



## MINUTES

For the Meeting of the **Board OF DIRECTORS**

### THE GOVERNING COUNCIL OF THE CAT FANCY

Tuesday, 8 March 2016 at the Kennel Club, Clarges Street, Piccadilly London

Present: Mr Steve Crow - Chairman  
Mr John Hansson - Vice-Chairman

Mrs Lynda Ashmore	Mr Sean Farrell
Mrs Rosemary Fisher	Mrs Doreen Goadby
Mr Thomas Goss	Mrs Shelagh Heavens
Mrs Catherine Kaye	Mrs Jen Lacey
Mrs Helen Marriott-Power	Ms Heather McRae
Mrs Sally Rainbow-Ockwell	Mr John Robinson

In attendance: Mr Mark Goadby - Office Manager

#### BD3532 MEETING INTRODUCTION

1. **Apologies for absence.**

- 1.1 Apologies were given on behalf of Dr Gillian Bennett, Mrs Celia Leighton, and Mrs Pat Perkins.  
1.2 Mrs Marriott-Power had given advance notice that she would be late and arrived at about 1.15pm

INFO

2. **Chairman's Opening remarks**

- 2.1 The Chairman opened the meeting just before 11.30. At that point it was inquorate, but latecomers joined shortly afterwards.  
2.2 He observed that the Kennel Club was being tried as a venue because it was far more comfortable and cheaper than Conway Hall. However if it was wanted regularly it was possible that Board meeting dates would have to be rearranged as the KC Board also used it on some Tuesdays.  
2.3 All present were reminded to be courteous, and that the business of the day was confidential.

There was a Director request at this point that the final paragraph of the Council report published on the GCCF website be removed. There was some discussion on the interpretation of the content, and the consequences of it remaining or being deleted. An apology was offered for any offence caused unintentionally. A decision was then taken by a vote on its proposed removal. This was not carried. **4 in favour 7 against 1 abstention.**

INFO

- 2.4 The Chairman observed that the purpose of the report was to provide information as quickly as possible. Therefore Directors had to read it as soon as it was circulated to the Board, in advance of publication, and ask for amendments at that time.

#### BD3533 MINUTES OF THE PREVIOUS MEETING

1. **The Minutes of the Board meeting of 12 January 2016**

The final draft was approved as circulated.

**Action: to be sent to the GCCF website for publication.**

JL/RF

2. **Matters arising from the January minutes**

- 2.1 BD3519.4 A letter for the staff had been worked on by the Chairman and Office Manager and then sent to each of those in the GCCF Office.  
2.2 BD3537.4 The generic club rules, and other items that Dr Bennett was leading on, had been noted on the agenda for reference only so that they would be carried forward on Dr Bennett's return from holiday.  
2.3 BD3544.10 Mrs Fisher confirmed that the designs and paper quality for the new certificates were those that had received Board approval at previous meetings.  
2.4 BD3528.3 Mrs Lacey confirmed that the issue had been raised with the GCCF Veterinary Officer, but she would also request that it was on the agenda for the VAC meeting in April.

**Action: liaison with Mrs Moreland**

JL

- 2.5 BD2521.1 The final paragraph of the Code of Conduct was discussed again. It was suggested that it could be interpreted as contrary to the Articles of Association, but observed that these were superseded by the Byelaws, which gave rights to clubs to have an opinion heard, rather than to any individual. The purpose of the paragraph was to ensure that a club would always have a voice, even if its delegate was a member of the Board and the club committee wished to oppose a Board proposal.  
It was agreed that 'an' should replace 'one' in the final sentence.

**Action: publication of the Codes of Conduct in advance of the Electoral Meeting.**

OM/JL

#### BD3534 DECLARATIONS OF INTEREST

1. **Unregistered interests declared for the business of this meeting.**

- 1.1 Club and show interests were as on record. No new information was given.

