **KPI report and FA Q1 meeting:** Reports had been provided in advance of the meeting. A rise in U6 teams had been expected following the DSO's email to clubs asking them to confirm their teams and coaches but, unlike previous seasons, this rise had not materialised. This would be monitored.
- **Coaches Academy:** As all courses would now be going online and centralised by FA education, Cambridgeshire FA had introduced a Coaches Academy to develop and support coaches. Around 80-90 coaches had registered their interest but the actual take up to join had been disappointing. The Coaching and Player Development Committee had discussed whether the £30 joining fee was a barrier and suggested this product should be offered as a free tool to support all coaches. It was agreed to provide this free of charge for 2020-21 and MG would look for a sponsor to cover the costs to the association.

Inclusion and Diversity

- **Equality Standard progress:** JB reported that work to achieve the preliminary level of the Equality Standard was progressing well. The survey and report on findings had been completed. A three-year plan had been produced to increase participation in coaching, refereeing and playing for females, people with disabilities, and the BAME population. Staff had received inclusion training and further equality and diversity training was included within the staff training plan. The recruitment policy was to be reviewed against the inclusive selection and recruitment guidance that had been provided by Inside Inclusion.
- **Inclusion Advisory Group:** NA updated members on the plans to relaunch the Inclusion Advisory Group. Six people were interested in joining the group and a meeting had been arranged for 2nd December 2020. Some ideas had already been discussed around increasing the number of BAME coaches and involving BAME coaches in Coaches Academy. A partnership was also being explored with Cambridge City FC to introduce coaches from the BAME level 1 coaching course into the club. Case studies of 'Inclusion Heroes' was also to be considered.
- It was noted that although the IAG and youth council are not 'standing committees' they should be added to the standing committees list as other committees.

Finance

- **Management accounts:** RJ reported on the accounts. A loss for the year was predicted but it was felt this still represented a tremendous effort in the circumstances.
- **County cup entry fees:** As the county cup finals had been cancelled for 2020-21, it was felt that the free cup entries should be rolled over to 2021-20. This would be decided at the next board meeting.

Health and Safety: Nothing to report.

Commercial:

- MG was looking into a commercial partnership around the live screening of games.

Date of Next Meeting: Thursday 4th March 2021, 6.30pm.

Joanne Bull

Chief Executive & Company Secretary