



## Judicial Committee

### Minutes

Date of Meeting: Wednesday 3<sup>rd</sup> July, 7pm-9pm

Venue: The Guildhall

Attendees: Becky Greaves (Chair), Karen Greene (Secretary), Kwadjo Adjepong, Peter Barnes, Louise Dorling, David Lando, Tony Sharples, Eddie Webb, Ian Yearwood, Richard Berry (LFA Team), James Middlehurst (LFA Chair)

#### **1. Welcome**

B. Greaves welcomed everyone to the meeting, and thanked everyone for their attendance.

#### **2. Appoint Secretary for meeting**

It was agreed that K. Greene would act as secretary for the duration of the meeting, and B. Greaves would act as Chair. The formal appointment of the secretary, chair and vice chair would be deferred to the next meeting.

#### **3. Update on actions from April Meeting**

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

Update: The guidance for the new season has now yet been circulated to CFA's, although it has been confirmed that there will be a new sanction guidelines crib sheet (bumble bee sheet).

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

Update: He will forward an email to Becky who will look at it for the next meeting.

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

Update: This action will be carried forwards to the next meeting

**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.

Update: Information has been circulated to Independents, however, very few have responded. Becky will re-circulate safeguarding information. B. Greaves also confirmed there had been a meeting the previous week with 15 potential new Independent Panel Members

**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.



Update: Hannah has created and circulated the doodlepoll. Some people have not yet responded to it. Hannah 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.

Update: Potentially Market Road could be used as a venue for discipline hearings. London Playing Fields also.

**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.

Update: Some members have started to promote. More work to be done.

**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.

Update: No clubs have been sent through to date. L. Dorling suggested circulating a list of clubs to the committee who came up a number of times last season. R. Berry to send out discipline records of 10 teams prior to October meeting, so the committee can go and watch them play.

#### **4. Current case load and investigations**

Stats from 2018/19 season:

Cautions – 10,001  
Standards – 1151  
Misconducts – 702

Currently 20 open investigations

11 Personal Hearings currently outstanding and in the process of being set up.

Investigations took an average of 25 days from submission to charge (or no further action) during the 2018/19 season.

R. Berry flagged the timing issues around discrimination charges, due to delays at The FA with reviewing CFA investigations. This has been escalated to Mark Ives (FA Head of Judicial Services). Causing frustrations amongst the team, as well as with clubs and leagues.

#### **5. Presentation by Richard Berry (Investigations Officer) – Investigations Log**

R. Berry circulated a handout which showed an example of the investigations log both he and C. Long use to log their investigations.



The system was implemented and designed by R. Berry as there was no logging system when he arrived at London FA 2 ½ years ago.

The discipline team meet weekly to discuss abandoned matches and cases of a serious nature to ensure they are progressing.

B. Greaves thanked R. Berry and C. Long for all their hard work with the amount of cases they have had this season.

## **6. Presentation by Becky Greaves (Head of Governance) – Discipline Ops Plan**

LFA currently working on a new 5 year strategy. Each new season, an Ops plan is created which sits behind the strategy.

B. Greaves provided the committee with an overview of the discipline Ops Plan for the 2019/20 season.

Improve investigation time for 28 days cases, new rule from the FA all cases heard within 28 days of the match being abandoned as opposed to the date of the charge.

Overall aim to decrease time spent on all investigations

B. Greaves will do a monthly review of a few cases from R. Berry & C. Long, checking for consistency and any cases of under/over investigating.

A copy of the presentation and an overview of the Ops Plan will be circulated to the committee along with the minutes.

L. Dorling asked how cases are assigned between R. Berry and C. Long. R. Berry confirmed that himself and C. Long go through new cases on a Monday morning and distribute equally between them.

## **7. AOB**

FA Training dates for the new season would be circulated to committee members the following day.

For anyone wishing to watch one of the webex presentation, there is the opportunity to come into the office to watch these (as long as this is confirmed with the discipline team beforehand).

K. Adjepong enquired whether incentives could be considered for commission members. J. Middlehurst said it's important to keep it level and consistent for both council members sitting on panels and independents.

K. Greene - how many independents panel members do we have?  
ACTION: BG to confirm at next meeting.

## **8. Date of Next Meeting**

Meeting ended: 8.33pm



Next meeting : Wednesday 2<sup>nd</sup> October

Note: LFA council meeting on Monday 30th September