

CONFIDENTIAL

**THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION
CONFIRMED MINUTES OF THE COUNCIL MEETING
HELD AT MARFORD MILL ON 24 OCTOBER 2019 AT 09:30AM**

Attendance	Eoghan Cameron Claire Sadler Ian Coghill Martyn Jones Robin Marshall-Ball Alasdair Mitchell Professor Ann Mortimer Peter Watson Ian Grindy Oliver McCullough	Chairman Vice-Chair
Ex-Officio:	Ian Bell Angela Davies Caroline Bedell Dan Reynolds Dr Colin Shedden Steve Griffiths	Chief Executive Executive Director of Business Management Executive Director of Conservation Director England Director Scotland Director of Wales
Minute Secretary	Sandra Forkin	
In Attendance	Garry Doolan John Thornley (In attendance for Item 8 only) Lee Selvester (In attendance for Item 20 only) Jamie Davies (In attendance for Item 20 only)	Deputy Director of Communications and Public Affairs (Representing Christopher Graffius)

Chairman's Welcome

The Chairman welcomed all to the meeting.

1. To receive apologies for absence and to note absentees

Apologies had been received from Lord Dear, Sally-Anne Bloomfield, Cara Richardson, Paul Shaw, Carl Woodall, Sarah Turner, Steve Bloomfield, Christopher Graffius and Tommy Mayne.

2. To confirm confidential items

It was noted that items 8, part of 13, part of 14 and part of 15 were confidential.

3. To identify suggested items of any other business

The CEO would like to add global emails, sustainable lead ammunition, strategy notes and true value of shooting to be added.

Ian Coghill wished to give an update on the developments around the Uplands Management Group to be added.

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Ian Grindy requested security around conference calls to be added.

4. Declaration of Interest

None.

5. Minutes of previous meetings

5.1 Minutes of the 26th September 2019 Council meeting

The CEO referred to the minutes with regards to actions now being stated very clearly.

The minutes of the meeting of 26 September were approved as a true and accurate record of the meeting.

5.2 Minutes of Executive and Finance Committee 25th September 2019

The Executive and Finance Committee minutes of the meeting of 25 September were approved as a true and accurate record of the meeting.

6. Matters arising from earlier Council meetings

None.

MEETING

7. Health and Safety report – Monthly/Annual Report

The Executive Director of Business Management referred to the two reports that had been issued, the annual H&S report and monthly H&S report. Both reports were taken as read.

9. 2020 AGM Itinerary - Options

The report presented was discussed during the meeting.

Council discussed the options that had been proposed and it was noted that the Scottish Game Fair will be held on the 3rd / 4th July 2020. Council proposed that the date for the Council Meeting and AGM to be 10th / 11th July 2020. Other than that amendment, option 4 was agreed.

Decision: Council agreed that option 4 within the paper is approved with an amendment to the nominated date for the AGM to be held on 11th July 2020 at Marford Mill.

8. Investigation (Oral) *CONFIDENTIAL*****

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10. Strategic Risk Register – Risk Management

The CEO updated Council on the risk register following the strategy sessions and confirmed that he originally pulled back the risk register until after the strategy sessions had taken place.

The CEO advised Council that it is now his intention to start bringing the strategic risk register to each Council meeting for review and discussion.

The CEO asked Council to comment if they think the approach needs to be amended or if there are any comments. There is no approval being requested, just the approach the Association is taking.

The Chairman advised that although each risk has an owner, the overall risk register is owned by Council. Council discussed ownership of some of the items listed on the register.

The Chairman suggested to Council that all these are owned by Council. Council are accountable for everything, but someone is the owner / responsible for delivering; i.e: CEO / Chairman and then delegate. It was agreed that this is to be reviewed and discussed in each Council meeting. The Chairman suggested that Council are to review the document and we need to satisfy ourselves that this is satisfactory.

11. Governance Review Update (Oral)

The Vice-Chair gave an overview to Council on the Governance Review.

The Vice-Chair advised that there has been a lot of work and reading that has taken place on the following topics.

- Internal requirements
- External requirements
- Policies
- Legal advice
- Council Survey
- Training
- Use of co-option – this will be looked at and better used and formalised

Council expressed their thanks to the Vice-Chair on her work to date.

12. Conservation Strategy

The Executive Director of Conservation report was taken as read.

The Executive Director of Conservation gave an overview on how the paper has been put together and the four core areas:

- Wildlife Crime
- Raptors
- Sustainable Ammunition
- Sustainable Quarry Management

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13. Chairman's Report

The Chairman's paper was issued to Council at the meeting and was taken as read.

14. Chief Executive Report

The CEO's report was taken as read. The CEO gave an overview on the items listed on his report.

15. Executive Director of Communications and Public Affairs Report

The Executive Director of Communications and Public Affairs report was taken as read.

16. Executive Directors of Shooting and Operations Report

The Executive Director of Shooting and Operations Report was taken as read.

17. Executive Director of Conservation Report

The Executive Director of Conservation's report was taken as read.

18. Executive Director of Business Management's Report *CONFIDENTIAL*****

The Executive Director of Business Management's Report was taken as read.

19. Date of next meeting

The next meeting will take place at 9:30 am on 28th November 2019, Marford Mill.

20. Presentation of BASC new Website

Lee Selvester and Jamie Davies joined the meeting.

Signed:

Date:

Chairman