

**TRUSTEES REPORT**

**OCTOBER 2022**

Mike Coyne, Chair, welcomed Trustees to the meeting and in so doing noted and accepted both apologies and declarations of interest made.

In considering the Association’s financial position, Trustees:

* Received an update on the pipeline from the Commercial Director
* Reviewed and approved the management accounts and financial report for 2021/22, including the draft statement of going concern
* Agreed to the exploration of new or alternative banking arrangements for some services
* Reviewed two cases of bad debt and the action taken to secure funds owed
* Considered the arrangements for fees and fines in rep football

In considering the Association’s policies: Trustees

* Approved the recommendations from the retained employment lawyer to make minor amendments to the ESFA staff handbook

In considering the Association’s staffing, Trustees:

* Noted the progress in recruiting volunteers to manage the International programme
* Received an update on the current staff vacancies/leavers
* Received an update on appraisal and target setting, and considered the requests arising

In considering the Association’s sponsorship and partnership arrangements, Trustees:

* Were pleased that contracts for new primary age activity were close to agreement
* Were satisfied that one sponsor had taken appropriate action to address concerns arising from the partnership
* Reviewed again the outcomes from the ongoing Education Partners’ Competitions Review, and the strategy for response

In considering the Association’s progress against its business plan, Trustees:

* Received an update on the progress of national competitions
* Were pleased to receive team manager feedback from the national finals for 21/22
* Heard a progress report on Schools’ Football Week
* Considered and approved the Public Affairs strategy

In considering the Association’s governance arrangements, Trustees:

* Received the routine report from the Board Safeguarding Champion and the minutes of relevant meetings
* Received relevant Charity Commission correspondence to Trustees
* Accepted the updated Business Continuity Plan

Finally, Trustees reviewed all decisions taken during the meeting from a safeguarding and equality and diversity perspective to double-check that appropriate consideration had been given in each case. Trustees conducted their routine review of risks facing the Association and checked that opportunities to engage players in decision making had been considered.