

DRAFT MINUTES OF THE BASES ANNUAL GENERAL MEETING (AGM)

HELD ON 12 SEPTEMBER 2006 AT 1.00-2.00PM

UNIVERSITY OF WOLVERHAMPTON, MAIN LECTURE THEATRE, WALSALL CAMPUS

ATTENDEES:

C Mahoney, R Davison, C Palmer, E Winter, J Bairstow, R Thatcher, J Buckley, K Thompson, J Marchant, K Irving, J Beale, A Owens, A Waters, A Evans-Gordon, T Smith, M Sellens, A Power, T Reilly, C Karageorghis, T Frost, C Sellars, A Lane, N Fellows, M Jones, P McCarthy, J Hardy, J Parker, S Cotterill, A Smith, D Crone, J McCarthy, K Stokes, J Gill, G Trewartha, R Shave, K Ashford, C Spray, I Soos, P Sheard, D Pears, M Doherty, J Lomax, M Smith, R Ramsbottom, A Balsdon, M Price, H Matheson, P Janaway, J Oliver, C Williams, L Burwitz, C Cooke, M Wilson, G Howatson, K van Someren, C Pedlar, J Lloyd, R Godfrey, L Kass, C Sharp, Y Koutedakis, V Cox, S Olivier and R White.

APOLOGIES:

M Willems, A Duncan, H Weavers, C Brewer, A Dyer, N Armstrong, S Shakesphere, J Fallowfield, N Mutrie, J Saxton, D Dixon, I Campbell, P Walder, P Holmes, G O'Donovan, D Nunan, M Uphill, A Taylor, S Biddle, T Holder, J Dabinett, J Watkins and M Lauder.

Prof Craig Mahoney, Chair of BASES, welcomed everyone to the meeting.

1. MINUTES OF THE PREVIOUS MEETING

These were accepted as a true record.

2. MATTERS ARISING

There were no matters arising.

3. REPORT ON THE ACTIVITIES OF BASES (DR CLAIRE PALMER)

Dr Claire Palmer, BASES Executive Officer, gave a presentation on the activities of BASES. The key areas of work for the year were Accreditation and membership.

Accreditation

- The BASES High Performance Sport Accreditation Scheme (HPSA) was to be launched by the end of 2006. This scheme was designed to provide quality assurance of sport science support provision for the benefit of elite sport and to guide professional practice and development for sport scientists. A BASES HPSA working party has undertaken extensive consultation with UK Sport and the Home Country Sport Institutes to develop this accreditation scheme, which addresses the requirements of sport scientists and employers in high performance sport. HPSA will provide the 'next step' beyond BASES Sport and Exercise Scientist accreditation for those practitioners with extensive experience of providing cutting edge sport science support to elite athletes. UK Sport has continued its funding of this scheme through the 'grand-parenting' of 14 individuals and training of reviewers who will then assess applications.
- BASES has played a key role, along with the British Dietetic Association (BDA) and the Nutrition Society, in the launch of the Sport and Exercise Nutrition Register (SENr).
- BASES is also in the process of reviewing, amending and standardising documentation used for the supervised experience and accreditation processes of the Association. A project manager, Dr Andy Miles, was appointed through a transparent recruitment process and Part 1 of 2 of the update is completed. The intention is to launch the new scheme in 2007.

Membership

- Another objective for BASES was to expand its membership. New membership categories were developed to attract postgraduate student members and overseas members. In addition, the application process has been streamlined and several additional payment methods have been introduced – Credit/Debit card, Direct debit and invoice. Progress towards on-line application has also been made. A new glossy membership application form has been produced as well as an A3 recruitment poster. New promotional material, including polo t-shirts and pens have been

produced. A Network Rep Training Day was arranged for September 2006. Membership at 31 March 2006 was 1,775.

Other objectives included:

- London 2012 Steering Group
- BASES High Performance CPD workshops
- Heads of Department Forum
- Safeguarding Welfare in Sport and Exercise Sciences workshop
- BUES launched – 15 courses endorsed
- Council appointed

The year ahead would focus on:

- Membership recruitment drive
- Finalise redesign of Accreditation
- Science Council Membership
- Marketing and communications
- Facilitate Division and Interest Group activities
- London 2012 Strategy

Prof Les Burwitz expressed concern that practitioners, coaches, athletes etc had not joined BASES to increase/widen membership. These are the types of people we need to target and raise awareness for people outside our area.

Prof Les Burwitz raised that point there was nothing about research in the annual report and was concerned that the Interdisciplinary pathway was to be dropped.

