



"Offering and developing football for all in Derbyshire since 1883"

Summary Minutes for Notification to DCFA Council

Minutes of a Meeting of the Board of Directors held on

Wednesday 19th May 2021 at 12pm

Via Virtual Meeting on Microsoft Teams

Present: Frank McArdle (FMc) (Chair), Ms' Ardip Kaur (AK), Ian Wright (IW) Ricky Stevenson (RS) (CEO), Gary Parkin (GP), Colin Sedgwick (CS), Steve Nicks (SN), Liam Rooney (LR), Ryan Haynes (RH).

Leoni Waghorn (LW), Andrew Brewin (AB) – Joined as board observers

Jenny Blewitt (JB) (minute- taker)

- 1. Apologies:** - David Heron (DH), Phil Randle (PR)
- 2. Notification of any potential conflict of interest:** -
None
- 3. Matters arising from previous minutes & approval:** -

a) 10th February 2021 –

Matters arising – RS updated Board re plans for the office update and clarified that we are not looking to split the office, just to update the interior, all Board Members agreed.

RS and FMc updated with regards to the photographs for Keith Compton and David Heron.

b) 21st April 2021 -

Matters arising – FMc updated that after they closed the estate, they discovered that Keith Compton had 400 shares for Chesterfield FC which he proposed were donated to the supporters Association in Keith's name which would be held in record in the Board room on a memorandum in Keith's name. FMc requested RS arrange a plaque in Keith's memory for the office

Minutes agreed as accurate and signed off by FMc. (Silence also taken as agreement)

4. Accounts –

a. Quarter Three Accounts January – March 2021 – RS updated the meeting regarding the accounts and the investments from Keith's estate

AB joined the meeting.

b. Cash Flow Forecast & Budget 2020/21 - Overview by RS

Accounts signed off by FMc

5. DCFA 2021-2024 Strategy Update – Liam Rooney & Ryan Haynes

LR updated the Board regarding the staff feedback and delivered a presentation in conjunction with RH. Discussion about modernising the Brand, League and Club requirements and facilities.

Timescales agreed to feedback to RH and LR

RS provided a comment from our Regional Manager Ben Grady “The progress and engagement on the Strategic Plan continues to be impressive and I’m sure the progress and end result will provide a great direction to the organisation over the next few seasons”. RS thanked RH and LR for leading the process.

FMc – Thanks to RH & LR

13.04hrs - LR & RH left the meeting

6. DCFA Governance Review – FMc & AK

a. Update on Board Recruitment - FMc introduced both Leoni Waghorn, as Equality Director and Andrew Brewin, as Financial Director to the Board.

LW thanked FMc, gave an overview of her thoughts and ideas about the role so far and stated she is very excited about taking on the role.

AB thanked FMc, also looking forward to the role.

RS detailed the recruitment process, that Frank McArdle, Ben Grady, Gary Parkin, Ricky Stevenson, and Jenny Blewitt as the interview panel. Highlighted that the process was conducted as per the governance code and all unsuccessful candidates have been informed.

Board members agreed the appointments of Leoni Waghorn, as Equality Director and Andrew Brewin, as Financial Director to the Board.

b. Role profiles for Board Members

FMc thanked all Board Members for their engagement with the templates describing their roles, expertise, and ambitions for the future. That has been converted into a future structure which will be circulated for comments. Council and Board structure shared with members and FMc explained that he would be speaking to all members regarding the structure individually.

7. To receive reports on DCFA Business

a. Safeguarding Update – GP gave an overview of Safeguarding within the CFA for the new Board Members, the Safeguarding Operating Standards assessment processes and the support offered to neighbouring CFA’s, including the contractual arrangements with Hunts FA.

GP updated on the impact of football restarts and postponements of football on safeguarding and poor practices cases and gave an overview of cases recently received.

b. Equality Update – Jenny Blewitt

i) The Equality Audit Report had been circulated to all Board Members prior to the meeting and an overview of the report was delivered by JB. The recommendations and conclusions

were highlighted by JB who stated that the audit would be repeated in 12 months' time, when the 2021 census data is released, for an up-to-date comparison.

Board Members agreed the message was clear and we need to review where we can and take opportunities where they are available. FMc highlighted that LW can embrace the report with JB, LW stated she was looking forward to the work, ensuring there is no unconscious bias and how that is projected moving forward.

c. Operational Update – RS gave an overview of the work undertaken by the operations and development team – discipline, facilities, Freshdesk, CPD, Safe SID, FA Regional Manager recruitment.

JB left the meeting.

d. Staff Update – RS updated members about the DSO support to Hunts FA, Staff Survey results shared with board. Staff returning from furlough and back into the office on a rota basis.

7. DCFA Council Agenda – Agreed that the Council meeting will be virtual, Agenda to include presentation on the new strategy and council structure and nominations. FMc and board members wanted to pass on their thanks to Alan Winfield for his help and support provided in completed the Council Terms of Reference.

Council will take place on Wednesday 2nd June 2021 @7pm - online

8. Any Other Business –

No other business

9. Dates of Next Meetings

- a. Wed 21st July 21 @12-2pm
- b. Wed 8th Sept 21 @12-2pm
- c. Wed 10th Nov 21@12-2pm
- d. Wed 9th Feb 22 @12-2pm
- e. Wed 11th May 22@12-2pm

FMc thanked all for their time and support

Meeting closed at 13.59.hrs