

<b>London FA</b>	<b>Minutes of the London FA Board</b>
<b>Date:</b>	Monday 20 <sup>th</sup> February 2023
<b>Venue and time:</b>	18.00 – 20.00, Box 4027, Wembley Stadium, SW1P 9EQ
<b>Present:</b>	James Middlehurst (Chair), Christina Oshodi, Jill Berry, Tom Barnard, Ian Wallis, Paul Mortimer, Anita Poulman, Abu Nasir, Nina Stewart, Roger Fox Paul Bickerton (LFA CEO)
<b>Apologies:</b>	Yashmin Harun

<b>No</b>	<b>Item and Discussion</b>	<b>Action</b>
<b>1</b>	<b>Welcome &amp; introductions</b>	
1.1	James Middlehurst ( <b>JM</b> ) introduced the agenda and welcomed Nina Stewart ( <b>NS</b> ) and Abu Nasir ( <b>AN</b> ) to their first meeting. NS and AN both gave a short summary of their background and reasons for joining the London FA Board	
1.2	JM explained that Mark Deveney ( <b>MD</b> ) had regretfully resigned from the Board, due to ill health and work commitments. The Board wished to place on record it's thanks to Mark for his contribution to the London FA and wish him all the best for the future.	
1.3	It was agreed that as MD was a Council-elected Board Director, the Board would operate with 11 members until the new Council-elected Directors could be appointed at the Council meeting on Monday 4 <sup>th</sup> December 2023.	
<b>2</b>	<b>Confirm &amp; sign minutes of previous meeting</b>	
2.1	Paul Bickerton ( <b>PB</b> ) ran through the actions from the minutes of the 14 <sup>th</sup> November 2022 meeting (the <b>Minutes</b> ) and provided a progress update against each one.	
2.2	The actions set out in 2.2 were recorded as incomplete and so it was agreed to retain these in the minutes and carry them over to the next meeting. These were that Jill Berry ( <b>JB</b> ) would speak to NS regarding her recent meeting with Ian DaCunha and that JM would complete the 1-1 written summaries from the Board Director reviews completed over the summer of 2022 (as per Code of Governance requirements)	JB and JM to provide Board with a progress update at next meeting
<b>3</b>	<b>Matters Arising</b>	
3.1	AP requested that we consider the risk register at the Board Away Day on 20 <sup>th</sup> April 2023 and that we not only focus on risks but also opportunities.	PB to add to Away Day agenda
<b>4</b>	<b>Conflicts of interest disclosure</b>	
4.1	None	

<p><b>5</b></p>	<p><b>Board Papers</b></p>	
<p><u>5.1</u></p>	<p><u>Safeguarding Report</u></p>	
<p>5.1.1</p>	<p>PB summarised the written report and then informed the Board that unfortunately the Safeguarding Manager Carly Sclare had very recently resigned. This resignation took place after the Board agenda and papers had been circulated and therefore was not highlighted in the report.</p>	
<p>5.1.2</p>	<p>PB explained that the likely next steps would be a like-for-like replacement; however, given the turnover in this position over the past few years there would be some discussions with The FA and neighboring County FAs to explore whether a different approach should be taken. In the interim, the Assistant Safeguarding Officer (Harry Woodley) would assume several of Carly’s duties, supported by PB and the rest of the London FA senior management team.</p>	
<p>5.1.3</p>	<p>JB asked if exit interviews were held with staff and PB confirmed that they were. The feedback from Carly had been that the role was less focused on safeguarding case management than she had expected, as the more serious safeguarding cases are managed directly by the FA Safeguarding Case management team.</p>	
<p>5.1.4</p>	<p>AP asked if it was possible to access the data on the ELSA system and PB explained that this was only available to the FA, not County FAs. However, The London FA had recently invested in the new ‘Record My’ software to manage all of its lower-level cases and the Board would see the first report from this new software in the 20<sup>th</sup> April Board safeguarding report.</p>	<p>New ‘Record My’ system to feature in next SG Board Report</p>
<p>5.1.5</p>	<p>A conversation took place on accessing trend data for both discipline and safeguarding cases. PB confirmed this was difficult currently as new systems had been put in place this season for both; however, in the future the Record My and discipline case tracker systems would allow for this.</p>	
<p><u>5.2</u></p>	<p><u>CEO Report</u></p>	
<p>5.2.1</p>	<p>A written report had been provided to the Board by PB. PB introduced this report to the Board and summarised the financial position of the business.</p>	
<p>5.2.2</p>	<p>Roger Fox (<b>RF</b>) highlighted a concern that a new referee funding and development programme had been introduced without consultation with the Referees Committee. PB responded that he would investigate this.</p>	<p>PB to raise with Neil Twitchett / Deryll David and for them to report back to RefComm.</p>
<p>5.2.3</p>	<p>PB then ran through the County FA Operating Model slides circulated at Appendix 4 and explained that the discussion would be summarised and collated as feedback to go to The FA via a Smartsheet link.</p>	
<p>5.2.4</p>	<p>The Board agreed that the following feedback would go to The FA:</p> <ul style="list-style-type: none"> <li>- opposing any changes to the fixed 40% funding split</li> <li>- opposing any changes to the 30% player pathway split for this funding cycle (2024-27), as this would risk ‘changing the goalposts’</li> <li>- supporting the shift from coaching to accreditation</li> </ul>	<p>PB to send this feedback to The FA via the Smartsheet link</p>

