

London FA	Minutes of the London FA Board & Special Resolution
Date:	Monday 19 th June 2023
Venue and time:	18.00 – 20.00, Box 4027, Wembley Stadium, SW1P 9EQ
Present:	James Middlehurst (Chair), Tom Barnard, Ian Wallis, Anita Poulman, Abu Nasir, Nina Stewart, Roger Fox, Yashmin Harun Paul Bickerton (LFA CEO)
Apologies:	Jill Berry, Paul Mortimer, Christina Oshodi

No	Item and Discussion	Action
1	Welcome & introductions	
1.1	James Middlehurst (JM) introduced the agenda and informed the Board that apologies had been received from Jill Berry, Paul Mortimer and Christina Oshodi.	
2	Confirm & sign minutes of previous meeting	
2.1	Paul Bickerton (PB) ran through the actions from the minutes of the 20 th April 2023 meeting (the Minutes) and provided a progress update against each one.	
2.2	JM informed that Board that he had completed his 1-1 written summaries from the Board Director reviews (as per Code of Governance requirements)	JM to provide these to PB for filing and gov. code evidence.
2.3	It was agreed that the action at 7.3. should be carried over to the next meeting (AP and PB to consider how to tackle more radical and left-field issues for the risk register)	PB & AP to discuss.
2.4	PB reminded the Board of the external evaluation that would take place over the summer, via an external partner of the FA (Thinking Boards). These would likely go out in July.	All Board Directors to complete the online evaluation.
3	Matters Arising	
3.1	None	
4	Conflicts of interest disclosure	
4.1	None	
5	Board Papers	
<u>5.1</u>	<u>Safeguarding Report</u>	
5.1.1	PB summarised the written report and gave an overview of the outcome of the independent assessment led by the NSPCC, which took place on Tuesday 30 th May 2023.	PB to circulate report to Board once received.
5.1.2	Overall PB reported that the assessment had been favorable, with the assessors being complimentary about several areas of good safeguarding practice across the team.	

5.1.3	One area of concern was identified, regarding compliance data issues. These related to some Welfare Officers, Youth Team Officials and Referee Officials being non-compliant. These issues were rectified within the 7-day post assessment period and so did not affect the overall assessment outcome. However, these issues do present a risk to the business and so have been added to the risk register and a plan put in place with the safeguarding team to avoid this issue in the future.	PB to work with safeguarding to ensure regular compliance overview is provided to SMT.
5.1.4	PB was pleased to report that an appointment had been made to fill the Safeguarding & Welfare Officer vacancy. Kate Milton would start with London FA on Monday 26 th June 2023. Kate has a background in the probation service and more recently was the Player Care Officer at Southend Utd.	
5.2	<u>CEO Report</u>	
5.2.1	A written report had been provided to the Board by PB. PB introduced this report to the Board and explained that it contained a set of proposed objectives for the 2023-24 season and a budget to deliver against these objectives. Traditionally, at the June Board meeting, the Board would approve the objectives and budget for the upcoming season.	
5.2.2	PB explained that this meeting would be slightly different, as it had been agreed at the April Board Away Day that a <i>reserves reinvestment plan</i> would be developed, to ensure that the organisation's excess reserves were invested back in the grassroots game in London.	
5.2.3	At the Away Day, the Board had provided the Senior Management Team with an initial steer on the areas of focus for investment and PB presented a set of slides outlining the thinking that had been done to date regarding these areas. These areas of focus were 1) improving behaviour in the game, 2) commercial activity, 3) refereeing, 4) women & girls and 5) facilities.	PB to circulate these slides along with the minutes of the meeting.
5.2.4	PB also outlined the salary budget that had been approved by both the Nominations & Remunerations Committee and the Risk & Audit Committee, to include the staff pay award for 2023-24.	
5.2.5	A question was raised about whether the Board was signing off a final plan and budget or whether this was still work in progress. PB confirmed that this was work in progress, as the reserves reinvestment plan was a complex and evolving piece of work. It was agreed that a revised plan and budget would be presented to Board at the September meeting; however, it was important to approve this budget as it contained the pay award for staff for the upcoming season.	PB to present an updated reserves reinvestment plan and budget at September 2023 Board meeting.
5.2.6	The Board fed back to PB their thoughts on the plan developed to date, to include comments on the potential staffing requirements, the feasibility of a facility hub and the overall scope of the plans.	
5.2.7	DECISION: The Board approved the plan and budget presented at the meeting but agreed that they would review a revised and more developed reserves reinvestment plan and budget at the September Board meeting.	

