

London FA	Minutes of the London FA Board
Date:	Wednesday 15 th June 2022
Venue and time:	18.00 – 20.00, Committee Room 1, The Guildhall, London, EC2V 7HH
Present:	James Middlehurst (Chair), Christina Oshodi, Jill Berry, Tom Barnard, Ian Wallis, Roger Fox, Alistair Morgan, Yashmin Harun, Anita Poulman Paul Bickerton (CEO), Danny Mills (London FA Board Co-ordinator), Neil Twitchett (present for Item 6 on the Agenda only), Deryll David (present for Item 6 on the Agenda only)
Apologies:	Karen Greene, Mark Deveney, Paul Mortimer

No	Item and Discussion	Action
1	Welcome & introductions	
1.1	James Middlehurst (JM) introduced the agenda.	
2	Confirm & sign minutes of previous meeting	
2.1	Paul Bickerton (PB) ran through the actions from the minutes of the 25 th April 2022 meeting (the Minutes) and provided a progress update against each one.	
2.2	PB reported that only a small number of individuals from Council were still to sign up to the Safeguarding Code of Conduct for Volunteers.	PB and IW to discuss next steps in relation to these individuals.
2.3	See Item 5.1 for an update regarding the London FA's 2022 safeguarding assessment (the Assessment).	
2.4	PB confirmed that the London FA Racial Equality Action Plan had been launched as scheduled (i.e. at the end of April 2022). JM and PB noted that engagement with key stakeholders would continue.	
2.5	PB noted that JM had provided a formal response to the Women & Girls Proposal on behalf of the Board. Yashmin Harun (YH) informed the Board that she had also communicated to Council that there are issues on the horizon with the provision of facilities for women's football that need to be dealt with (see Item 7.5).	
2.6	Referee participation was discussed under Item 6 of the agenda for this meeting and the findings of the Nominations & Remunerations Committee and Risk & Audit Committee were discussed under Item 5.2.	
2.7	Considering the above, the Minutes were confirmed as an accurate record of the April meeting.	
3	Matters Arising	
3.1	None	

<p>4</p> <p>4.1</p>	<p>Conflicts of interest disclosure</p> <p>None</p>	
<p>5</p> <p><u>5.1</u></p> <p>5.1.1</p> <p>5.1.2</p> <p>5.1.3</p> <p><u>5.2</u></p> <p>5.2.1</p> <p>5.2.2</p> <p>5.2.3</p> <p>5.2.4</p> <p>5.2.5</p>	<p>Board papers</p> <p><u>Safeguarding Report</u></p> <p>PB reported that the Assessment took place in May 2022 and the final Safeguarding Report had been shared with the Board. PB noted that the outcome of the Assessment, as set out in the Safeguarding Report, was positive and that the team’s hard work was recognised by the assessors.</p> <p>Anita Poulman (AP) asked whether there are processes in place to track the London FA’s performance in respect of safeguarding going forward. PB noted that the team track key compliance data daily via the Power BI monitoring tool and also undertake monthly reviews to track progress against the Safeguarding Operating Standard.</p> <p>Christina Oshodi (CO) asked whether there was a material difference between the London FA’s historic self-assessment and the findings of the external assessor. PB noted that the London FA had typically marked itself in a harsher manner than the assessors did, as it did not want to appear as complacent and was not able to make comparisons across other County FAs.</p> <p><u>CEO Report</u></p> <p>A written report had been provided to the Board by PB. PB introduced this report to the Board and then delivered a verbal update on the following matters:</p> <p><i>Salary & Benefits Review</i></p> <p>PB noted that the Nominations & Remunerations Committee and the Risk & Audit Committee had met in May 2022. PB summarised the process and recommendations from the Nominations & Remunerations Committee and the Risk & Audit Committee and invited the Board to consider the final recommendations of the Salary & Benefits Review, along with the 2022-23 budget (the Budget), at the Meeting.</p> <p>PB ran through a set of slides which set out the background to, and the process and findings of, the Salary & Benefits Review (the Slides).</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>PB to share the Slides with absent Board members.</p>

