

Judicial Committee

Minutes

Date of Meeting: Wednesday 3rd April, 7pm-9pm

Venue: The Guildhall

Attendees: L. Dorling, B. Greaves (Head of Governance), P. Barnes, E. Webb, I. Yearwood, T. Sharples, L. Di Cesare, D. Lando, K. Adjepong

Apologies: G. Harknett; K. Greene

1. Introductions

L. Dorling welcomed all to the meeting. L. Dorling, as a LFA Board member, to Chair the first meeting. B. Greaves to take the minutes of the first meeting. All present introduced themselves and their roles within the LFA.

L. Dorling explained the process for electing a Chair, a Vice Chair and a Secretary. This will need to be decided within the first 3 meetings.

2. Terms of Reference (TOR)

TOR were circulated prior to the meeting and have been agreed by the LFA Board of Directors.

T. Sharples raised a query regarding staff being co-opted. L. Dorling made it clear that staff members would be non-voting.

3. Training

Training will be available over the coming months for panel members who wish to sit on youth cases. As soon as this is released this will be communicated to the committee members as well as other panel members.

Training session suggestions included: the chair's check list, written reasons, webex.

ACTION: B. Greaves to send out a full comprehensive list of discipline guidance before the start of the 2019/20 season.

It was agreed that there will be 3 meetings per year (autumn, winter, spring) for all discipline panel members. It was questioned as to whether there should be any repercussions for those who do not attend LFA training for panel members. K. Adjepong suggested the training sessions are recorded so that those who can't attend could watch a recording of the training session.



ACTION: K. Adjepong to do some research into how this might logically work before the next meeting.

ACTION: B. Greaves to do some research with The FA into how they record training sessions

Discussion: How to distribute the Safeguarding Briefing for Independent Members.

ACTION: B. Greaves to send the Safeguarding Briefing electronically to Independent Panel Members along with an attachment for them to sign to agree they have read through the briefing.

4. Recruitment and availability of Commission members

B. Greaves explained the problems over the last 18 months in trying to get both council members and independent members to attend evening hearings.

ACTION: Hannah to create a Doodlepoll to send to commission members to find out what nights of the week work best for Council and Independent Members to attend evening commissions. If people don't reply to the Doodlepoll Hannah will need to chase.

ACTION: Committee Members to have a think about other hearing venues that might be suitable and report back at the next meeting. Committee Members to have a look at suitable venues for hearings and to potentially visit them along with a staff member to carry out a Risk Assessment.

ACTION: Committee Members to promote the Independent Recruitment Pack to people they know. Also, to try and recruit more Council members to become trained wing members at Divisional Meetings.

5. Current case load and investigations

B. Greaves updated on current case load and investigation numbers. Full statistics had been recently circulated to all Council members.

6. Roles & Responsibilities

The Committee should be a support mechanism for the office staff.

B. Greaves made a recommendation that the committee also go out and visit clubs who cause problems with discipline. It was agreed that this would be a good idea.

ACTION: B. Greaves to send details of any clubs who come up through this process to the committee members via email, letting them know the venue, as well as match dates.



7. Dates and how often meetings will take place

ACTION: Quarterly Meetings, to avoid the months where there are full discipline training meetings

8. Any other business / Questions

D. Lando queried why he sometimes gets last minute emails asking if he is available on a date. B. Greaves explained that this is a combination of last minute hearings being scheduled, as well as commission members dropping out of hearings.

9. Date and venue for next meeting

Wednesday 3rd July @ The Guildhall 7pm-9pm