



London FA	Minutes of the London Board Meeting
Date:	20 September 2018
Venue and time:	Guildhall, 6.30pm
Present:	G. Dorling (Chair), P. Bickerton (CEO), A. Morgan, S. Hughes, I. Wallis, P. Mortimer, R. Holdaway, V. Aiyela, G. Shirley, D. Harris
Guests	B.Greaves, L.Thomson (safeguarding item only)

Item	Area and Discussion	Action
1	Apologies for absence Kirstin Furber Louise Dorling	PB to call Louise Dorling
2	Confirm and sign the minutes of the Board meetings held on Monday 16th July 2018	GD (Chair) signed the minutes. PB to circulate to Council
3	Matters Arising Question was raised regarding allocation of last year's Cup Final Tickets. A Calendar of meetings and wider events to be circulated to board	PB to follow up PB to follow up
4	Conflicts of interest disclosure None.	
5	Safeguarding Update – VA/BG/LT	
5.1	Formal report from the assessors Girling Hughes received and summarised by BG	BG to circulate report
5.2	Question regarding the framework of rules against which we work. Response provided that this is the Safeguarding Operating Standards drawn up by the FA. An action plan to deliver against the remaining standards in development.	PB/BG to circulate action plan to Board once complete
5.3	Question regarding unaffiliated, recreational football and LFA's responsibility regarding this. Discussion ensued and consensus that whilst it is very difficult to control or be responsible for, there is still an education and awareness-raising piece that could be done.	PB/BG to consider and take back to working group
5.4	Youth Board presentation from LT regarding establishing a group that can represent young people and give them a voice in the work of the LFA at all levels.	

5.5	Suggestion name should be Youth Council, not Youth Board.	Agreement to change name to Youth Council
5.6	Recommendation that a representative of the Youth Board (most likely the Chair) to attend LFA Board meetings twice a year. Recommendation approved	
6	CEO Report	
6.1	CEO ran through initial reflections since starting in post and the immediate action plan that has been put in place.	
6.2	Discussion regarding Head of Finance & Operations role. Agreement with need for role, RH and PB to connect as RH has recruited these type of roles in the past and could help with the setting out of job descriptions, person specifications, etc.	PB/RH to arrange meeting with relevant contacts
7	Finance Report	
7.1	CEO reported on the financial position of the organisation, to include the development of a budget variance analysis report to provide more strategic information to the Board.	Budget variance analysis report to be circulated to Board for 15 Oct meeting
8	Governance	
8.1	CEO recommendation to Board that recent proposal to alter LFA Articles of Association at 24 Sept. AGM not in order and could not be put to the meeting in their present form. Recommendation approved	
8.2	Agreement that LFA Chairman, acting Deputy Chair, Chief Executive and any relevant others to meet with the proposers, with a view to seeking an agreed package of proposed changes.	PB to arrange meeting
9	Verbal Reports	
9.1	<u>Balance Score Card Update</u> Balanced scorecard to follow organisational prioritisation exercise	
9.2	<u>Risk and Audit Committee</u> Meeting scheduled for the evening of 29 Oct 2018	

9.3	<p><u>Inclusion Advisory Committee</u></p> <p>VA reported group had met earlier that week. Focus for group will be achieving the equality standard.</p>	GD and AM to be invited to these going forward.
10	<p>Key Dates:</p> <p>24th September – LFA AGM and Council 15th October – LFA Board Meeting 19th November – LFA Board Meeting 26th November – LFA Council Meeting</p> <p>No dates set for December yet.</p>	
11	<p>AOB</p> <p>11.1 Upcoming FIFA Event not communicated to all Board. Noted by CEO.</p> <p>11.2 Chair provided update on Wembley.</p>	<p>Events to be added to calendar</p> <p>GD to circulate short report on Wembley to Board</p>
	<p>Close & Depart</p> <p>Meeting closed at 9.45pm</p>	