

CONFIDENTIAL

**THE BRITISH ASSOCIATION FOR SHOOTING AND CONSERVATION
CONFIRMED MINUTES OF THE COUNCIL MEETING
HELD AT MARFORD MILL ON 6 OCTOBER 2021 AT 09:00AM**

Attendance	Eoghan Cameron Claire Sadler Robin Marshall-Ball Oliver McCullough Al Gabriel Ian Coghill Alasdair Mitchell Professor Ann Mortimer Paul Shaw Richard Garner Williams Chris Barker	Chairman Vice-Chair
Ex-Officio:	Ian Bell Angela Davies Caroline Bedell Steve Bloomfield Dan Reynolds Steve Griffiths Tommy Mayne	Chief Executive Executive Director of Business Management Executive Director of Conservation Executive Director of Shooting & Operations Director England Director Wales Director Northern Ireland
Minute Secretary	Sandra Forkin	
Present	Garry Doolan John Thornley – <i>Item 11 only</i>	Deputy Director of Communications & Public Affairs

Chairman's Welcome

BASC's Chairman welcomed everyone to the meeting.

1. To receive apologies for absence and to note absentees

Apologies had been received from Lord Dear, Christopher Graffius, Carl Woodall, Colin Shedden and Ian Grindy.

2. To confirm confidential items

It was confirmed that items 9, 10, 11, 15, 19 and 20 were noted as confidential.

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3. To identify suggested items of any other business

- Social Media
- Council Members holidays
- Wildfowling Committee Membership for approval

4. Declaration of Interest

Declarations were noted for the Executive Director of Conservation - Item 19, Paul Shaw - Item 12 and BASC CEO - Item 20.

MEETING

5. Minutes of previous meetings

Al Gabriel joined the meeting.

5.1 Minutes of the 8th July 2021 Council meeting

The minutes of the meeting of 8th July 2021 were approved as a true and accurate record of the meeting.

5.2 Minutes of Executive and Finance Committee 7th July 2021

The Executive and Finance Committee minutes of the meeting of 7th July were noted.

6. Matters arising from earlier Council meetings

- Shrivenham Testing Report, the report has now been issued to Council. This will be covered under the CEO report by the Executive Director of Shooting and Operations.
- Gun Trade Banking Issues:
The Deputy Director of Communications and Public Affairs advised that he did not have any updates to give at this stage. Paul Shaw stated that he had not been given any update since the last Council meeting. The Deputy Director of Communications and Public Affairs will chase a response and will issue an update to Council and be in contact with Paul Shaw.
- Council meeting dates for 2022 feedback has been received, the AGM needs to be changed and the Executive Director of Business Management will come back to Council with a new date.
- E&F meeting, a recording of one of the meetings was requested to be uploaded into teams. The Executive Director of Business Management advised that no action has been taken to-date.
BASC's Chairman advised it had been decided that this will not happen, we record E&F meeting as we record other meetings for the minute's purposes. There is an audio file available, but it is not advisable to share this on teams.

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Coutts – Investment portfolio update. The Executive Director of Business Management confirmed the portfolio is doing very well and at the end of September has a return of circa 9% on the initial investment. The Executive Director of Business Management and Head of Finance have a meeting with Coutts to discuss the portfolio moving forward. The E&F Committee are reviewing the investment for 2022.

- Infiltrate and populate strategy.
BASC's Chairman confirmed that Aim to Sustain will look at this, the Committee structure has been finalised and interim Chairs are in position to lead the Committees.

BASC's Chairman confirmed that item 11 has been brought forward.

11. Confidential Item

7. Health and Safety Report /Annual Report

The Executive Director of Business Management presented the report from the Facilities and Health and Safety Manager and it was taken as read.

8. Strategic Risk Register *Confidential*****

The CEO's report was taken as read.

**9. Membership and Management Accounts up to end of August 2021
Confidential**

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

The Executive Director of Business Management gave an overview of the paper, specifically that the surplus is a result of significantly reduced expenditure which is due to impact that COVID has had on the business.

The E&F Chairman stated that it is important to highlight that, in the discussions in yesterday's E&F meeting, the Committee recognised all the hard work that has gone into ensuring we find ourselves in this position despite COVID.

BASC's Chairman asked for his express thanks to staff for all the hard work throughout the pandemic to be noted.

10. Governance Review *Confidential*****

- ***Committee Structure***

The paper presented was taken as read.

BASC's Chairman referred to the paper presented. The objective of this review is to ensure that we have a committee structure that enables committees to operate efficiently and contribute towards achieving BASC's strategic objectives.

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12. Council seats and elections for 2022

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

13. Code of Practice for Deer Stalking

The Executive Director of Conservation's paper was taken as read and presented the recommendation for Council approval.

BASC's Chairman stated that this should have been set out within a paper which outlines what is changing and why.

