

CFA Council Review

Member clubs will be aware that elections to the Cambridgeshire FA (CFA) Council have not taken place for the last two years. At both the 2016 and 2017 Annual General Meetings of the CFA, an Emergency General Meeting (EGM) was held to enable elections to Council to be put on hold while a full review of both the structure and elections to the CFA Council took place.

A Council representative of the game both now and in the future

This review is now complete, and the current CFA Council has approved a package of reforms designed to make the County FA representative of the game both now and in the future.

This is a tremendous opportunity for new people to get involved with the running of the game and its future direction in Cambridgeshire.

EGM to approve recommendations- 19th March 2018 (7pm, CFA HQ)

In order to approve the recommendations, an Emergency General Meeting is required, and this will take place on the **19th March 2018 (CFA Headquarters, 7pm start)**.

Member clubs are permitted to vote on the proposals either in person by attending the meeting or by proxy, which does not require attendance but does allow the club to vote. Further details on how clubs can do this will follow below.

The reforms in brief

Traditionally the CFA was geared to serve the main format of football, which was adult male 11v11. In 2018, there are now many different formats and categories of football, many of which have grown at a rapid rate in the last 10 years, and many now are bigger in terms of team numbers than the adult male 11v11 game. These new formats and categories include:

- Mini Soccer
- Youth Male football
- Youth Female football
- Adult Male
- Adult Female
- Disability
- Small Sided
- Futsal
- Recreational (walking, turn up and play, Flexi football, veterans)

In addition, there are other main stakeholders in the game who should be represented at Council level. These are:

- Coaches
- Referees
- Facilities
- Education
- Business and wider community

The reforms proposed aim to move from the current representation by districts and leagues to a structure that gives all of the aforementioned formats and categories of football a voice and a seat on Council.

Representation numbers have been designed to be proportionate to the number of teams playing in that format.

The full details, which do require significant changes to the CFA Articles of Association, are written in full below. These also include the provision for independent members to attend and vote at Committee meetings, which has been successfully introduced this season.

The proposals also aim to ensure that Council Members are active in the game and in their Council duties. A copy of the brief responsibilities of Council Members is also included in this pack.

Both the CFA Council and Board believe that this radical move is right for the game, and gives the opportunity for those directly involved in the game today and in the future to be members of Council.

How to vote?

In order to vote on the reforms, please either attend the EGM on the 19th March, or send an email before the deadline for proxy votes (5pm on the 16th March) to elections@cambridgeshirefa.com stating either:

I support the proposed reforms to make the CFA representative of football as written in the paper provided as part of the EGM

I do not support the proposed reforms to make the CFA representative of football as written in the paper provided as part of the EGM

Club name:

Person submitting the vote:

Date:

The reforms in full including wording for Article changes

Council re-structure change of articles

The Council Review process which began at the request of Council in 2015 to establish better representation and stakeholder engagement, has reached a vital stage.

In 2017 Council expressed a desire to see specific recommendations come from the Review Group for implementation in time for the 18-19 season.

The structure of the proposed Council had already been agreed and communicated to Council. The purpose of the latest Review Group was to determine how elections might be implemented to achieve the desired outcome.

Prior to dealing with the issue of election process, the Group was tasked with the provision of additional members on Committees.

The change of articles and structure was agreed by the Council on the 29th January 2018.

From the Council Review process, the following recommendation outlines the wording required in CFA Articles to support the involvement of additional stakeholder members on Committees.

I) From Council Review Meeting 18th January 2018 Agenda Item 2 (iii)

Article change needed to allow up to 3 Independent Members on each Committee.

Add new Article 64: Independent Members

‘Up to 3 members, who are independent of Council*, are permitted to attend CFA Committee Meetings at the invitation of the Chair based on the strategic need identified by the Board of Directors. There is flexibility for these members to vary in personnel from meeting to meeting, but each independent member in attendance will retain voting rights.’

*CFA will refer to these members, who are independent of Council, as ‘Independents’.

Re-number Articles from current 64 (becomes 65).

Achieving the new Council structure- outlining the Election process:

The process to achieve the vision outlined by the Council Review Group requires significant changes to the current election process to Council. While also requiring changes to Articles, discussions also need to take into account the directive of the Board to achieve future compliance with the Sport England Code of Governance.

Elections required to elect format/ category representatives instead of current divisional representatives.

