



<b>London FA</b>	<b>Minutes of the LFA Board</b>
<b>Date:</b>	15 <sup>th</sup> October 2018
<b>Venue and time:</b>	6.30pm, London Guildhall – Committee Room 1
<b>Present:</b>	George Dorling (Chair), Simon Hughes, Kirstin Furber, Ali Morgan, Ian Wallis, Derek Harris, Gabby Shirley, Louise Dorling, Paul Mortimer, Vivienne Ayala, Ruth Holdaway, Paul Bickerton Becky Greaves, Yasmin Dyer, Nikeeta Patel – for safeguarding item only
<b>Apologies:</b>	None

<b>Item</b>	<b>Area and Discussion</b>	<b>Action</b>
<b>1</b>	<b>Matters Arising</b>	
1.1	GD updated the Board on the proposal by the FA to sell Wembley, following the circulation of paperwork to both Board and Council earlier that day	
1.2	Key concerns raised by the Board related to the sale are: <ul style="list-style-type: none"> <li>- Unrealistic nature of the costs quoted (e.g. 5% interest)</li> <li>- Papers from FA are too one-sided, and do not present an objective for / against argument</li> </ul>	PB & GD to report these concerns to the FA
1.3	Query regarding 2017 Cup Final tickets from 20 Sept Board meeting. Query answered, action completed	
1.4	Calendar of key dates and events circulated with papers. To be updated and circulated at each Board meeting, and to also include any county cup final dates when confirmed	PB to circulate updated calendar with papers
<b>2</b>	<b>Safeguarding</b>	
2.1	BG, YD and NP presented the safeguarding update to Board, which included a presentation on the type and nature of cases that the safeguarding team regularly deal with.	
2.2	Agreed to add the maintenance of standards related to safeguarding to the risk register.	PB to add to risk register
2.3	Important to make safeguarding more prominent, in particular on the website.	BG to follow up with team
2.4	Once standard has been achieved, longer term and more strategic areas of focus to be: <ul style="list-style-type: none"> <li>- Education and awareness across the sector. In reality we should see the caseload increase</li> <li>- How we develop measures and statistics that tell us whether the processes and systems we have in place are working on the ground</li> </ul>	BG to build these into the longer term plan

	<ul style="list-style-type: none"> <li>- Comparing these measures and statistics year on year to identify trends</li> <li>- Focusing in particular on the training of Club &amp; League Welfare Officers this year</li> </ul>	
<b>3</b>	<b>CEO Report</b>	
3.1	PB presented the work that has been completed to date on the annual plan. It sets out out four strategic priorities, the tactics that will deliver those priorities and then how progress will be measured.	
3.2	Plan will be finalised over the next few weeks and a final version circulated for the next meeting. Operational plans from each department and individual Personal Development plans for each member of the LFA staff are now underway, to give all staff clear objectives for the year and ensure their work is aligned to organisational priorities.	PB to circulate final version of plan for next Board meeting
3.3	VA highlighted that a timescale for each tactic should be indicated, by separating them into short, medium and long term.	PB to add timescale indication to each tactic
3.4	Any more detailed comments for PB to pick up with individual Board members, either by phone or by email	Board members to feedback directly to PB
3.5	Audit & Risk Committee to scrutinize budget and consider proposed new role (Head of Finance & Operations), which is included in annual plan	AM to report outcome back to Board
<b>4</b>	<b>Governance</b>	
4.1	<p>PB updated the Board on governance developments that have taken place since the AGM on 24 September 2018. A meeting has been scheduled with the proposers Roger Fox and David Wolff for 30 October 2018.</p> <p>The proposal had been reviewed in detail and a document outlining potential areas of agreement, disagreement and suggested compromise solutions had been prepared and discussed in a meeting between PB, SH, GD and IW in mid-October.</p> <p>The following issues were raised by the board:</p> <ul style="list-style-type: none"> <li>- Any appointments for Council-elected roles need to be robust, transparent and public, with the proper processes and controls in place</li> <li>- Consideration be given to a provisional date for an EGM</li> </ul>	<p>PB to circulate document to proposers prior to 30 Oct meeting</p> <p>PB to consider a potential EGM date</p>

<b>5</b>	<b>Nominations Committee Report</b>	
5.1	Final shortlist now down to two final candidates. Interviews to take place on Wednesday 24 October 2018.	
5.2	GD wanted to note that he was disappointed he had not been consulted on the Chairman role	
<b>6</b>	<b>Staffing updates</b>	
6.1	Jamaal Horne appointed as the new Cups & Competitions Officer	
<b>7</b>	<b>AOB</b>	
7.1	Query regarding when new season handbooks to be completed	PB to follow up and report back at next meeting
<b>8</b>	<b>Date / Time / Place of next meeting</b>	
8.1	Monday 19 <sup>th</sup> November 2018, 6.30pm at the Guildhall – Committee Room 1	