

Abridged Minutes – BHS Board of Trustees
Thursday, 25 April 2024

Meeting	Board Meeting
Date	Thursday, 25 April 2024
Time	10:00 – 14:00
Venue	Blended/Board Room, BHS HQ, Abbey Park, Stareton, Kenilworth, Warwickshire, CV8 2XZ

Minute **Agenda Item & Discussion**

1. **Presentation from Chief Constable Jo Shiner, Sussex Police**
 Chief Constable Jo Shiner is the National Police Chiefs Council (NPCC) Lead on the Roads Policing Portfolio and is a strong advocate for equestrians and other vulnerable road users. The BHS has had a relationship with CC Shiner for several years now, following her interest in the Dead Slow Campaign and Close Pass operations. As a keen equestrian, CC Shiner has always paid a lot of attention to what more the Portfolio can do to protect and prevent road traffic incidents involving horses, and why and where they do occur, and to investigate them thoroughly. CC Shiner gave a comprehensive presentation on the Portfolios strategy and how it links to The British Horse Society’s objectives.
2. **Minutes of the Board Meeting held on Thursday, 15 February 2024**
 The minutes of the meeting held on 15 February 2024 were agreed to be a true reflection by the Trustees.
3. **Matters Arising from the Board meeting held on Thursday, 15 February 2024**
 The matters arising from the meeting held on 15 February 2024 were noted as complete.
4. **Abridged Minutes of the Board Meeting held on Thursday, 15 February 2024**
 The abridged minutes of the meeting held on 15 February 2024 were approved for publication on the BHS website.
5. **Conflicts of Interest**
 There were not any new conflicts of interest to declare.
6. **Strategy 2025-27**
 The Society’s strategic plan for the period 2019 – 2024 is drawing to its natural end. The Chief Executive gave a presentation, including an overview of progress and success against the existing strategic plan, and the outline of the next strategic plan for 2025-2027.

The Board has developed and invested in a number of strategic priorities that are audience and data led as we look to the future. These enablers will allow the Society to power forward its charitable objectives, which remain the same:

- to promote and advance the education, training and safety of the public in all matters relating to the horse;
- to promote the use, breeding, well-being, safety, environment, health and management of the horse for the public benefit;
- to promote community participation in healthy recreation involving the horse;
- to promote and facilitate the prevention of cruelty, neglect, or harm to horses and to promote the relief, safety, sanctuary, rescue and welfare of horses in need of care, attention and assistance; and
- to promote and secure the provision, protection and preservation of rights of way and of access for ridden and driven horses over public roads, highways, footpaths, bridleways, carriage ways, public paths and other land.

The Society has seen a very positive trajectory across membership growth, revenue, and designated funds during this strategy period. The designation of funds has been equally as important, to build organisational and people capability to deliver the programmes that are underway.

There are four strategic areas that have been collectively worked on: Diversity, Equity & Inclusion, the Volunteer Strategy, Brand Development, and the Digital Transformation. We have to undertake these activities in order to increase membership, reach new audiences, stay relevant and to develop new products and services; enabling growth and diversified income which will benefit all our charitable activities.

The Board approved the proposed outline structure for the 2024-2027 strategy. The Executive and Leadership Teams, in consultation with the Home Team, will develop the strategy on this basis.

Resolution: The Board of Trustees agreed the proposed outline for the 2024-27 strategy

7. Report from the Nomination Committee

An update was provided on behalf of the Nomination Committee. Twelve nominations were received as part of the 2024 Trustee Election nomination process, including two nominations from incumbent Trustees. After assessing the candidates against the eligibility criteria, a number of Generalist candidates and Generalist with Financial Knowledge candidates were invited to interview. The other nominees did not meet the eligibility criteria.

Following the Nomination Committee interviews, three Generalist candidates and two Generalist with Financial Knowledge candidates were considered to meet the criteria within the selection policy and role descriptions and therefore recommended to the Board to go through to the election.

8. Terms of Reference Review & Approval

In December 2023 the Board approved the BHS Volunteer Strategy 2024-2028 and the associated Delivery Plan.

The Committee Terms of Reference were last amended in 2015. A number of changes have taken place as part of our volunteer programme over the last nine years and these should be reflected in the Terms of Reference to provide clarity for the One Team.

Action 1.1 of the Delivery Plan was to update Terms of Reference for Local, Regional and National Committees, removing redundant roles/functions and including new roles that have evolved over the last nine years.

The revised Terms of Reference were distributed in advance of the meeting with the proposed changes.

The Trustees agreed that the proposed amendments made good sense and approved the updated Terms of Reference documents unanimously.

Resolution: The Board of Trustees approved the updated Terms of Reference documents unanimously.

9. Chief Executive's Report

The Chief Executive highlighted a few points from the Snapshot report that was distributed in advance of the meeting, noting that there was an exceptional amount of activity taking place across the organisation.

- The Dead Slow campaign has been extremely successful in terms of raising awareness and coverage year over year, including important growth in the number of people downloading the Horse I app.
- The Horse Care & Welfare focus month is in progress, with a focus on our other charitable objectives scheduled for later in the year.

- The BHS Approved Centre Riding School Championships were a great success with a record number of competitors taking part, including Changing Lives Through Horses participants, adding an extra dimension to the event.
- The Community Day at Bourne Vale, organised in collaboration with the Nihang Singh community is scheduled to take place in May. Funding from the Ride By Your Side and the BEF fund for increasing participation has been awarded in support of the day.
- British Riding Clubs had more than 2,000 competitors participate in championship events across the first four months of the year: an outstanding effort by the BRC Team, particularly at those events with very challenging weather conditions.

10. Facilities, Environment, Health, and Safety

The report was noted with no areas of significance to highlight.

11. Equity, Diversity, Inclusion and Safeguarding

There has been an uplift in the number of safeguarding concerns being reported. This is a result of the latest Safeguarding Officer training, part of which encourages Officers to identify and report lower level concerns. Therefore the increase in reports is not surprising.

12. Information Security

The recent phishing campaign / training exercise has finished early due to the high percentage of employees recognising and reporting phishing emails.

13. Project & Programme Report

An overview of progress against the current project and programmes was given, a full report on which was distributed in the minutes of the Finance Committee meeting that took place on 9 April 2024.

14. Report from the Finance Committee Meeting that took place on 9 April 2024

The Chair of the Finance Committee provided a report on the Finance Committee meeting that took place on 9 April 2024. A full report of the meeting was provided in the minutes of the meeting which were distributed in advance as a pre-read.

15. Management Accounts and Forecast

The management accounts for February were distributed in advance of the meeting. It was noted that the most stretching budgeted surplus yet had been set for 2024. The management accounts to the end of February showed a promising, positive start to the year.

16. Any Other Business

There were not any other matters for discussion.

17. BHS / BHSQ Joint Meeting

The BHS and BHS Qualifications Boards held their annual joint meeting. Various development and compliance issues were shared.