**IAG Meeting Minutes – FINAL v1.01**

Monday 10th May, 2021, 7:30 pm via Conference Call Dial-In , Meeting ended at 8:20 pm

**Present/On the call :** Riz Rehman(Chair), Sally Lockyer (SFA CEO), Andrew Dickinson, John Wallis (Sec.), Mac Alonge, Soye Briggs, Josie Jones, James Chadwick, Kate Budd , Graham Keable, Cigdem Turkan, Marcus Tyler.

**Apologies**: Victor Olisa, Emma O’Connor.

1. **Welcome & Apologises** **(Riz)**
   1. Brief introductions.
   2. Apologies listed above.

1. **Minutes from April meeting were agreed. See Actions table at the foot of these minutes for updates and outcomes of outstanding actions.**
2. **Communications Update**. Marcus informed the group of a number of activities over the last month. There was a major focus on Ramadan and videos posted on You Tube. A collection box was used and Riz and Marcus will arrange for the contents to be distributed.

Marcus also highlighted the launching of ‘England Football’ by The FA on May 5th 2021 as the new name and visual identity to represent, unite, and promote football participation in England. Follow this link for more details : <https://www.thefa.com/news/2021/may/04/england-football-unveiled-20210504> .

Marcus also informed the group about the new EDI Manager role that has recently been advertised. There has been a good and widespread response from numerous strong candidates. A paper assessment is being performed and the interview process will commence in due course with several IAG members scheduled to be involved.

1. **Review of IAG activities 2018-2021. What have we done and where we are ?**  A general question was posed and attendees invited to make contributions. As a member of the group throughout the whole period Soye gave an overall view and drew attention to specific IAG Strategic Objectives, Priorities and Themes. Soye highlighted the positive achievements in attaining the Intermediate Level Standard on Equality and the considerable amount of work to do that. He also referenced achievements relating to the delivery of specific courses for disability and female participants. Soye conceded that the data collection requirements for the Advanced Level Standard was presenting a challenge and not helped by the COVID pandemic, in particular the ability to identify targets and needs for minoritised groups. As a fellow long term member of the IAG, Kate reflected that having achieved the Intermediate level standard she perceived that there was a slow down in activity, which has now passed but there is an ever more need to fully embed EDI practises within the organisation and in the delivery of initiatives. This view was supported by Jose, Graham and Mac. The IAG is keen to be active in supporting and being consulted as the Surrey FA engages closer with Stakeholders.
2. **SFA Strategy Consultation.** Sally and Andrew presented a series of slides regarding this subject. SFA is continuing with the work of adopting the 2020 FA Governance code and has proposals for changes that will be required to be passed at the AGM on July 5th 2021. Surrey FA have defined a number of parameters regarding the diversity and composition of Board and the eligibility for County Member involvement and there voting capabilities. From a straw poll Sally indicated that the gender make-up of Chairs and CEOs for the 51 County Associations was a follows : Chairs (50 male, 1 female) , CEOs (40 male , 11 –female). Andrew presented an insight to a software tool called Power BI which is available to each county FA to analyse data captured by The FA for participants within their association. This data can then be integrated to provide analysis for a range of ‘pathways’, such as players, coaches , referees. These pathways can then be assessed alongside predetermined targets/KPIs to identify where extra attention may be required. Sally explained the evolution of new and soon to be revived working groups to which County members will be required to become members of to retain their ongoing status. She also introduced the concept of associate members.

The intention is to produce a ten (10) year strategy in recognition of the ability to take on ambitious long term aims( eg new facilities).

1. **Vision and Mission – (Sally )** – As an initial fact finding exercise Sally invited the group to answer the following very open questions in the wider context of Surrey FA ?

Where do we want to be in 2030 ?

A wide variety of contributions were made and Sally has captured these for her needs. Soye reported that Riz was unfortunately experiencing communication issues and also requested he be able to reflect further on the questions and submit a contribution later. As general consideration any IAG member, including those unable to be at this meeting, should submit any contributions/answers directly to Sally.

1. **Values Exercise (Sally )** – As a follow-on exercise Sally invited the group to answer a further open questions in the wider context of Surrey FA ?

What are the Core Themes ?

As with the first question in item (6) a variety of contributions were made and Sally has captured these for her needs. As general consideration any IAG member, including those unable to be at this meeting, should submit any additional contributions/answers directly to Sally. As time was getting on this subject will most likely be continued in the next IAG meeting.

1. **AOB -**  None recorded.
2. **Date of Next Meeting.** Monday , June 14th 2021 , 7:30pm – via Teams . Things to consider : Return of Face to Face meetings, different day and time options and the recording of meetings .

The meeting was closed at 9pm.

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| **ACTION** | **WHO** | **UPDATE PROGREES /**  **TARGET DATE/WHEN** | **STATUS** |
| Produce a working document for discussion regarding ‘Language Refresh’. (from April 2021 meeting) | **Riz / Mac** | As soon as possible, ideally before next meeting , June 2021. | **WIP** |
| Emma to provide a matrix of key areas that Surrey FA are addressing with KPIs so that the IAG can be better utilised | **Emma Barnes/ Andrew to liase with Emma ?** | **Andrew reported that his was done in March ? He will check and re-send.**  **ASAP.** | **WIP** |
| Involvement of the IAG in the recruitment process for the role of Diversity Inclusion Manager | **Sally/Andrew** | **IAG are well represented, see comms item above.** | **Complete** |
| Preparation for Strategy Discussion in May meeting of the IAG. Guidance document/notes for IAG members to highlight where they can contribute fully with the Strategy development process. | **Sally / Andrew** | **Strategy Development has started – see ab0ve** | **Complete** |
| Review items 6 and 7 above in conjunction with documents sent prior to the May meeting such that IAG members can send any additional thoughts/ideas/aims to Sally. | **ALL** | **Send contributions to Sally asap :**  **Re:** Where do we want to be in 2030 ?  And  What are the Core Themes ? | **WIP** |

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