Minutes of IAG Meeting held on 10th December 2014 at Essex County Cricket Club (7pm)

Present: Kirsty Clarke (KC) (Chair), Matt Holland (MH), Karen Bush (KB), Wayne Deller (WD), Phil Sammons (PS) and Cindi Chatha (CC)

KC opened the meeting and welcomed all attending to the Inclusion Advisory Group Meeting.

Apologies

- Received from Dale Spiby, Joe Lyons, Daniel Patel and Daniel Moore.

Minutes of Last Meeting:

- KC reviewed the actions from the previous meeting:
  - Action (1): KC would review the Action Plan and identify/highlight key areas specific targets to focus on and then send out to the IAG group for further input and consultation. Completed
  - Action (2): BW would circulate the ECFA County Plan to the IAG. Completed
  - The minutes were passed as a true record.

Matters Arising:

- KC introduced the new Equality and Inclusion Officer.
- CC – Cindi has been appointed the post in the November, is a qualified multi sports coach and referee, previously worked within sports development engaging underrepresented groups within sport. Cindi is hoping from today the IAG goes from strength to strength in helping ECFA in promoting equality and Inclusion.
- CC provided an update on the Equality Standard ECFA Audit; to date 100% responses have been received from Board/Council, IAG and Staff members.
- Responses from Club Officials Coaches, Referees, Volunteers and Players has reached 1000, which is 10% target needed confirmed by Louise Tideswell (Designated Support Lead). The information will now be analysed.
- Action – CC would draw up a draft of the audit and send to the IAG
- KC brought up Terms of Reference (3.8) Failure to attend three consecutive meetings.
- Discussion took places as the IAG has been slow to start, it was suggested we have a fresh start from now, members who do not attend 3 meetings which is stipulated in Terms of Reference, will be contacted to see whether their commitment is there. All agreed
- Terms of Reference (6) Annual General Meeting (AGM)
- Discussion took place that an AGM in January was premature after 2 meetings, was suggested that ToR changed so that the AGM is held within 15 months of last AGM. WD suggested AGM to be held in May 12 months after the first IAG meeting. All Agreed
- Action – CC to make changes to Terms of Reference, AGM to be held in May.
- Terms of Reference (3) Membership, Discussion took place whether it was recruiting a new IAG member. Maximum is 12, ECFA have 8 members.
- Identify people and send them a copy of the advert as well as open advert.
- WD suggested Roadshow evening; people from the disability football are good to approach. All agreed to recruit for a new IAG member.

Action Plan:

KC reviewed the Action Plan

- Growth and retention – Discussion took place that growth is slow. Develop programmes that highlight Vauxhall Mash Up and Mars Just Play encouraging BAME communities. How these are being promoted.
- **Action- CC to work with Chris Evans (Press and Publicity Officer).**
- Raising Standards – Discussion on how obvious is it that teams and clubs are inclusive?
- PS explains how the process works, independent panel are very proactive, it is making people more aware. Using Social media, Facebook/Twitter/Website.
- MH stated he has 60,000 followers and has agreed to help raise awareness by retweeting
- KC stated that on the website that there is a page for reporting discrimination, CC stated as player and referee there is but not as a fan, and there is no clear information about the sanctions, Educational courses.
- **Action- CC to speak with Chris Evans to make these changes on the website**
- Better Players –Discussion took place around Role models and how the volunteer of the year awards and the award ceremony should assist with this. Expanding categories, broadening people’s awareness of the awards Ceremony is pivotal, MH volunteered to Tweet about the event, to raise awareness, which leads to links for adding nominations.
- Running the Game– Discussion whether there is an appetite to restructure the way Council are elected and become more represented, agreed representation should be from IAG Disability, LGBT and Girls Football. Challenged faced is finding people with the skill sets to fill the vacancy, it is also a membership arrangement.
- **Action- CC to review Action Plan and send out to all IAG members.**
- **Action- CC to change to the layout of the Action Plan.**

Identifying Opportunities for IAG & Equality Promotion

- WD mentioned the County Cup Finals coming up in March, U11’s to Senior, Attendance from 50-100 people; seniors can have attendance of 300-1000. Opportunity of a page in the programme regarding Inclusion, promoting Equality and Inclusion within Football.
- PS mentioned Calendar of events eg; LGBT History Month, International Women’s Day, so all Board, Council and Staff are aware and use social media to raise awareness.
- **Action – CC to create a Calendar and send to IAG and all ECFA Staff.**
- **Action – CC to work with Chris Evans.**
- **Action - CC to contact Chris Evans (Press and Publicity Officer) to invite him to next meeting.**

AOB

- Next meeting, AGM scheduled for May, agreed for next meeting to be held in February.
• Recruitment of the new IAG member WD states that Brendan Walshe should have details from the Disability Roadshow.

Date of next meeting is Wednesday 11\textsuperscript{th} February 2015 at 7pm at Essex County FA

The meeting closed at 8.55pm.