<p>6</p> <p>6.1</p> <p>6.2</p>	<p>Special Resolution: 2023 London FA Council Review</p> <p>PB presented to the Board the recommended changes to the London FA Council for the 2023-2026 appointment cycle, following a detailed review by the Council Review Working Group. These changes included a small number of required Article changes, which would be presented to London FA members at the AGM in July.</p> <p>RF had a query on the proposed change to Article 50. It was agreed that the proposed change should remain the same but that the London FA Membership Rules would need to be updated to reflect any changes if the proposal was passed at the AGM.</p> <p>DECISION: The Board approved the Special Resolution - London FA Council Review Working Group Recommendations, as set out in the written reports at Item 6.</p>	<p>PB to circulate the slides along with the minutes of the meeting.</p> <p>PB to update London FA Membership rules to reflect any agreed Article changes.</p> <p>PB to circulate recommended changes to members for the upcoming London FA AGM.</p>
<p>7</p> <p><u>7.1</u></p> <p>7.1.1</p> <p><u>7.2</u></p> <p>7.2.1</p> <p><u>7.3</u></p> <p>7.3.1</p> <p><u>7.4</u></p> <p>7.4.1</p>	<p>Verbal Update Reports</p> <p><u>Risk & Audit Committee Update</u></p> <p>The Risk & Audit Committee had reviewed the salary and total budget for 2023-24 at its last meeting. The next meeting, likely to be October 2023, would be to approve the 2022-23 accounts.</p> <p><u>Nominations & Remunerations Committee Update</u></p> <p>JM explained that an independent panel would need to be appointed to support the Council and Board appointment process in the Autumn. It was agreed that members of the original panel should be approached to see if they would consider supporting again.</p> <p><u>Inclusion Advisory Group & Plan</u></p> <p>PB gave the Board an update from the latest Inclusion Advisory Group meeting and referred to the Balanced Scorecard for the Racial Equality Action Plan which had been circulated with the papers for this meeting. This scorecard would be shared with the IAG and used to track progress from here.</p> <p><u>FA Representative / Women & Girls</u></p> <p>Prior to the Board meeting, YH had provided PB with a report from the latest FA Council meeting and this had been circulated to Board with the papers of this meeting (Item 7)</p>	<p>JM / PB to contact previous panel members.</p>

<p>8</p> <p>8.1</p>	<p>Date / time / place of future meetings</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">BOARD</th> <th style="width: 50%;">COUNCIL</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> • Monday 11th September 2023 • Monday 20th November 2023 </td> <td> <ul style="list-style-type: none"> • Monday 10th July 2023 (<i>AGM, F2F</i>) • Monday 9th October 2022 (<i>virtual</i>) • Monday 4th December 2023 (<i>F2F</i>) </td> </tr> </tbody> </table>	BOARD	COUNCIL	<ul style="list-style-type: none"> • Monday 11th September 2023 • Monday 20th November 2023 	<ul style="list-style-type: none"> • Monday 10th July 2023 (<i>AGM, F2F</i>) • Monday 9th October 2022 (<i>virtual</i>) • Monday 4th December 2023 (<i>F2F</i>) 	
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<p>9</p> <p>9.1</p>	<p>AOB</p> <p>AN highlighted that the FA were planning a referee Equality Diversity and Inclusion project and London FA should consider any possible involvement.</p>	<p>PB to raise with RDO and feed back at next meeting</p>				