

Executive Summary

Board of Directors Meeting

24 April 2019

1. **Safeguarding and Welfare:** the Board discussed and agreed to update the British Dressage equality statement. For inclusion in the Members' Handbook 2020, it will achieve foundation level of the equality standard in sport, mandatory for member bodies in receipt of Sport England and UK Sport funding.
2. **Finance:** the reserves are in a healthy state and currently sit at just over £2m, with the accounts showing a £300k surplus in 2018. The investment strategy for the next cycle will be reviewed as part of the strategic planning process in June. Income from starter levies continue to increase year on, indicating participation numbers are also in a strong position.
3. **Operational Plan:** this document is now live and in use across the business by the Senior Management Team. Monthly updates on progress will be provided to the Board and staff.
4. **Recruitment:** the new members of the team have settled in well and have made a significant impact already. Becca Tuttle started as Marketing Manager on 15 April. The Business Development Director and Scotland Regional Chair vacancies closed on 26 April, with the election nominations for Chair, International Director and Sport Operations Director closing on Wednesday 1 May.
5. **Member Survey:** a progress update was given on the latest status, with the survey due to close on Sunday 28 April. It was reported that 27% of the paid membership have engaged in the survey, with a 22% completion rate. A retention survey will also be sent out before the end of May and a membership marketing campaign will be launched to coincide with this.
6. **IT:** Phase III is due to be launched to all members in early June. This will be the Customer Relationship Management element of the development and will give members the opportunity to access their membership record online, including new and renewal membership and horse registrations. Scoping of the priorities and timelines for Phase IV is underway, with the project ongoing throughout 2019 and 2020.
7. **Website:** the budget for the development of a new BD website has been agreed and the supplier contract is currently being reviewed. Aim is to launch the website by the end of the year, subject to full scoping of the project and agreement of testing programme / roll-out plan.
8. **Sport Operations:** evaluation of the proposals from the Championship Pathway Working Group remains ongoing, including an analysis of the current data alongside the member survey results for further consultation and feedback. Work is also underway on the 2020 rules, with rule change proposals due to be discussed and agreed by the Sport Operations Committee in June, in order to be put forward for Board approval in July.
9. **Winter Championship feedback:** views were sought from the Board on the recent Winter Championships. Many positive comments were noted as well as feedback to be taken to the review meeting scheduled for 23 May.

10. National Championships: the impact of HS2 on Stoneleigh has necessitated the investigation of alternative venues for the Nationals from 2020. This review process is well underway and a proposal will be brought to the June Board meeting for consideration.
11. Para: the Technical Committee will be looking to add Training and Youth representatives towards the end of 2019. The Para Winter championship coverage was very good with a proposal for 2020 to be a four day show, with approximately 120 riders and two gala nights.
12. International Teams: it was agreed that Under 21 and Under 25 teams would only be sent to the European Championships if there was a realistic chance of being competitive. Individuals could still be selected to compete outside of a team entry and would be considered on their individual results / performances.
13. Judges: updates were provided on the proposed fast-track system for judge progression and the Judge Examination Working Group, looking at judge education, development and training, as well as the current examination system.
14. BD Youth: views were sought on how best to promote and showcase the positive work being delivered across the Foundation and National Academy programmes.
15. Training: the National Trainers Group proposal was circulated and feedback received. The draft will now be revised and recirculated, with further discussion required at the Training Committee meeting scheduled on Thursday 2 May.
16. National Convention: the programme and presenters for this year's event have now been finalised, with a formal announcement and marketing launch planned during June.
17. BEF: the draft BEF strategy was circulated and feedback encouraged. Interviews for the Para Performance Manager and Para Pathway Manager have taken place and offers made.
18. BD Strategy: directors were presented with a strategy framework ahead of the next meeting in June. Consideration to be given to the short, medium and long-term goals for the organisation over the next five years. The Senior Management Team will also be meeting to discuss this in detail on Thursday 16 May in order to make some proposals to the Board.
19. Date of Next Meeting: 10 and 11 June 2019.