



**Minutes of the Meeting
of the British Equestrian Federation
Board of Directors
held on Wednesday 31 January 2018
at 1700 hrs by conference call**

Chair: Ed Warner OBE (EW)

Directors Present:

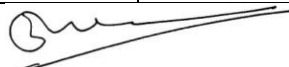
Christine Blackford (CB)
Mark Jeffreys (MJ)
Barry Johnson (BJ)
Jane Nixon (JN)
Lotte Olsen (LO)
Tim Holderness-Roddam (THR)
Kevan Taylor (KT)

In Attendance: Nicki Kavanagh (NK) Interim CEO
Maggie Moreton (MM) Head of Secretariat

Apologies: Julie Biddle (JB)
Jess Cook (JC)
Deborah Smith (DS)
Claire Williams (CW)

		Action by
01/18	It was noted that a quorum was present.	
02/18	<p>Appointment of Permanent INEDs and Board Committee Roles</p> <p>EW reported on the Nominations Committee's recommendations to the Board on the appointment of permanent INEDs following the interviews conducted on 12 Jan 18. Copies of the recommended candidates' CVs had been circulated to the Board, and satisfactory references had been received. The Board formally approved the Nominations Committee's recommendations as follows:</p> <p>Sarah Broughton - INED and Chair of the Remuneration Committee Kevan Taylor – INED and Chair of the Audit Committee Martyn Wilks – INED and Senior Independent Director</p> <p>The terms of office for the INEDs will be drawn at the next Board meeting on 28 Feb 18 in accordance with Article 18.9.2. A press statement will be issued on 1 Feb 18. EW formally recorded his gratitude to MJ and DS who had been directors of the previous board and had kindly agreed to act as interim INEDs on the new board to provide continuity until permanent INEDs were recruited. They would now formally step down as of 1 Feb 18.</p>	<p>Board</p> <p>EW/MM KM/MM</p>
03/18	<p>Update from Chair on Recruitment of CEO</p> <p>EW briefed the Board on the Nominations Committee's recommendations on the permanent CEO appointment, following the two rounds of interviews conducted on 22 and 29 Jan 18. The</p>	

	recommended candidate had been contacted and offered the position subject to Board approval, contract and starting date negotiations. The Board approved the appointment of the preferred candidate and agreed the salary package. A press statement would be issued once the contract was agreed and the appointment would remain confidential until then.	KM
04/18	Update from SID on Recruitment of permanent Board Chair MJ reminded the Board that applications for the above role closed on 16 Feb 18 and Hartmann Mason (HM) was handling this recruitment. The Board was asked to let MJ or HM have names of anyone who may be suitable for this role. Two rounds of interviews were planned for weeks commencing 26 Feb and 5 Mar 18, following which the Board would ratify the appointment recommended by the Nominations Committee chaired by the SID, in accordance with Article 21.3.1. MJ confirmed he was available to offer support to the new SID on the chair recruitment process thus far, in preparation for the new SID to lead when the interview stage begins.	Board MJ
05/18	Any Other Business a) <u>Future of Equine Development</u> It was noted that there would be a Board conference call within the next week to discuss equine development, for which a paper would be circulated shortly to the Board. MM was asked to circulate some dates and times to check availability of the Board. b) <u>Independent Review</u> MJ updated the Board on anticipated timelines for receipt of the findings of the review.	NK MM
06/18	Dates of future BEF Meetings in 2018 <u>Board Meetings</u> Wednesday 28 February 2018 Wednesday 18 April 2018 Wednesday 18 July 2018 Wednesday 5 November 2018 <u>Council Meetings</u> Monday 19 March 2018 Wednesday 25 July 2018 Wednesday 21 November 2018 <u>Quarterly Meetings of MBs Chairs/CEOs with BEF Board/Executive</u> Monday 19 March 2018 Wednesday 25 July 2018 Autumn date to be confirmed Wednesday 21 November 2018	



Chair