INFO

**BD3535 FINANCE**

1. **Financial statement on business to the end of January**
  - 1.1 The OM stated that there had been a good start to the year. The January surplus was better than the previous year's, (111%) which had been an improvement on the year before.
  - 1.2 All of core business had shown some improvement, and there was good indication that this had continued throughout February. However, transactions in March were very slow.
  - 1.3 There was an explanation of the reduction of the net surplus by computer software depreciation. This was a paper exercise to balance out the depreciation against future surplus throughout the year.
  - 1.4 The OM reported that the only point to note at present on the annual accounts was that there would be a very slight increase in the surplus due to when the interest was added to the deposit account with Cambridge Counties. This was monthly rather than quarterly, although the account was tied for periods of three months. **INFO**
  
2. **Volume figures to the end of February**

The data to the end of the month had been circulated to give the following information:

  - 2.1 Prefix registrations were higher than at the same point in the two previous years.
  - 2.2 Non-prefix registrations continued at an extremely good level.
  - 2.3 The transfer total was at a high for the end of February.
  - 2.4 Import figures also remained extremely good, continuing the growth made in the previous year.
  - 2.5 Prefix application figures were also better than in the previous two years. **INFO**
  
3. **Investments accounts**
  - 3.1 There was £100,000 invested with Cambridge Counties. It was agreed that when possible, without incurring loss, £25,000 should be moved elsewhere as it would be unprotected if the bank failed.
  - 3.2 It was agreed that £75,000 should be invested with Aldermore at an interest rate of 1.8% for a fixed quarterly term.
  - 3.3 It was noted that a further £28,000 remained at Santander at an interest rate of 1% but this had the benefit of instant access.

**Action: the OM to make capital transfers at suitable times to maximise interest returns. **MG****

**BD3536 BUSINESS MATTERS**

1. **The 2016 Business Plan**
  - 1.1 Mrs Rainbow-Ockwell had presented the Business Plan at the February Council meeting. It would be ratified in June as there had been no opportunity for it to be read in advance.
  - 1.2 There were no questions from members of the Board.
  - 1.3 SRO reported that she had not received any direct queries or comment, but she was aware that there was some concern over the mention of loans. This had not changed since the previous year, when it had not attracted interest, but now there was some suspicion that the Board would make future loans compulsory although it had no mandate to do so, and there was no need for loans due to GCCF's strong financial position.
  - 1.4 She wished it to be a matter of record that it was the responsibility of all Directors to clarify the position, and not to inflame it further, which was agreed.
  - 1.5 It was also noted that any club really concerned about their loan repayment, or in need of the money loaned, should contact the GCCF Office to discuss early repayment.
  
2. **The GCCF partnerships**
  - 2.1 The next meeting with Agria would be at Crufts on 10 March.
  - 2.2 It was observed that individual policy prices had risen 85-123% over a three year period, and these were not for cats that were at high risk because of age or ongoing illness.
  - 2.3 Owners of kittens covered by the 5 week policies from breeders had not only the £75 excess to pay, but also 20% of the total cost. No one was aware of this, and it would be discussed with Agria at the earliest possible opportunity.
  - 2.4 At the Board meeting discussion with Agria representatives there had been mention of insurance protection for kittens in transit to an address abroad, but on enquiry this was not a possibility.

**Action: All issues to be raised with Agria. **SC/MG****

  - 2.5 There had been no recent meeting with Royal Canin.
  
3. **Report on the progress of Project Phoenix and online services**
  - 3.1 The January target date of March had not been met as the system was proving more complex than had been anticipated, and the scope had changed and increased due to additional opportunities with the commercial partners, and the reduction in the number of staff causing process change.
  - 3.2 There had been a meeting with the developers on 1 March to review the commercial arrangements. DT proposed to complete the Cash Office work and asked GCCF to fund the remaining development prior to implementation, with it being managed directly by GCCF.
  - 3.3 The additional cost of the developer's time during this period would be £6,700. This would bring the total cost to £87,100, rather than estimated £74,800, with a completion date near the end of April. However, DT would still provide the three months support after implementation free of charge.
  - 3.4 SRO was disappointed that time and cost on the project had escalated, but with consideration had to recommend the extra funding, as any alternative would not reduce the completion period or costs, but definitely increase both.
  - 3.5 There was £30,000 allocated to the 2016 budget for IT. It was proposed that the £6,700 be allocated from this and therefore fund the operational changes that increased the scope of the original project. This was unanimously agreed.

**Action: the IT team to be instructed accordingly **SRO****

4. **Website report**

- 4.1 Mrs Fisher reported two more breed profiles had been updated. The Abyssinian BAC had been supported in extensive work with theirs, with a pleasing result.
- 4.2 There had also been technical work to correct the problem of linkage to the computer cache of the website, rather than to actual pages that had been updated. This caused confusion, which was hopefully now resolved.
- 5.3 There were no major problems or complaints to report.

