

Board of Directors Meeting

8 December 2020

Executive Summary

1. **Finance:** Two applications were received to join the Finance & Business Development committee, interviews are due to take place shortly. The 2020 accounts are currently forecasting an overall loss of £205,000, but this is still subject to change, dependent on the impact of the second national lockdown in England, other costs incurred before year end, and any reduction in operational overheads. Further versions of the 2021 budget were presented and discussed in detail.
2. **Membership:** the second national lockdown did not result in a significant downturn in membership numbers, compared to the first lockdown. However, the initial membership recovery has now been hampered by the impact of ongoing restrictions on competition and activity in all three nations. The auto-renewal system for membership has now been in place for 12 months and it is positive that over 90% of our members are now on the new subscription system.
3. **Regional:** Due to a number of staff being placed back on the furlough scheme through the course of November, the recruitment of Regional Representatives has been placed on hold. However, after the completion of a recruitment process in Scotland the Board ratified the appointment of Caroline Paterson as the new Chair. Caroline will formally take over from Sharon Lindop from 1 January 2021.
4. **Marketing:** The BD at Home programme that has been running since early November has been very well received, with positive feedback and strong engagement from our members. Discussions were held on how to continue to utilise technology to provide more online content and greater opportunities to engage with our stakeholders digitally.
5. **HR:** The two working groups tasked with reviewing resourcing levels at central and regional functions have now produced their recommendations and the consultation process remains ongoing. Maternity leave cover is currently being arranged for the Wales RDO with effect from January 2021. Due to the recent resignation of the Finance Manager, a recruitment process will commence shortly to source a replacement in early 2021.
6. **IT:** Scoping documents were presented on Phase IV of our IT project. These have been re-prioritised in order of importance to the business and revised costs were approved for inclusion in the budget for delivery during 2021.
7. **2021 Operational Plan:** The final version was presented and agreed by the Board.
8. **Sport Operations:** Localised lockdowns and associated travel restrictions for each of the devolved nations are being constantly monitored and protocols updated accordingly. Winter qualifications for Area Festivals and Regionals are currently being reviewed, with contingency plans put in place for Q1 2021, based on the potential impact of further disruption.

9. **Para-Equestrian:** The Para Winter Championship is confirmed as a three day competition at Myerscough in March. This event will be able to run behind closed doors, or with spectators present, dependent on the level of COVID restrictions at that point. The Para Gold Festival is confirmed for June and will be held at Wellington.
10. **International Teams:** Unfortunately the World Breeding Championships were cancelled, which was very disappointing for all concerned. Planning for the Grand Prix National Championships at Hartpury is complete with entries closing this week: 30 riders will participate. Olympic and Paralympic selection policies are expected to be signed-off by the BEF Board and published before Christmas.
11. **Judges:** Judge Education Project continues to evolve, with discussion ongoing around the preferred delivery model for the final assessment. Two options have been presented and will now be tested in pilot form, with independent evaluation, before a final decision is taken early next year. The Test Committee are looking to have their first meeting of 2021 in January.
12. **Youth:** Foundation Academies are almost complete for the year, with the next round of dates in March 2021. The National Academy date is still to be finalised due to the ongoing impact of the pandemic. The Board was also updated about plans for further developing the DiSE programme in 2021.
13. **Training:** National Convention was a huge success with over 1,400 tickets sold and very positive feedback received. This format is to be explored further for future training activity, to consider the potential of offering online only delivery alongside hybrid events that can cater for both an audience in attendance and online viewers.
14. **BEF:** Recruitment process for a new CEO is ongoing and expected to be completed by the end of February. UK Sport are due to make announcements concerning indicative funding for the next cycle later this month. There will be a requirement for increased contribution from the Olympic and Paralympic Disciplines to support central costs for the World Class Programme.
15. **FEI:** The virtual General Assembly held last month online was focused primarily on rule changes. The rescheduled 2021 European Dressage Championships has been confirmed and is due to take place in Hagen, from 7-12 September 2021, regardless of whether or not the Tokyo Olympics & Paralympics go ahead as planned.
16. **Date of Next Meeting:** Thursday 11 February 2021.