

Minutes – BHS Board of Trustees

Thursday, 12 September 2024

Meeting	Board Meeting
Date	Thursday, 12 September 2024
Time	10:00 – 14:00
Venue	Ashorne Hill, Leamington Spa, Warwickshire, CV33 9QW

Item	Agenda Item & Discussion
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- 1 Minutes of the Board Meeting held on Thursday, 11 July 2024**
The minutes of the meeting held on 11 July 2024 were agreed to be a true reflection by the Trustees.
- 2 Matters Arising from the Board meeting held on Thursday, 11 July 2024**
The matters arising from the meeting held on 11 July 2024 were noted as complete.
- 3 Abridged Minutes of the Board Meeting held on Thursday, 11 July 2024**
The abridged minutes of the meeting held on 11 July 2024 were approved for publication on the BHS website.
- 4 Conflicts of Interest**
There were not any new conflicts of interest to declare.
- 5 Diversity, Equity & Inclusion (DEI) – Everyone Welcome**
The report that was distributed in advance of the meeting was noted.

Fourteen BHS Approved Riding Schools from across the UK have signed up as Everyone Welcome Pilot Centres. The Everyone Welcome DEI Strategic Lead, has been working closely with the Pilot Centres on a variety of different DEI projects.

The Society is currently working toward accreditation by Inclusive Employers.
- 6 Safeguarding**
The report that was distributed in advance of the meeting was noted. Safeguarding concerns continue to be received and actioned as appropriate.

The BEF have recently launched a ‘Safe to Play’ campaign, providing resources for Member Bodies and their stakeholders.
- 7 Health and Safety (H&S)**
A new H&S Manager is in post. This role will see an increased focus on health and safety at externally organised events and activities, while continuing to support events organised internally, and education assessments, as well as the usual responsibility for building related health and safety at HQ. One key change implemented to date is that, where there is a fall during an assessment, the Assessor will follow up with a call to the candidate in the days proceeding to check on their wellbeing. This has already been implemented for BHS and BRC events.

The report that was distributed in advance of the meeting was noted.
- 8 Information Security**
The report that was distributed in advance of the meeting was noted.

The Head of Operations, has delivered GDPR training sessions to BHS Approved Centres. This has been gratefully received by Centres, who have found the training both supportive and reassuring.

Subject Access Requests continue to be received and actioned as appropriate.

Minutes – BHS Board of Trustees

Thursday, 12 September 2024

9 Project & Programme Report

The Chief Operating Officer provided an overview of progress against the current projects and programmes, a full report on which was distributed in the minutes of the Finance Committee meeting that took place on 14 August 2024.

The Chief Executive highlighted another impactful activity undertaken by the CTF Team with further education colleges. Most colleges had stopped delivering outcome-based training to individuals due to changes in the curriculum. Over the past 12-18 months, the CTF Team have worked very hard to make a step-change in this area, with approximately 20 further education establishments across the UK reengaging with BHS Education to train and assess students, over and above their college qualifications.

10 2025 – 2027 Strategy

The Chair referred to the 2025-2027 Strategy document which had been distributed in advance of the meeting for pre-reading, and summarised that following previous discussions with the Board of Trustees, the strategy is now set and that the Trustees should empower the Executive to take it forward and utilise the information set out in the documents to implement the strategy with the Home Team, One Team, and wider.

Since the last meeting with the Board of Trustees, Environmental Sustainability has been included as a strategic enabler. The BEF have produced a strategy, which as Member Body, the BHS has committed to supporting. The strategy is supported by good resources which can be shared with Member Body Stakeholders.

A few points were highlighted for reference. Followed by some questions from the Trustees.

The 2025-2027 BHS Strategy

‘Championing horses in society, to ensure a sustainable future for equestrianism, fostering inclusivity, and expanding our societal impact’ is the strategy headline.

Defining Who We Are

Our vision remains unchanged: it is for every horse to be respected, protected and enjoyed by knowledgeable, caring people. Our purpose has been refined; we are here to help horses and everyone who cares for them to enjoy the best possible life together. And in its simplest form: For Horses. For People. For Life.

Diversification of Revenue

BHS must diversify its revenue. As shown on slide seven of the strategy document, nearly 75% of the Society’s revenue is via membership, a transactional relationship for the insurance product. However, there is risk associated with the product due to the small number of providers.

The Board of Trustees congratulated the Executive, Home Team, and in particular ES, on a terrific piece of work.

Resolution: The 2025-2027 Strategic Plan was approved unanimously.

11 Ride By Your Side (RBYS) Annual Report

The RBYS Annual Report was distributed for pre-reading and taken as read. This document forms the family friendly version of the annual report and statutory accounts and is placed on the BHS website.

12 CEO Snapshot Report

The CEO snapshot report was taken as read. The Chief Executive noted the recent funding for riding schools from the RBYS Fund, for projects to increase accessibility. In total, 49 applications were received, and overall, a total of £73,000 from the RBYS fund, with a top-up from the Hardship Fund, was committed to riding school grants for projects like: installing accessible toilets, creating

Minutes – BHS Board of Trustees

Thursday, 12 September 2024

classrooms with a clear line of sight, which is a requirement for CLTH, and creating sensory trails for horses and clients. 15 centres were referred to the CTF as their applications were related to training.

13 Report and minutes from the Finance Committee Meeting on 14 August 2024

The Chair of the Finance Committee provided a report on the Finance Committee meeting that took place on 14 August 2024:

- There is a standing action to undertake a review of the reserves policy mid-2025.
- All regulatory requirements are up to date.
- The Committee received a presentation on the positive variances between the 2024 budget and year-end forecast.
- The management accounts and forecast represent a good half-year and the forecast represents a good foundation for in-year designation considerations, as made in previous years.
- Investment values are gently positive, despite a levelling out in the Spring.
- A full report was received on projects and programmes.
- The Enterprise Risk Management Report was noted.
- The pay review has been undertaken and agreed. There had been a benchmarking process in preparation for the pay review, with a consensus that the cost of living crisis is continuing to affect most people.

A full report of the meeting was provided in the minutes of the meeting which were distributed in advance as a pre-read.

14 Management Accounts & Forecast

The July management accounts and forecast is forecasting a significant surplus. The main changes from June were increased membership fees, riding club income, and significant cost savings.

15 Any Other Business

a. BHSQ Board Director

Resolution: The BHS Board of Trustees ratified a Non-Exec Director appointment on the BHS Qualification Board.

b. Board Away Day – Thursday, 24 October 2024

An opportunity has arisen to hold the Board Away Day at the Wormwood Scrubs Pony Centre in London. It was felt it would be a good opportunity to see a CLTH centre and spend some time in a riding school for those who do not either work in one or regularly visit one. It was agreed that the Board would meet at WSPC on Thursday, 24 October. They would have a tour of the riding school and hear from Sister Mary Joy, Founder and Chief Exec of the Pony Centre, about how CLTH has impacted the lives of participants at the centre. Following which there would be a discussion on the challenges and opportunities associated with a change in government.

IOM registration

It was reported that the second part of the application to register the British Horse Society as a Charity in the Isle of Man is 50% complete. It will be necessary to register an address in the Isle of Man, which is in progress.