Lindsey Kass asked if a pathway for Nutrition would be included in the accreditation re-vamp. Dr Claire Palmer responded that this would need to align itself with the Sport and Exercise Nutrition Register.

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4. BASES AUDITED ACCOUNTS 2005-06 (DR RICHARD DAVISON)

Dr Richard Davison reported on the financial statements of the company for the period 8 March 2005 to 31 March 2006:..

- Surplus of income over expenditure of £81,319, which includes the transfer of assets of £47,206. This equates to a real surplus of £34,113 for this year.
- Main income is membership and advertising
- Conference made a £10,000 surplus
- Reserves (£81,000)
- BASES no longer receives a £20,000 p.a grant from UK Sport but may receive funding for specific projects
- Need to look at an Association sponsor.

Prof Andy Smith congratulated the Strategic Management Team for the strong financial state of the Association, especially given the fact that BASES no longer received a UK Sport grant and previous issues with corporation tax.

Prof Les Burwitz queried the statement in the Annual Report that, "The members have not required the company to obtain an audit of its financial statements for the period ended 31 March 2006 in accordance with Section 249B(2) of the Companies Act 1985."

Dr Claire Palmer reported that the accountants had advised the Strategic Management Team that an audit was not necessary.

5. DIVISION REPORTS

- Education and Professional Development – Dr Rhys Thatcher

Dr Rhys Thatcher gave a brief presentation. He thanked his divisional members. He reported that the Division had taken on board the Heads of Department Forum, which had raised topics on the Research Assessment Exercise, issues effecting Training and Education, the BASES Undergraduate Endorsement Scheme and Curriculum Development. Links had been established with the Hospitality, Leisure, Sport & Tourism Network, it was planned to introduce Pedagogy to the BASES Accreditation system. The Division was involved in reviewing documents for BTEC, producing the successful workshop programme and establishing links with sports coach UK who are contributing towards their sports coaching degree programme.

- **Physical Activity for Health – Dr John Buckley**

Dr John Buckley gave a brief presentation. He thanked his divisional members and Prof Andy Lane for the organisation of the Conference. He reported that Dr John Saxton had stood down as the Research Representative and anyone wishing to take this role on to contact himself. He confirmed that there are 5,000 members of the Register of Exercise Professionals (REPs) and that BASES were working with them to dovetail the Exercise Science Practitioner accreditation, which in turn would create another pathway.

- **Sport and Performance – Prof Kevin Thompson**

Prof Kevin Thompson gave a brief presentation and also thanked his divisional members. He thanked Prof Andy Lane for the excellent communications presented at the Conference. He reported on the support of the Interest Groups, the successful BASES Annual Student Conference, the importance of embedding accreditation in Home Countries Sports Institutes. He stressed the need for a marketing and communications strategy.

6. NOTIFICATION OF ELECTED OFFICERS

Dr Richard Davison was appointed as Chair of BASES. Dr Raymond White was appointed Honorary Treasurer at the AGM nominated by Dr Steve Olivier and seconded by Dr Val Cox.

7. APPROVAL OF AMENDMENTS OF THE RULES FOR THE ASSOCIATION

The members approved the following amendments to the Rules for the Association. It was agreed that rules 3 and 4 be deleted and replaced by the following:

Rule 3. Membership Categories, Fees and Eligibility

3.1. **Professional Membership** (£100 accessing on-line journals) is open to anyone who possesses a bachelor's, master's or doctoral degree in a field related to sport and exercise science; or, anyone who possesses at least a bachelor's degree in another area, but is working in a field related to sport or exercise science

3.2. **Student Membership** (£30 accessing on-line journals) is open to any undergraduate or postgraduate studying in a field related to sport and exercise science.

3.3. **Affiliate Membership** (£50 not accessing on-line journals; £80 accessing on-line journals) is open to anyone with an interest in sport and exercise science, but who does not possess at least a bachelor's degree and does not qualify for any other category of membership.

3.4. **Overseas Membership** (£50 not accessing on-line journals; £80 accessing on-line journals) is open to anyone who qualifies for Professional Membership but lives outside the UK.

Rule 4. Reduction of Professional Membership Fees

4. The Strategic Management Team may in any special case reduce Professional Membership fees to £50. Special circumstances include not undertaking paid work and/or receiving state benefits. As soon as eligibility for a reduction in Professional Membership fees ceases, members are required to inform BASES and pay the outstanding prorated balance.

8. ANY OTHER BUSINESS
There was no other business.

9. DATE OF NEXT MEETING
To be scheduled for September 2007 at the University of Bath.