**Notice**

**Convening the Annual General Meeting of the Northamptonshire Football Association.**

Dear Sir/Madam,

The Annual General Meeting of the Northamptonshire Football Association Limited will be held via Teams on Tuesday 13th July 2021 at 7.30pm precisely, for the transaction of the ordinary business of the Association, the Agenda of which accompanies this notice.

Please email Maria Murphy on the following email address should you wish to attend.

Maria.murphy@northantsfa.com

The link for the meeting will be forwarded via email.

**Northamptonshire Football Association Limited (NFA)**

**Annual General Meeting of the Northamptonshire Football Association to be held on Tuesday 13th July 2021 Via Teams at 7.30pm**

**Agenda**

Opening Remarks

Notice convening the Meeting-

1. a) To confirm the Minutes of the Annual General Meeting held on 24th June 2020

 b) Matters arising from the Minutes of the Annual General Meeting held on 24th June 2020

1. Vote of Thanks to the Retiring Officers
2. Election of Officers
3. President Mr. B. Walden has resigned. The NFA has received one nomination for Alan Pittam. Nominated by Mr P Ashby and seconded by Mr G Pinney
4. Confirmation of appointment of Independent Directors:
5. Independent Non-Executive Director (HR) - Alex Brooks
6. Independent Non-Executive Director (Finance) - Salim Bhaiji
7. Elections to Council
8. Clubs without a League Representative – Vacant – There have been no nominations received
9. Disability Football – Vacant – There have been no nominations received
10. To appoint an Auditor- The appointment of an Auditor has been deferred until the new Finance Director has been appointed and has considered the requirement of an Auditor reflecting on the size of the business.
11. Directors report
12. Other Business (as permitted by the Chairman)
13. Close of Meeting

**Item 4**

**Appointment of Independent Non-Executive Directors: HR and Finance**

1. **Background**

In accordance with the NFA’s desire to comply with the FA’s Code of Governance, the Association has committed to a skills-based recruitment process for the recruitment and selection of its Independent Non-Executive Directors (INEDs)

Following an in-depth Board Skills Audit in early 2021, it was agreed that the Association would advertise for INEDs with specific skills and expertise in the fields of Finance and HR.

This note explains the recruitment process that was undertaken and provides a synopsis of each of the successful candidates.

1. **Process undertaken**

Role profiles for both INED positions were signed off by the NFA Board in February 2021.

The positions were advertised widely both locally and nationally; with care taken to ensure that the adverts were promoted with Kick It Out, Women in Football and via the professional networks of our IAG members and other key partners.

The closing date for applications was 4th June 2021.

Interviews took place on Monday 14th June. The Selection Committee comprised:

Sarah Bentley (NFA CEO)

David Conway (NFA Interim Chair)

Ben Grady (FA Regional Manager)

David Kitchen (NFA Life Vice President)

Candidates were informed of their success at interview (subject to Members’ confirmation of appointment) on 21st June 2021 and references are now being taken up.

1. **Successful candidates**

The successful candidates were:

**Independent Non-Executive Director (HR) – Alex Brooks**

Alex brings a wealth of employment law experience and expertise within the sport sector (currently on secondment to World Sailing as their Acting Head of Legal) and employed with Onside Law where he leads on employment and HR matters; advises football clubs, players and intermediaries on compliance with governing body regulations provides advice of safeguarding matters and assists with regulatory investigations. Outside of work Alex is passionate about grassroots football. He is a qualified referee and continue to referee in youth and adult games for Surrey FA.

**Independent Non-Executive Director (FINANCE) – Salim Bhaiji**

Salim is a qualified accountant currently working for KPMG as Senior Manager for Finance Transformation, This work sees him leading and delivering programmes to companies in the financial planning & analysis and financial reporting areas. He has vast experience advising companies in financial and management accounting topics and has first hand experience of designing financial risk frameworks and building financial plans and forecasts and communicating these effectively to stakeholders.

Outside of work Salim has a deep passion for football; both playing (which he continues to do) and has recently qualified as a Coach.

1. **Recommendation**

It is the recommendation of the Selection Committee that Members appoint Alex Brooks and

Salim Bhaiji to the positions of Independent Non-Executive Director (HR) and Independent Non-Executive Director (FINANCE) respectively, subject to the receipt of satisfactory references.