INFO

5. **Breeder Scheme update**

- 6.1 Mrs Turner-Russell had agreed to act as a Champion for the Breeder Scheme if some development guidelines were provided. She did not want to put in work on ideas that were subsequently rejected.
- 6.2 It was agreed that the BS group should scope out the requirements and ask for input from CT-R.  
**Action: discussion amongst BS group asap.**

RF

6 **Information on negotiations with GCCFI**

- 6.1 GCCFI had at last requested that GCCF provide them with an online registration service.
- 6.2 The document drafting the terms would now be reviewed to produce a 'Heads of Agreement' document that would scope the project. This would be agreed before moving to the next stage.
- 6.3 There would be a meeting towards the end of March to do this with the resulting draft being circulated to the Board.  
**Action: a review of the initial plan and then a meeting for scoping.**

MG/SRO

**BD 3537 DISCIPLINARY MATTERS**

1. **The use of an administrative prefix in the case of a permitted transfer of a cat in the ownership of a suspended person**

- 1.1 It was recognised that this happened only in exceptional circumstances, but agreed that if it was permitted there should be no benefit from it to the suspended breeder.
- 1.2 Byelaw 12 (4)

Provided always that the Board of Directors may in its absolute discretion allow the registration of any cat aforesaid or the transfer from the ownership of such defendant of any aforesaid where it was satisfied that not to do so would be deleterious to the welfare of the cat or would cause hardship or injury to an innocent third party who had acted at all times in good faith. **Should the suspended owner be the breeder of the cat an administrative prefix will be substituted for the registered breeder's prefix if one such is on record as part of that cat's name.**

Approved unanimously

**Action: to be on the agenda for the June Council meeting.**

JL

**BD3538 PREFIXES**

1. **Prefix applications**

- 1.1 29 prefixes were considered and 28 agreed.
- 1.2 The identity of the owner of the other was being checked, and a decision was suspended until the outcome of the investigations was complete.

**Action: the applicants to be informed**

OFFICE

**BREEDING AND SALE OF CATS GROUP: recommendations following investigations**

Ms Jacqui Cuff of Cats Protection had been invited to present the recommendations as CP had taken the lead on the project and she had been chiefly responsible for the draft that had been put to the Canine & Feline Sector Group the previous day. However, she had been unable to keep the appointment and the Chairman presented the report. Twelve recommendations had been made to deal with online advertising that was considered exploitative, showed little concern for welfare, gave inaccurate information and was considered largely unnecessary. Regulation was wanted that included an advertising code of practice, health issues and suggested HMRC investigation into the income of breeders. The C&FSG had rejected the draft report for trying to cover too much ground. There were some good points but it was too long and unstructured. DEFRA required a single clear message to enable action. Therefore the report was to be reworked by a small group. SC had volunteered to be part of this. He would report on the outcome in due course, and ensure that care was taken with any reference to pedigree breeding.

At the C&FSG meeting there had been a report on discussions with DEFRA on licensing breeders. This had begun with a review of the current licensing of dog breeders, but there was consideration of it being extended to those who bred cats, and all animals, commercially (more frequently than a pet who had an occasional litter and advertising animals for sale). It was envisaged that the licensing would be carried out by local authorities and the frequency would be determined by the size of the establishment and the number of animals kept. It would include people's homes.

The concern about this was that those who bred and registered pedigree cats would be easily visible, and many would want to do the right thing and register. However, they were a very small percentage of those breeding, and were not the majority who were causing the problems identified by the CP investigations.

Following Board discussion the Chairman concluded that although there were worrying aspects to this, people should not be made anxious unduly. Any implementation of these ideas was very distant, and nothing would even be in the public domain for many months.

INFO

1. **Preparation for the Supreme Show for 2016**

1.1 Mrs Leighton was unable to be present to give an update on the show organisation.

1.2 Mr Hansson reported a meeting planned for 19 March with 'Tenth Planet' to determine whether or not the actors would be present at the next Supreme to give an added incentive for families to come through the gate. It was hoped their attendance would be secured.

**Action: information to be circulated to the Board after the meeting to provide details**

JH

2. **The Supreme Show after 2017**

2.1 The concept was to be of an event rather than a show. It should be GCCF hosting the Supreme Show. It could then be managed by a team, with responsibility allocated accordingly. It was expected that the new office administrator appointed for marketing and communication would be part of this.

