

Executive Summary

Board of Directors Meeting

11 February 2021

1. **Finance:** The 2020 year end accounts are being finalised but are showing a more positive end of year position. This is based on savings made due to the furlough scheme, reduction in other overheads and tight controls over expenditure during Q3 and Q4. Gift Aid claims have been completed and added £90,000 to the bottom line. Revised versions of the 2021 budget were presented and discussed, to reflect the impact of the latest national lockdowns on Q1.
2. **Membership:** Current membership stands at 15,054, with 10,460 Full and 2,753 Club members. 2021 has already seen the first three months of activity wiped out and we remain 1,800 members down from pre-pandemic levels. However, renewal rates during January remain relatively strong and compare favourably to the first lockdown.
3. **Governance:** Recruitment timeline and process for new Para Director and Training Director were agreed. The roles will be advertised at the end of February on the BD website and in the magazine.
4. **Marketing:** Planning for post-resumption activity is well underway, including the re-brand, launch of new strategy and membership reactivation campaigns.
5. **Sponsorship:** Communication with sponsors is continuing during latest lockdown and all are being provided with regular updates on our contingency plans as things develop. All winter sponsors have also received coverage through 'BD at Home' initiatives on the website and social media channels.
6. **HR:** Recruitment process has almost been completed to replace the Finance Manager position, with the recommended appointment approved by the Board to start at the end of February. The majority of BD staff have been placed on flexi furlough during January and February and will be bought back via a phased approach in March in order to build up to the resumption training and competition activity. Board agreed that recruitment for a Training & Education Assistant can commence next week to replace the role vacated during January.
7. **Regional:** Internal planning is ongoing around the structure and responsibilities of the Development Officers, Regional Committees and volunteer roles. Communications plan presented and agreed to update all stakeholders on plans for the resumption of activity. Regional changes will come into effect from this point onwards.
8. **IT:** The latest lockdown has provided the opportunity to scope and deliver further improvements to the BD Online system, to support membership, sport operations and training & education teams. Initial assessment of current and future requirements for an events management / booking platform have commenced.
9. **2021 Operational Plan:** updated version to take in to account the impact of the latest lockdown on our objectives and timescales was approved by the Board.

10. **Sport Operations:** Update provided on contingency plans for all competition activity, including rescheduling of Regionals, Area Festivals and Championships in the coming months. At this stage all options remain on the table and final decisions will depend on the timing and pace of restrictions being relaxed across each of the home nations. Proposed changes to the Quest regional structure were outlined and agreed to tie in with revised regional structure across England. This may necessitate moving the Combined Training series into early 2022 if the calendar is too congested towards the end of 2021.
11. **Para-Equestrian:** Options for the Para Winter Championship were discussed, based on the ongoing impact of Covid restrictions. All options remain on the table whilst we wait for the recovery roadmap announcement by the government during w/c 22 February.
12. **International Teams:** Selection policies are being reviewed and updated as the situation evolves. Additional classes and events to provide opportunities for selection were discussed. Board approved to the cancellation of the Keysoe CDI in March and agreed that a potential application could be put into the FEI to run a replacement CDI, if this is deemed feasible and required. The process to run events under government Elite Sport Protocols have now been signed off.
13. **Judges:** Update provided on the pilot to provide a new method of assessment to replace the old exam system. The technical module of the new system is progressing well. Proposal around mapping people from the old judge exam system across to the new judge education framework was agreed. The Test Committee are to have their first meeting of 2021 on Wednesday 17 February.
14. **Youth:** Foundation Academies are currently suspended due to lockdown, so contingency planning is ongoing. This includes the potential to move some activity online to reduce face to face delivery requirements and travelling to attend sessions over a full weekend. An online youth squadding process and remote access to skills tests has been scoped and approved. Plans for training days covering judging of Children on Horses tests are well advanced. Work continues on Tier 4 of the Horse Care programme, with further content being gathered and assessed.
15. **Training:** National Convention feedback survey has been sent to Horse & Country for distribution after 19 February. Online delivery of the Young Horse Forums is being explored along similar lines due to ongoing COVID restrictions. Agreement provided for a revised calendar of training activity to distribute major events more evenly across the year.
16. **BEF:** Recruitment process for a new CEO is almost complete and an announcement is expected in the coming weeks. Wider discussion on the impact of Brexit was held and further guidance / clarification is being sought from DCMS and DEFRA via the BEF and Horse Council.
17. **FEI:** Full review of rule changes for dressage and para-dressage has now been pushed back to 2022. Impact on competition formats which were due to be completed this year and the pilot scheme for codification of points will be undertaken in 2021 with a view to implementation in 2022. The nomination process for FEI Dressage committee positions and Board roles will be opening shortly. Planning for the Olympic and Paralympic games to take place in the summer remains on target, with contingency plans progressing well, based on the latest information available.
18. **Date of next meeting:** Tuesday 20 April 2021.