THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION

CONFIRMED MINUTES OF THE COUNCIL MEETING
HELD AT MARFORD MILL, ROSSETT, WREXHAM,
ON THURSDAY 18 APRIL 2013

Present:	**Martyn Howat**	**Chairman**
	Alan Balfour	
	Paul Culley	
	John Dryden	
	Lee Freeston	
	Neil Griffiths	
	Robert Irvine	
	Alan Jarrett	
	Mike Sherman	
	Mike Smith	
	John Thornley	
	Alisdair Troup	
Ex-Officio Members:	**Richard Ali**	**Chief Executive**
	Philippa Bursey	**Director of Business Management**
	Steve Bloomfield	**Director, English Regions**
	Christopher Graffius	**Director of Communications**
	Tommy Mayne	**Director, Northern Ireland**
In attendance:	John Harradine	Item B4
	Conor O'Gorman	Item B5
Minute Secretary:	Amanda Taylor	

A.1. Apologies for Absence

Apologies were received from David de Gernier, Peter Glenser, Mike Hardy, Sir Roger Jones, Meurig Rees, Colin Shedden and Claire Zambuni. .

Council wished David de Gernier a speedy recovery from his illness. A card or letter to be sent to him on behalf of Council.

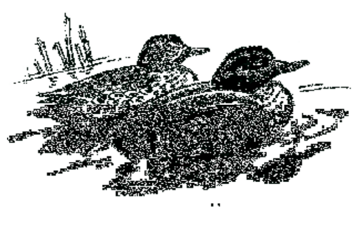
A.2. To confirm Confidential Agenda Items

It was agreed that Items B3 and C5 be treated as confidential and, under Item D1, Structure.

A.3 To identify suggested items of Any Other Business

Items for 'Any Other Business' to be discussed under Agenda Item D1 were noted.

Conor O'Gorman presented the proposed response to the Greenland white-fronted goose consultation, which was approved by Council.



A.4 Declarations of Interest

Mike Sherman declared an interest in respect of item B7.

A.5 Minutes of 21 March Council meeting

It was agreed that the wording in respect of the election of Chairman of Council under item B3 be amended to include Vice Chairman and Chairman of E&F Committee.

Under item D1, recording that Christopher Graffius would be attending the forthcoming meeting on rodenticides, Christopher Graffius said that was not the case but that Glynn Evans and Paul Culley would be representing BASC.

A.6 To take matters arising from earlier Council meetings.

There were no matters arising.

A.7 To take the Action Points outstanding from earlier Council meetings

A.7.1 Objects

To be finalised at the May Council meeting.

A.7.2 Sport and Recreation Alliance's Voluntary Code of Good Governance for the Sport and Recreation Sector

To be deleted from Action Points as it has been completed. Richard Ali to establish whether it is necessary to inform the Sport and Recreation Alliance of BASC's analysis.

A.7.3 Chairman election process

An interim conclusion to be presented to Council in May 2013.

A.7.4 Council meeting attendance figures

To be finalised at the Council meeting in May 2013.

A.7.5 Key Function Indicators

To present an annual report on key function indicators in July 2013.

A.7.6 Progress Report and Development Plan

WHT trustees to provide Council with a brief progress report in October 2013.

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A.7.7 Advisory Committees' Annual Reports

Chairmen of the country and advisory committees to provide Council with an annual report on their activities in May 2013, which will be placed on the website following approval.

A.7.8 Risk Management Register

To be monitored by E&F and reported on at the November 2013 E&F meeting, and brought back to the January 2014 Council meeting for an annual review.

A.7.9 Land purchase

To be dealt with under item B6.

B.1 Governance Issues

The Chairman thanked those Council and staff members who had participated in the February workshop for their hard work and congratulated them on the results.

The Chief Executive presented a paper to Council and the following points were debated: reducing the size of the Council, tackling non-attendance at Council meetings, appointment of Chairman for a period longer than one year, honorarium for Vice Chairman, attendance allowance for non-executive Council members, a contract of engagement for Council members. The Director of Communications presented a paper on the Objects and following a discussion it was agreed that the matter be brought back in October 2013.

The revised Role, Governance and Operations document was presented. Following discussion and some minor amendments, it was agreed that it should be re-issued.

B.2 Health and Safety

The Chief Executive presented a report on his health and safety review. Council accepted his proposals that (1) an annual review of the Health and Safety Policy be carried out and (2) Health and Safety be a regular item on the agenda for Council's meetings.

B.3 Reserves Policy

(Confidential)

The Chief Executive made a presentation illustrating various options for BASC's reserves policy going forward and explained the potential liability of Council members in the event of the Association being wound up. It was agreed to refer the matter to E&F Committee for review, with professional advice being sought if deemed necessary, and to bring a report to Council in October, or sooner if possible.

