



Meeting: Wiltshire FA Council Meeting
Venue: Microsoft Teams
Date: Thursday 17th June 2021
Time: 6.00pm
Attendees: Clive Archer (Chair), Oliver Selfe (CEO), Tina McCosh (Vice Chair), Richard Gardner, Richard Nelson, Craig Gorton, Dennis Kilford, Ian Hibbard, Ian Lycett, Kevin Turner, Mark Jeffery, Nick Edwards, Robert Cook, Mark Eburne, Colin Kennerson, Tony Williams, Steven Mitchell, Terry McCosh.
Apologies: Colin Tewksbury, Adrian Ridderford, Colin Newbury, Keith Cooper, Peter Lowe.

Minute No	Minute	Actions
213/20	<u>Welcome & Introductions</u>	
(a)	The Chairman thanked the Council for attending.	
214/20	<u>Minutes of previous meeting</u>	
(a)	Mark Jeffery highlighted that he was in attendance for the Council meeting on the 11 th February. The minutes said he issued apologies. Action: O Selfe to amend the minutes from the 11 th February.	
(b)	The minutes of the last meeting were approved by all members.	
215/20	<u>Board minutes</u>	
(a)	There were no questions relating to the Board minutes dated December 2020, February & April 2021.	
216/20	<u>Company update (O Selfe)</u>	
(a)	We have submitted The Wiltshire FA Code of Governance to The FA and await FA panel ratification. If approved we will become the first County in the Country to achieve the award, which is a huge achievement.	
(b)	James Kick and Lauren O'Sullivan have joined the Wiltshire FA Board. James will be providing expertise in relation to marketing/communication and partnerships. Lauren will be joining in a co-opted capacity from The FA, with specific expertise relating to youth engagement, women's football and strategy.	
(c)	All staff are returning to work full time as of the 1 st July 2021.	
(d)	O Selfe explained that iPRO have come on board as sponsor and a new iPRO pledge has been produced, which promotes healthy, safe hydration and sustainability. O Selfe mentioned clubs can raise money by purchasing iPRO products. The Council were asked to direct members to the Wiltshire FA website for more information.	
(e)	There are a number of summer festivals taking place at Green Lane. These festivals are open entry and available to Wiltshire FA affiliated teams. <ul style="list-style-type: none">- Wiltshire Girls League Festival U7 & U8, 20th June (10am-1pm)- Wiltshire FA Adult Festival (open entry) 10th July (8am-4pm)- Wiltshire FA Youth Festival (open entry) 14th & 15th August (9am-4pm both days)- Wiltshire Disability League Festival 17th July (10am-2pm)- Wiltshire FA Youth Council festival 28th August (8am-4pm)	



- (f) Grass pitch maintenance and flood light work will be starting in the coming weeks at Green Lane.
- (g) We have 123 clubs still to start the affiliation process, which opened on the 5th June. There are 72 clubs in progress with 36 ready for CFA review. 11 affiliation have currently been fully approved.
- (h) We completed our first referee course since the start of the pandemic last week. 21 candidates took part in the course and are all currently doing their five training matches to become a qualified referee.
- (i) We have completed a referee observers' course with 5 new qualified observers going into the new season.
- (j) Adam Nunn, has been promoted to the European Championships. Declan O'Shea has been promoted to Football League.
- (k) A Youth Council festival is being prepared with the confirmed date of Saturday 28th August at Green Lane.
- (l) The company finances are looking much better than originally forecasted. Revenue has clearly dropped due to all the landscape changes. The proposed loss of £50k is now looking at being cost neutral, perhaps even a small profit.
- (m) We asked Charlton Baker for a quote for accountancy services, with a possible switch from Ross Brooke accountants in the near future.

217/20

Safeguarding (T McCosh)

- (a) The safeguarding assessment (no3) was signed off as complete by the independent assessors, following submission of the 11 outstanding virtual safeguarding club visits.

218/20

Wiltshire FA Strategy 2021-24 (O Selfe)

- (a) The Wiltshire FA strategy 2021-24 is now complete, following a robust consultation involving, staff, board, council and members. We have submitted the strategy to The FA and will present to an FA project group on the 21st June, before securing sign off.
- (b) O Selfe explained that the strategy will be launched during the AGM on the 1st July.
- (c) O Selfe showed the Council a brief look at the strategy, explaining that more information will be shared following The FA Project Group meeting on Monday 21st June.
- (d) T Williams asked if school football was mentioned in the strategy tactics. O Selfe showed where this area was covered in the plan.
- (e) R Gardiner asked who is going to be on The FA project group panel on Monday 21st June. O Selfe explained the panel consists of Sue Hough, David Simpson, Tim Foster, Andy Taylor, Mark Hardcastle.