2.2 It was agreed a meeting should take place in advance of the April Board meeting to scope out the requirements so that it would be clear what appointments would be necessary and what qualifications should be expected from applicants who wanted to be team members.

2.3 Mrs Ashmore, Mrs Marriott-Power and Ms McCrae were confirmed as the scoping group. They would meet with the Officers to draft the detail.

**Action: A meeting of the group to be arranged.**

JH

1. **2015/2016 Show Changes for report**

1.1 Siamese Cat Society of Scotland – 14 May 2016: SMs Drs B & G Bennett & P Bruno-Grieve. Assistant SMs A Watt & N Carter. Shared show - Nor'East of Scotland: SMs Drs B & G Bennett & A Watt. Assistant SMs Mr A & Mrs D Woolley, (previously circulated to the Board & approved).

1.2 Progressive Ragdoll CC 3 April 2016: Mrs s Ryan no longer Assistant SM.

INFO

2. **2016/2017 Show changes - for approval**

2.1 Oriental CA - 18 June 2016: Mrs Clare Whitby appointed as Assistant SM.

2.2 Airedale Agricultural Show (Bingley) - 23 July 2016: SM now to be Miss F E Evans

2.3 Chester & N Wales CS - 13 August 2016: Mrs C Titterington no longer Joint SM. Dr P Collin to be sole SM.

2.4 Chocolate Pointed Siamese - 20 August 2016: Club no longer holding a show this season

2.5 Scotia Cat Fanciers - Club decision for 8 October 2016, after the Board had agreed either this date or June. SM still to be advised.

2.6 Progressive Ragdoll CC 2 April 2017: Mrs S Ryan no longer Assistant SM.

3. **2016/2017 Show Changes & Late Show Licence Applications for approval**

3.1 Midshires Siamese CA – 6 August 2016: Date change request for 6 May 2017 and venue to be Bugbrooke Community Centre, Camp Close, Bugbrooke, NN7 3RW instead of Ettingham Community Centre.

3.2 Oriental LH Breed Club & Blue Pointed Siamese CC - 6 August 2016 (shared show). Mrs J Pounds standing down as SM, replaced by Mrs S Smith, with Assistant SM Mrs P Owen.

3.3 Wyvern CC – 3 September 2016: SMs now Mrs B Prowse and possibly Mrs L Cannell, replacing Mrs S Amor and Mrs L Cannell.

3.4 The Sphynx CC & Rex CA (shared shows) - 3 September 2016: Date change requested for 17 September 2016 in order to share with the Bucks, Oxon & Berks & CS & Colourpoint Society of GB at Rivermead Leisure Complex, Reading RG1 8EQ. Also change of SM to Mrs S Tokens, but no ASM change.

3.5 North West CC - 24 September 2016: SMs advised as Mrs M Walkden & Ms S Devereux.

3.6 The British Ragdoll CC – 5 November 2016: Date change request for 29 April 2017 at the same venue.

3.7 Chinchilla, Silver Tabby & Smoke CS & Red, Cream & Tortie Society - 19 November 2016. Error made in shared date request. This should have been Sunday 20 November and not Saturday 19 November.

3.8 Colourpoint, Rex Coated & AOV CC – 26 November 2016: Request for additional colours. Persian Self (Black/White, Blue, Orange & Odd-eyed)/Blue/Red/Cream/Chocolate/Lilac/Bi-Coloured; Exotic Self/ Bi- Coloured; BSH Self (White (Blue or Odd- eyed)/Black/Chocolate/Cinnamon/Fawn/Lilac/Blue/Cream/Red)/Bi-Coloured.

3.9 West of Scotland CC - 3 December 2016 sharing with the Scottish Cat Club at Ravenscraig Regional Sports Facility, Motherwell. Ms H McCrae & Mr R Gabb Joint SMs. Cats 280, Judges 34, Finance over £3000.

3.10 Colourpoint Society of GB -10 December 2016: requested date change to 17 September 2016 in order to share with the Bucks, Oxon & Berks at Rivermead Leisure Complex, Reading RG1 8EQ instead of the National CC. Mrs S Tokens now submitted as SM in place of Mrs C Pike.

3.11 Tonkinese Breed Club – Date now submitted as 10 December 2016 to share with the National CC at Bracknell Leisure Centre, Bagshot Road, Bracknell RG12 9SE. Mrs C Pike to be SM instead of Mr I Macro.