B.4 PACEC

John Harradine presented a brief paper outlining a proposal to update the 2006 PACEC report "Countryside Sports – their economic significance." He recommended that Council endorses the proposal for an up to date study. It was pointed out that a BASC-led partnership approach with other countryside and shooting organisations would mean costs could be shared and the input VAT would be recoverable. It was recommended that PACEC be the preferred choice of consultants as their research base was already established. It was agreed that John Harradine should contact PACEC and that the Chief Executive would write to potential partners to seek their participation.

B.5 British Bowhunters' Association

The Chairmen of the Deer Committee and the Gameshooting and Gamekeeping Committee reported to Council their committees advice to affiliation of the BBA to BASC. Following discussion it was agreed the BBA would be offered affiliation, with the rules and responsibilities thereof being pointed out to them.

Robert Irvine was asked to prepare a paper on the possibility of seconding BASC staff to other relevant international organisations and offering reciprocal opportunities for secondment within BASC.

John Thornley drew to Council's attention a Regulatory Reform Order currently being considered which would take into account a number of issues arising from the firearms legislation and queried whether BASC should lobby on the proposal to move expanding ammunition from Section 5 back to Section 1.

B.6 Land Purchase

Lee Freeston thanked Tim Russell, Janette Lowrie, Paul Williamson, Alan Jarrett, John Bishop, and Anthony Holliday for their assistance in preparing the paper. Following discussion, it was agreed that a sub-committee consisting of Chairman, Vice Chairman, Paul Williamson, Alan Jarrett, Tim Russell, and Lee Freeston, with secretarial back-up from Janette Lowrie, look into options for possible schemes and present a business case to Council, with an interim report to be brought to the May Council meeting. Paul Williamson to make inquiries as to land available for purchase or lease.

B.7 Honours and Awards

Council were presented with a paper detailing nominations for honours, awards and special presentations to be made at the 2013 AGM. Each of the proposals was endorsed by Council.

B.8 Council Chairman, Vice-Chairman and E&F Chairman - declarations of candidacy

The Chief Executive invited candidates for Council Chairman, Vice-Chairman and E&F Committee Chairman to declare themselves.

Martyn Howat put forward his candidacy for Chairman of Council, proposed by John Thornley, seconded by John Dryden. He advised Council that if elected 2013/14 would be his final year. Michael Sherman declared his willingness to stand as Vice-Chairman of Council, proposed by John Thornley, seconded by Lee Freeston. Lee Freeston offered to stand as Chairman of E&F Committee, proposed by John Thornley, seconded by John Dryden.

None of the candidates for standing election to Council had indicated an intention to stand for election as Chairman, however, their intentions with regard to the positions of Vice-Chairman and Chairman of the Executive and Finance Committee had not been sought such that their candidacy for either of these posts, if proposed at the June meeting of Council, would be accepted.

C.1 Executive & Finance Committee – Minutes 20 March 2013

The minutes were noted by Council.

C.2 Chairman’s Report

The Chairman’s report was accepted as presented.

C.3 Chief Executive’s Report

The Chief Executive presented his report. He said that the Association’s response to Defra’s consultation on Marine Conservation Zones had been submitted. He also thanked everyone who had participated in the Greenland white-fronted goose consultation. He said that his speech to the NGO entitled “Working Together” had been very well received. He also reported on his presentation to staff on taking up his appointment and said that the results of a staff survey were being compiled and would be presented at the next Council meeting.

C.4 Director of Communications’ Report

The Director of Communications’ Report was accepted as presented.

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C.5 Director of Business Management's Report

(Confidential)

The Director of Business Management's Report was accepted as presented.

It was agreed that there should continue to be discounted membership for the very low-paid and out of work and that following the withdrawal of Jobseeker's Allowance and the introduction of the Universal Credit, the senior management team be allowed to devise a suitable scheme in terms of the eligibility and proof criteria.

D.1 Any Other Business by leave of the Chairman

D.1.1 Strategic direction
Lee Freeston suggested the project begun on strategic direction last year needed revisiting. The Chairman to report back to Council after speaking to the Chief Executive.

D.1.2 Council meeting absentees
The Chairman announced that future Council meeting agendas will differentiate between "apologies" and "absentees".

D.1.3 Senior staff structure
The Chief Executive, having done an initial review of roles and responsibilities within BASC, had concluded that it was preferable for country directors to report directly to him, but that there should be a new role of Head of HR and Operations to oversee the delivery of technical knowledge and member service by the Operations teams, talent management, succession planning and people development. It was hoped to fill this post by end November 2013 following a short-listing and interview process, in which Council members, including the Chairman, would be involved.

D.2 Date of next meeting 23 May 2013

It was confirmed that the next meeting of Council will take place on Thursday 23 May 2013.

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Chairman

Date ……………………………………………………….