5.2.5	It was also agreed that London FA were at a natural disadvantage as regards the facility split and that there were concerns that The FA's overall changes seemed to disproportionately penalise the larger County FAs. PB would discuss this with Chris Pringle in the first instance.	
5.2.6	JM highlighted the issue of County FA reserves and the importance of clarifying the FA position on this. NS highlighted that regardless of the FA's position, it would be good practice for London FA to have its own clear policy of reserves and a plan for potential reinvestment of any excess reserves. It was agreed this issue should be discussed further at the Risk & Audit Committee and possibly at the upcoming Away Day.	PB to place London FA reserves on the agenda for both the R&A Committee and the upcoming Board Away Day
6	<p><b>2023 London FA Governance Arrangements</b></p> <p>6.1 PB took the Board through a presentation on the Board &amp; Council Appointments Process and Timeline (see Report No. 6) and re-emphasised the decision required by the London FA Board to approve the timeline &amp; process and the formation of a working group to lead the review of the London FA Council.</p> <p>6.2 <b>DECISION:</b> The Board approved the Board &amp; Council Appointments Timeline &amp; Process and the formation of a council review working group, as set out in Report 6 – London FA Governance Arrangements.</p>	<p>PB to circulate the slides along with the minutes of the meeting</p> <p>PB &amp; JM to set out membership of working group and propose this to Board for approval</p>
7	<p><b>Verbal Update Reports</b></p> <p><u>7.1 Risk &amp; Audit Committee Update</u></p> <p>7.1.1 The next Risk &amp; Audit Committee meeting date was confirmed as Tuesday 28<sup>th</sup> February 2023. The purpose of this meeting would be to review the 2021-22 accounts.</p> <p><u>7.2 Nominations &amp; Remunerations Committee Update</u></p> <p>7.2.1 JM explained that he was planning to convene a meeting of this committee to start the conversation on staff remuneration for the 2023-24 season</p> <p><u>7.3 Inclusion Advisory Group &amp; Plan</u></p> <p>7.3.1 PB gave the Board an update from the latest Inclusion Advisory Group meeting and referred to the Balanced Scorecard for the Racial Equality Action Plan which had been circulated with the papers for this meeting. This scorecard would be shared with the IAG and used to track progress from here.</p> <p><u>7.4 FA Representative / Women &amp; Girls</u></p> <p>7.4.1 Prior to the Board meeting, YH had provided PB with a report from the latest FA Council meeting. He confirmed that he would share this with the Board.</p>	<p>NS to circulate finalised accounts to Board for sign off</p> <p>JM to contact Committee members re: meeting dates</p> <p>PB to circulate along with the minutes of the meeting</p>

<p><b>8</b></p> <p>8.1</p>	<p><b>Date / time / place of future meetings</b></p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;"><b>BOARD</b></th> <th style="width: 50%;"><b>COUNCIL</b></th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> <li>• Thursday 20<sup>th</sup> April 2023 <i>(Away Day)</i></li> <li>• Monday 19<sup>th</sup> June 2023</li> <li>• Monday 11<sup>th</sup> September 2023</li> <li>• Monday 20<sup>th</sup> November 2023</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Monday 27<sup>th</sup> March 2023 <i>(virtual)</i></li> <li>• Monday 10<sup>th</sup> July 2023 <i>(AGM, F2F)</i></li> <li>• Monday 9<sup>th</sup> October 2022 <i>(virtual)</i></li> <li>• Monday 4<sup>th</sup> December 2023 <i>(F2F)</i></li> </ul> </td> </tr> </tbody> </table>	<b>BOARD</b>	<b>COUNCIL</b>	<ul style="list-style-type: none"> <li>• Thursday 20<sup>th</sup> April 2023 <i>(Away Day)</i></li> <li>• Monday 19<sup>th</sup> June 2023</li> <li>• Monday 11<sup>th</sup> September 2023</li> <li>• Monday 20<sup>th</sup> November 2023</li> </ul>	<ul style="list-style-type: none"> <li>• Monday 27<sup>th</sup> March 2023 <i>(virtual)</i></li> <li>• Monday 10<sup>th</sup> July 2023 <i>(AGM, F2F)</i></li> <li>• Monday 9<sup>th</sup> October 2022 <i>(virtual)</i></li> <li>• Monday 4<sup>th</sup> December 2023 <i>(F2F)</i></li> </ul>	
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<p><b>9</b></p> <p>9.1</p>	<p><b>AOB</b></p> <p>AN highlighted that a number of County FAs (and The FA) were doing their own Council reviews and it would be good to hear from them. It was agreed PB would follow this up with fellow CFAs.</p>	<p>PB to consider inviting a CFA to the Away Day</p>				