GOAL 1 PLAY	GOAL 2 COACH	GOAL 3 FACILITIES	GOAL 4 VOLUNTEERS	GOAL 5 EXCELLENCE
Mini Soccer (3)	Coaches Youth Game- from PLAY	Facilities rep (1) to have background in this area. Awareness of:	Club & League roles- from PLAY/ COACH	Business
Youth Male (3)	Coaches Adult game (1)	Club Groundsman (pitches)	IAG/ Inclusion (1)	Health
Adult Male (3) <ul style="list-style-type: none"> 1 Pro game 1 NLS 1 Below Step 7 	Young Players- from PLAY & Youth Council	Local Authorities	Referee (2) <ul style="list-style-type: none"> 1 RA 1 other 	General stakeholders
Youth Female (1)	Education (1)	County Council	Youth Council (1)	
Adult Female (1)	Pro pathway/ Scholars programme from PLAY	School business/ facilities development	Schools – from COACH	
Disability (1)		Commercial developer sector		
Recreational (1)				
TOTAL PLAY (13)	TOTAL COACH (2)	TOTAL FACILITIES (1)	TOTAL VOLUNTEERS (4)	TOTAL EXCELLENCE (1)

- Election process to be electronic to make it simple.
- Request for nominations for the format/ category roles out on the 1 April.
- Extensive publicity and communications will be required to create interest and awareness both within football and wider community
- Nominations to be returned by 3rd week April.
- 21 days for category/ format clubs to vote (For example Mini Soccer 3 representatives to be elected by the Mini Soccer clubs only and so on).
- CFA Annual General Meeting confirms the appointment
- Any roles not filled to be referred to the Board/ Council to either fill or leave vacant as required by the workload/ strategy priorities

Articles to be amended as a result of the above:

Article 34 (red to be amended)

The Council shall comprise:

- (i) the President;
- (ii) the Chair;
- (iii) the Vice-Chair;
- (iv) the Life Vice-Presidents;
- (v) not more than eleven Acting Vice-Presidents;
- (vi) the Chief Executive;
- (vii) ~~the District Representatives;~~

- ~~(viii) one representative from the Cambridgeshire Referees' Association; and~~
- ~~(ix) one representative from each Affiliated League who have 10 or more 11-a-side clubs Affiliated to the Association, one representative from each Affiliated League who have 20 or more Youth or Mini-Soccer clubs.~~
- ~~(x) up to three co-opted members.~~
- ~~(xi) Youth Council representative~~

Replace with:

- (vii) Representatives identified by the Board and supported by Council to deliver the current and/or forthcoming CFA strategy (currently this is as outlined in the table above)

This is important as it will mean we have the ability to change numbers and roles in line with Strategy cycles (e.g. 2018-22 may require some tweaks to what we have currently identified). This is considered important to enable flexibility in adjusting numbers and roles as required.

Article 36.

~~36. The County shall be divided into such Districts as the Council think fit. Each District shall be entitled to appoint such number of persons as the Council shall decide as its Representative(s).~~

Replace with:

'Council to be constituted in line with the needs identified initially by the Board and supported by Council for the respective 4 year strategy cycle'.

Article 37

At the Association's 2004 Annual General Meeting District Representatives will be appointed for the first time and at the Association's Annual General Meeting in every ~~third~~ year thereafter, all of the District Representatives shall retire, but shall be eligible for reappointment.

'Terms for Council Members to be in line with FA strategy cycles (usually 4 years) therefore to ensure compliance with the Code of Governance terms to be 2 x 4 years.'

Articles 36- 46

All references to ~~District~~ to be replaced by **formats/ categories of football**.

Article 39- remove the following wording:

~~'Any person nominated must reside within the County and no person may be nominated for more than one District'~~

Appointments to Council- Article 47-50: The roles identified in the table above outside of formats/ categories, for example Facilities Representative, to follow an open recruitment process as there is no specific body to nominate and vote on such roles.

Volunteer Workforce needs for Strategy cycles

Currently the Executive (Chair, Vice Chair, CEO) determine which committees require which skills. This was seen with the new 11v11 Committee. This process could be extended so that this delegated Sub Committee of the Board determines the numbers needed and specific roles and skills for each committee.

Active/ Non Active

There is a process for non-active to become active, but not vice versa. This is to be provided for by the following Article:

‘A Council Member can elect to become non-active by advising the Chief Executive/ Chair of Council in writing at any time.’