Council discussions took place in relation to page 5, second paragraph as it was felt that it is slightly vague. Council also mentioned that the code is also slightly vague in relation to firearms and that one of the pictures that appears within it is inappropriate and needs changing.

Council also discussed that several key legislative matters relating to deer stalking are under consideration and may impact the code. Council asked whether it makes sense to issue this document now or wait until the corresponding decisions are made.

BASC's Chairman recommended that the document is reviewed again and a plan brought back to Council.

14. Post Plymouth Update

The Deputy Director of Communications and Public Affairs gave an update on the Plymouth incident. He advised that the political team are working with parliament.

15. Aim to Sustain *Confidential*****

The Executive Director of Conservation gave an overview of where Aim to Sustain (A2S) is at present and the work that has taken place.

The Executive Director of Conservation advised that the Executive Committee of A2S meetings have taken place and this Committee is now meeting monthly, and below this there are four Committees which will drive the work of A2S.

16. Cyber Security

The Executive Director of Business Management gave an overview of what we are doing within the Association to protect Members, Staff and Council's personal details and ensure these remain secure follow the Gun Trader breach.

The Executive Director of Business Management gave an overview of the recent breach in relation to the cyber-attack on Gun Trader and that BASC has issued advice to members via the communication and press department.

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The Executive Director of Business Management outlined that the Association continually monitors our own systems through daily scanning, annual penetration testing and ensuring software and licences remain up to date and compliant. In addition, we are about to undertake a further in-depth penetration check of the members portal and membership database. This is being carried out by a crest accredited cyber security company.

The Executive Director of Business Management also advised that Cyber Essentials is an important accreditation, which we are trying to achieve for the third year. Undertaking this assessment also reduces our risk as it requires us to undertake a self-assessment of security before we are tested and awarded the accreditation.

The Executive Director of Business Management advised training is also very important as well as ensuring all mobile devices are kept up to date. It is the responsibility of all members of staff and Council to ensure updates are installed immediately when received and that you have a strong password in place.

The Executive Director of Business Management advised that a new Cyber security training was issued yesterday and asked all Council to complete as soon as possible.

BASC's Chairman advised that he had not received this email. The Executive Director of Business Management advised the Chairman and all of Council should they have any queries regarding the above to contact herself, the ICT Department or Data Integrity Manager.

BASC's Vice-Chair asked if this should be a yearly report that comes to Council and should it be part of good governance. The Executive Director of Business Management advised that yes it should as cyber security and data protection is a corporate responsibility.

17. Honours and Awards Committee *Confidential*****

- A. Proposal System**
- B. HLM Decision**

The Chairman of the Honours and Awards Committee's paper presented was taken as read and he provided an overview of the three Committee meetings that had taken place to-date.

The Chairman of the Honours and Awards Committee advised that we need to agree the criteria, so that we can launch the awards in January 2022, and he is seeking approval from Council today on the recommendation within the paper.

Council discussed the awards and the reasoning and history behind each of them, as detailed within the paper.

The Executive Director of Business Management referred to the Special Presentation Award and that in the past we have had the same member being nominated for the Special Presentation Award each year. She asked if there should there be a prescribed interval between these awards being given.

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The Chairman of the Honours and Awards Committee stated that a 5-year time restraint is being looked at as part of the recommendation moving forward.

The Chairman of the Honour and Awards Committee stated that the Eat Game Awards may come under the umbrella of the Awards Committee but so far it is different. The Eat Game Awards has its own steering committee in place.

18. Sustainability – Next steps

The Executive Director of Conservation's paper presented was taken as read and she provided an overview of the paper. Specifically, what the next steps that need to be taken to underpin the framework based on the twelve principles.

The Executive Director of Conservation recommended some workshops are to be arranged to talk about where the Association is to date.

Council congratulated the Executive Director of Conservation and her team on the progress made so far, as this is essential work that needs to be carried out.

The Executive Director of Conservation raised that if there are any queries or challenges to please contact her.

19. Future of WHT *Confidential*****

The Executive Director of Conservation's paper was taken as read and an overview of the paper was presented.

20. BGA Loan *Confidential*****

21. Chairman's Report *Confidential*****

BASC's Chairman's paper presented was taken as read.

22. Chief Executive's Report *Confidential*****

The CEO's paper presented was taken as read.

The Executive Director of Shooting and Operations gave an update on the steel shot testing and the documentation that has been circulated to Council. He advised that the Head of Training and Education will be setting up some workshops to go through the report and answer any questions. An invite will be sent to all Council, and an article will also be in the next S&C Magazine.

The CEO stated that this has been a brilliant piece of work.

23. Any other business by leave of the Chairman

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24. Date of next meeting

The next meeting will take place on Thursday 25th November 2021 – Marford Mill.

Signed:

Date:

Chairman