<p>5.2.6</p> <p>5.2.7</p> <p>5.2.8</p> <p>5.2.9</p> <p>5.2.10</p> <p>5.2.11</p>	<p>The Board discussed the pros and cons of proceeding with the Nominations & Remunerations Committee’s and the Risk & Audit Committee’s recommendations and, following such discussion, voted to approve the final recommendations of the Salary & Benefits Review. JM commended the Salary & Benefits Review and the work of the team who had prepared it.</p> <p>APPROVED: Salary & Benefits Review recommendation as set out at Item 5.2, Appendix 1.</p> <p>PB set out the proposed process for communicating the new salary structure to members of staff. [REDACTED]</p> <p><i>London FA Plan & Budget 2022-23 (the Budget)</i></p> <p>PB highlighted certain key line items in the Budget and overlaid how changes to the business’s operations had impacted, and may in the future impact, its accounts. Material changes discussed by the Board included: (i) office relocation; (ii) commercial income; (iii) over-delivery on FA targets; and (iv) the FA’s annual RPI contribution.</p> <p>The Board discussed the Budget and the London FA’s objectives for the 2022-23 season. In particular, the Board discussed various options for establishing a commercial partner(s) for the London FA with a view to generating income going forward. Following such discussion, the Board approved the Budget.</p> <p>APPROVED: The 2022-23 Budget as set out at Item 5.2, Appendix 2.</p>	
<p>6</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p>	<p>London FA Refereeing Plan 2022-23</p> <p>Neil Twitchett (NT) and Deryll David (DD) joined the meeting and referred the Board to the London FA Refereeing Plan 2022-23.</p> <p>DD highlighted the refereeing team’s key tactics to support referees, which included: (i) creating a more diverse workforce; (ii) working with a range of partners (e.g. charities) to attract new referees; (iii) providing care and support to referees through the local league structure; and (iv) increasing the London FA’s interaction with girls and disability leagues. DD also spoke to the Board about how the refereeing team works to retain experienced referees.</p> <p>JM asked whether support for referees that fell away during 2020-21 due to COVID-19 had been reinstated. DD confirmed that it had.</p> <p>Roger Fox (RF) noted that the London FA lost 27% of its referees over the 2021/22 season. RF explained to the Board that a large proportion of referees and referee developers, because of the level they are refereeing at, are under the control of the FA (not the London FA). DD identified encouraging senior referees to come back and support junior referees as a priority going forward.</p>	<p>Slides from this presentation to be shared along with the minutes of the meeting.</p>

6.5	YH noted the areas of refereeing that the London FA is a leader on among the Counties and asked whether there are ways in which the London FA can support other Counties.							
6.6	JM asked what processes were in place to keep retired referees engaged. DD informed the Board that when a referee retired efforts were made to keep them engaged. NT noted that how and where refereeing courses are held, and who they are targeted at, is an increasing focus of the team.							
7	<p>Verbal Update Reports</p> <p><u>7.1 Risk & Audit Committee Update</u></p> <p>7.1.1 The next Risk & Audit Committee meeting date is to be confirmed but will take place to review and sign-off the 2021-22 accounts, likely in September 2022.</p> <p><u>7.2 Nominations & Remunerations Committee Update</u></p> <p>7.2.1 JM noted that the Committee would extend its search for a replacement for Ali Morgan (AM) to external candidates.</p> <p>7.2.2 The next Nominations & Remunerations Committee Meeting date is to be confirmed and the purpose of the meeting will likely be to interview candidates for the Finance & Risk Director position.</p> <p><u>7.3 Inclusion Advisory Group & Plan</u></p> <p>7.3.1 PB gave the Board an update from the latest Inclusion Advisory Group meeting.</p> <p><u>7.4 FA Representative / Women & Girls</u></p> <p>7.4.1 YH gave the Board an update from the latest FA Council meeting.</p> <p><u>7.5 Facilities</u></p> <p>7.5.1 PB reported that the FA had agreed to provide a facilities officer (funded for the next three years) who's job will be to work with the London FA to develop a plan for the future of amateur football facilities in London. This officer would focus on the grass-pitch programme and equal access to facilities for Women & Girls.</p>	YH & PB to meet with the FA for an update on the hybrid pitch programme and report back.						
8	<p>Date / time / place of future meetings</p> <p>8.1 Dates for future Board and Council meetings in 2022:</p> <table border="1" data-bbox="256 1899 1230 1984"> <thead> <tr> <th data-bbox="256 1899 719 1921">BOARD</th> <th data-bbox="724 1899 1230 1921">COUNCIL</th> </tr> </thead> <tbody> <tr> <td data-bbox="256 1921 719 1944">• Monday 5th September 2022</td> <td data-bbox="724 1921 1230 1944">• Monday 17th October 2022</td> </tr> <tr> <td data-bbox="256 1944 719 1966">• Monday 14th November 2022</td> <td data-bbox="724 1944 1230 1966">• Monday 5th December 2022</td> </tr> </tbody> </table> <p>8.2 The London FA AGM will take place on Monday 27th June 2022.</p>	BOARD	COUNCIL	• Monday 5 th September 2022	• Monday 17 th October 2022	• Monday 14 th November 2022	• Monday 5 th December 2022	
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<p>9</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p>	<p>AOB</p> <p>Ian Wallis (IW) informed the Board that he had received three applications for the vacancy on the Cup Competitions Committee. IW detailed the competencies of each candidate then, having done so, nominated Gemma Watson.</p> <p>APPROVED: Gemma Watson to join the London FA Cup Competitions Committee.</p> <p>CO asked about the FC Elmstead vs The Wall FC incident, which took place at Beckenham Town FC's ground and that the Board discussed at the meeting in April. PB noted that the charges had been reviewed by an Independent FA Disciplinary Commission and had not been upheld. The investigation was closed.</p> <p>At the end of the meeting, PB made a short presentation and gift to AM, as it was his final Board meeting as a London FA Board member. JM and PB thanked AM for his hugely valuable service and counsel to the Board during his four-year tenure.</p>	<p>London FA to place a short statement on its website regarding this case, for any media enquiries.</p>
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