3.12 Colourpoint CC - 7 January 2017: requested date change 28 January 2017 to avoid problems caused by the Christmas/New Year holiday.

3.13 Cameo, Pewter & Smoke Society – 22 January 2017: Request to have Blue-eyed & Odd-eyed whites as these are now included in the Persian breeding policy.

3.14 Burmese CA - 21 January 2017: Request date change to 7 January 2017.

3.15 Short-Haired CS - 2 April 2017 (shared): Request date change to 21 January 2017. Venue Sky Blue Sports Connexion Leisure Club & Venue, Leamington Rd, Ryton-on-Dunsmore CV8 3FL.

Requests as detailed in 2 & 3 agreed, except for 3.8, as it was thought this would be to the detriment of other breed shows.

OFFICE

4. **2016/17 Show licence details still awaited**  
 4.1 Scotia Cat Fanciers (8 October 2016): SM to be advised  
 4.2 Ocicat Club - 1 October 2016: venue (club still actively seeking a venue)  
 5.3 Tonkinese CC - date, venue, cats, judges and HHP Section and additional breeds, plus future show dates. **INFO**
5. **2016/17 Show licence applications not yet received**  
 5.1 Russian & Abyssinian CC of Scotland (To be decided at club's AGM); **INFO**
6. **Royal Canin Classes**  
 6.1 It was confirmed that HHPs could be registered and that it would be necessary to score the competition.  
 6.2 It was agreed Royal Canin should be prompted to provide rosettes as these were classes it was sponsoring.  
 6.3 There was need for immediate confirmation of this from RC or the classes could not be included in the June schedules.  
**Action: Royal Canin to be contacted as soon as possible.** **OM**
7. **Advice on early passes for bad weather.**  
 7.1 It was agreed Mrs Ashmore would take this for discussion to the Guild of GCCF Show Managers in order to draft a protocol based on collective experience.  
 7.2 This would be circulated in time for consideration at the May Board meeting so that it could be sent out with show management paperwork for the next show season.  
**Action: Preparation of a protocol** **LA**  
 7.3 It was suggested that SMs should keep a record of those granted early passes, with the name and reason included, in show returns. This would identify exhibitors who repeatedly requested these.  
**Action: preparation of a recording process.** **OFFICE**
8. **Videoring for streaming at shows**  
 8.1 There was concern as a SM had been notified of an intention by an exhibitor to video BIS judging and stream it live. It was understood that there could be interest, but it was thought there could be objections from the venue management and also possibly from exhibitors who did not wish that they, their cats or accompanying children should be filmed without permission.  
 8.2 It was concluded that filming and photographing for personal record was acceptable, including others without permission was not. Legal advice sought recommended there had to be consultation with the management on the venue's terms and conditions, and also notices in the catalogue and show hall to state clearly that filming for public viewing was not allowed, or prevention of this in a public area would be difficult.  
**Action: information and advice for SMs to be drafted for the April Board meeting** **OM**

**BD3541 SHOW STRUCTURE REVIEW GROUP**

1. **Report from the Chairman of the Show Structure Review Group**  
 1.1 The report was now printed for the Board, discussed at Council and would be published on the GCCF website, with a paper copy available on request. No members of the Board had queries on the information and analysis, nor had any been received from delegates.  
 1.2 The next stage was to examine in depth the areas where it was thought that improvement could be made and deal with some of these quickly. The publication of Best Of Variety was one example given.  
 1.3 The next meeting of the SSR Group would be 7 April, and proposals for rule changes would be at the May Board meeting in advance of going to Council in June. **INFO**