219/20

FA Representative report (R Gardiner)

- (a) This is R Gardiner's final meeting as an FA Representative
- (b) R Gardiner introduced a bio of the new FA Chair, Debbie Hewitt
- (c) The FA did manage to hold the finals for The FA Vase, Trophy, Cup Final and Youth Cup Final. With very reduced spectator attendance.
- (d) The Government have agreed to provide £2.8m of funding for the 2030 World Cup in UK and Ireland.
- (e) There is an opportunity for Wilts FA Youth Council members to join The FA Leadership Academy.
- (f) David Ellery provided an overview at the last Council meeting about the changes with the IFAB changes. Richard Gardiner talked through the handball law changes.
- (g) R Gardiner wished to mention the good work of Mark Bullingham to spot the Super League proposal quickly and create a consensus across The FA, Premier League, EFL, which ultimately lead to the demise of the proposed league.
- (h) R Gardiner provided an overview of The FA strategy and the 7 objectives. There is clearly alignment between The FA strategy and the new Wiltshire FA Strategy.
- (i) An overview of the national league restructure was issued and how this will affect the Wiltshire based clubs.
- (j) There is now a pilot study in process for 'white van man' coaching companies. The plan is to create a national scheme which verifies coaching and safeguarding compliance for private coaching companies.
- (k) C Archer thanked R Gardiner for all his hard work at Wiltshire FA and for serving as The FA Representative.
- (i) Interviews for the new FA Representatives were conducted on the 9th June. Terry McCosh was successful and will be taking up the role on the 1st July. Congratulations to Terry on his successful interview and appointment.

220/20

Equality report (C Archer)

- (a) C Archer provided an update on progress against the Inclusion Action Plan.
- (i) Section 1 Leadership & Governance
 - We set up the IAG, which has been a great platform to kick start our inclusion & diversity work.
 - Inclusion is now a standard agenda item on all Wiltshire FA Board meetings and is heavily embedded in the new Wiltshire FA strategy 2021-24.
 - B Solomon has been co-opted from the IAG onto the Wiltshire FA Board
 - Board gender representation has increased from 10% to 20% with Lauren O'Sullivan joining the Board. We are still working towards our target of 33% females on the Board.



- BAME representation on the Board has increased from 0% to 20% since the start of our Inclusion and Code of Governance work.
- We have also seen a slight reduction in the average age of the Board from 58years to 53years (9%) in the past 18months.

(ii) Section 2 Communication & Profile

- We have created three new Inclusion categories for the Charlton Baker Awards. 1. Inclusive Award – Peter Beasley, FC Abbeymeads 2. Ability Counts Award Paul Surrige, Stratton Juniors 3. Wildcats Centre of the Year – Royal Wootton Bassett Town F.C. Bazil and Pradeep attended the presentation of the awards, photos attached.
- The new Wiltshire FA Ezine has been launched and a section on diversity and inclusion is embedded within each quarterly addition.

(iii) Section 3 People

- We conducted diversity monitoring of Board, staff, coaches, referees and players as part of the Equality Standard for Sport.
- All staff have attended mental health first aid training.
- We are ensuring that health & wellbeing is being regularly discussed amongst staff as part of 'one to one' sessions and whole team meetings.
- All IAG members have attended relevant safeguarding training as part of The FA Safeguarding Operating Standard compliance.

(iv) Section 4 Partnerships

- We have formed a strategic partnership with Crime stoppers to engage youth and adopt the Fearless brand to provide a voice for young people to share concerns about discrimination and youth crime. This can be viewed on our website.

(v) Section 5 Strategy and Delivery

- We have agreed to bring a Youth Council member onto the IAG and Wiltshire FA Board. This appointment is currently underway.
- We have achieved the Preliminary Level of the Equality Standard for Sport.

221/20 AGM (C Archer)

- (a) C Archer explained that this year's AGM will need to be moved from in person to a virtual meeting due to Covid-19 restrictions being extended by the Government.
- (b) At the AGM we will be requesting submission of Council members for season 2021/22. The plan is to keep existing members for a further season without the need for nomination, due to Covid-19. This means leagues will only need to notify Wiltshire FA if there are any changes with the position.
- (c) Members will be confirmed at the first Council meeting which immediately follows the AGM.

223/20 AOB

- (a) S Mitchell raised a concern about emergency first aid being an online course. In light of the Christian Eriksen incident would CPR training not be better delivered in person via a workshop.

Action: O Selfe to follow up with an email to The FA.



- (b) There was a consensus that a face to face first aid and De-fib training would be beneficial and the Wiltshire FA should explore a course with third party deliverers i.e St Johns Ambulance. **Action:** O Selfe to follow this up offline.