**BD3526 BREED APPLICATIONS, REGISTRATION/TRANSFER & SOP MATTERS**

1. **Revised Tonkinese Registration Policy**  
 1.1 This revised the registration of Tonkinese with a full registered Burmese or Siamese within three generations. They would have supplementary instead of reference registration and would therefore be eligible to be shown.  
 1.2 There were also minor wording amendments for clarity, and the removal of the section relating to the Experimental Register.  
 1.3 There were no queries, but it was agreed that there should be comment invited from the Genetics Committee and a check made for compliance for the new system ahead of final approval.  
**Action: circulation to GC, and IT check.** **JL/SRO**
2. **Silver series Birmans**  
 2.1 GCCF rules made it clear that the relevant BACs had the prerogative to amend registration policies and SOPs, and apply for the recognition of additional colours, coat lengths and patterns.  
 2.2 The Birman BAC had discussed the acceptance of the silver series, but there had been no majority decision for its acceptance. The BAC Rules of Procedure determined that the status quo prevailed if a vote was tied, as had happened in this case.  
 2.3 Therefore the Board could not overrule the BAC's decision without rule revisions. The proposer would be informed of this, and also that a proposal could not be made to Council by an individual.  
 2.4 There was concern expressed that the BAC had suggested that an application should be made that the silver series Birmans should be developed as a separate breed, as there was not a sufficient difference. They were clearly Birmans in a non-recognised colour. It was agreed that the BAC should be informed of this and also supplied with information from GC on the use of overstamping that could offer some protection to those not wishing to work with lines that did/could include silver in the pedigree.  
**Action: The proposer, Birman BAC and Genetics Committee to be contacted.** **JL**

1. **Report from the BAC Structure Review Group**

- 1.1 Mr Hansson tabled the conclusions from the February BAC Structure Review Group meeting to revise the show sections. Instead of these being named for any breed six numbered sections were suggested, and in each there would be breed or colour/pattern/coat length groups to define the Grand classes.
- 1.2 In the multiple breed sections judge training would be for a Grand group rather than on a breed by breed basis. This would make new pupil judges more useful to show managers and should facilitate quicker and less expensive training and therefore encourage new people to participate. Currently this was happening very infrequently and it was not sustainable long term to have only existing judges extending their lists.
- 1.3 There was considerable discussion on this, with the one consensus that the Chartreux was more suited to Group B of Section 3, rather than 4A. As the section was not named it would not be indicating to breeders that it was in any sense 'British'. This was an advantage of non-specific breed grouping. It should be easier in future for the Board to maintain section balance.
- 1.4 Mr Hansson noted that there was already a rule in place that no judge should be disadvantaged by this type of reorganisation. Overall, some breeds would be a situation where they would have more competition for a Grand or Imperial certificate and others less, but consideration had been given to the current size of the certificate classes and number of breeds per section. **JH/JL**

**Action: preparation of a proposal for change to return to the Board and go forward to Council if agreed.**

2. Club numbers for delegate representation  
 3. Byelaw change to ensure club members have access to club accounts  
 4. Generic Club Rules

**These items were deferred to the next agenda.**

**JL**

1. **Gala Dinner and Cat Of The Year Competition.**

- 1.1 The Supreme Committee had agreed Sally Tokens was the lead for this event.  
 1.2 It was reported that interest was good, though clarification was needed that £216 for a room and dinner was the total cost for two people sharing a double room.  
 1.3 The scoring for the competition had been agreed, and results were being collated and published. **INFO**

2. **Suffolk & Norfolk Dinner & GCCF People Awards**

- 2.1 It was agreed that the event should be titled as above and the use of the GCCF was acceptable for the awards. However, it was desirable that a protocol for use of the logo should exist for the future.

**Action: this to be discussed by the Marketing Strategy group at the next opportunity** **RF**

- 2.2 The competition would be run as in the past, as it had already been launched using this format. However, the Board considered that there should be restriction of voting in the future to those who were recognised as GCCF people, if the IT system made that possible.

**Action: dinner and award presentation organisation** **HMP/SF**

3. **London Pet Show.**

- 3.1 It was known from information on the internet that arrangements were going ahead for this and that invitations for cats to be on exhibition had been sent out to clubs. However, there had been no recent feedback to the Board.  
 3.2 Mrs Heavens was asked to liaise with the organisers and give a brief report. **SH**

**All items under this heading were deferred to the next agenda.**

**JL**

- 1.1 A report had been circulated. There were no questions.  
 1.2 An HR meeting had been arranged for 23 March (to follow the Finance Meeting), to discuss the appointment of the marketing and communications administrator **INFO**

There was a brief discussion of whether a club could act as a BAC when it had not specified it wished to cater for the breed. It was advised there should be a letter to Board explaining the requirements with the rationale for any change, and the Board would then have the information to consider the issues.

The meeting finished at 5.10pm with deferments where noted.

The next meeting: Tuesday, 12 April 2016 at 11.00 for 11.15am in the Brockway Room at the Conway Hall, Red Lion Square, Holborn, London.