



BASES Virtual Annual General Meeting 2021

Monday 15 November 2021, 4:30pm – 5:30pm, WebinarJam platform

Attendees: S Abdullah, I Akubat FBASES, M Armstrong, E Bradley, L Bottoms FBASES, D Broom FBASES, T Brownlee, K Davies, R Dillon, A Duncan, A Gledhill FBASES, C Harwood FBASES, G Howatson FBASES, A Jones FBASES, H Jones, Z Knowles FBASES (Chair), G Koral, V Leach, A Mitchell, A Myers, M Price FBASES, C Roscoe, A Smith FBASES, K Tolfrey FBASES, R Tong FBASES, S Went

BASES Staff: A Boyle, J Bairstow, J Gillott, S Watson, I Wilson

Apologies: Dr Kiara Lewis FBASES, James Tugwell

Minutes: J Bairstow

Z Knowles, in her first role as BASES Chair, welcomed members to the 2021 BASES AGM. She advised members that our articles had been updated following the Resolution at the 2020 AGM, and, as for last year, we were holding an official AGM, ran virtually and remotely. She explained that the virtual AGM will not be recorded; instead, following the meeting, the membership would receive the slide deck, noting some slides contained hyperlinks to relevant information sources.

Regarding housekeeping matters, Z Knowles asked that all members have their microphones muted and if members lost connection during the meeting, they were to try again with the link provided and the Operations Team would let members back into meeting.

Z Knowles explained that the meeting would focus on the review of 2020-21, and members could post queries or comments within the comments box and that the Chair or other members of the Board, as appropriate, could respond to at the relevant points in the presentation.

Z Knowles started that the minutes from the 2020 AGM had been shared after last year's AGM and there was no feedback about any errors or omissions. Members used the poll to indicate they were happy to sign off as a true record - **100% agreed.**

Z Knowles introduced a slide which listed the BASES Board for 2020 – 2021.

Z Knowles stated that at the 2020 AGM, the membership had signed off on the direction of travel for the new strategy, which is very much about an evolution, and not a revolution. She stated that the strategy had gone 'live' seven months ago, in April. As a recap, she reminded members that there are five strategic objectives which include a value proposition for membership, professional standards, partnerships and advocacy, financial sustainability and governance.

Z Knowles then outlined the new Strategic Objectives in more detail:

- Objective 1: To enhance BASES status as *the* professional standards body for sport and exercise sciences in the UK
- Objective 2: To grow BASES reputation as the leading expert body for sport and exercise sciences through strategic partnerships and advocacy
- Objective 3: To drive step-change in membership by enhancing our value proposition to sport and exercise science professionals
- Objective 4: To establish financial sustainability through new and existing secure and long-term income streams
- Objective 5: To develop our governance model and define our organisational status to support the effective delivery of the BASES mission

Z Knowles explained that the current Annual Report informs how we have started to address these five strategic objectives, for which many of the updates will be included within this year's achievements within the forthcoming slides.

Regarding the achievements and performances over the 2020-21 period, Z Knowles stated that the last 12 months had continued to be challenging and unprecedented times as everyone had adjusted to the ongoing impact of the pandemic. Whilst there was no face-to-face (in person) delivery, a significant number of meetings had taken place and CPD was delivered, all virtually and as planned.

In November 2020, the BASES Board published a [Reflective Statement](#), authored by Drs Andy Smith MBE FBASES, Rita de Oliveira, Mark Faghy, Mark Ross and Neil Maxwell FBASES, as a companion piece to the BASES Position Stand on the [Reopening' of Sport and Exercise Science departments in Higher Education after lockdown](#).

In January 2021, BASES conducted a survey of students to understand how they perceived their learning during the Pandemic. The full set of results can be found on the website

In March 2021, the Chair wrote to all senior institutional leaders (Vice Chancellors, Principals and CEOs) to articulate what members and the Association have been doing to keep Sport and Exercise Sciences going during the pandemic.

Regarding membership, Z Knowles advised that we had seen an impressive 11% increase in membership this year, rising to over 2,900 members. She stated that our social media following has continued to grow; as of August 2021, the biggest increase was seen in both Instagram followers and LinkedIn members. Twitter followers remained high at almost 31,800. She noted that the BASES membership satisfaction survey provides the Association with views from members on the products and services that it offers as part of its membership packages. This year's survey, conducted in December 2020, showed the number one reason why respondents joined BASES (82%) was because BASES is the UK's professional body for sport and exercise sciences. 78% of members were either 'satisfied' or 'somewhat satisfied' with BASES membership – a small decrease of 4% from 2018. The Sport and Exercise Scientist (TSES) and webinars continue to be the highest rated of BASES member benefits.

Z Knowles stated that there has been several partnerships and relationships both domestically and internationally, that have developed and flourished this year. Regarding the new relationship with Mind, the *Head of Physical Activity, Mind, said "The BASES mental health resources provide academic insight and rigour to mental health in a sport and physical activity context. They are suited not only to sports psychologists but other practitioners who want to build on prior mental health awareness training by taking a deeper dive into mental health problems such as depression; anxiety disorders; post-traumatic*

*stress disorder; eating disorders and addictive behaviours.” Z Knowles stated that **sportscotland** Institute of Sport and Newcastle United Football Club both became an approved partner of our Accreditation Partnership Scheme, which means that their employees are now eligible to apply for the streamlined accreditation route.*

Z Knowles stated that due to COVID-19, the BASES Annual Conference 2020 had been postponed. Instead, throughout November 2020, BASES ran a successful global Multidisciplinary Webinar Series, hosting 13 online webinars. These webinars were presented by leading speakers from a broad range of topics. Over 2,700 members and non-members signed up via the BASES website, with 1,225 delegates attending the live webinars. Feedback from delegates was strong, with those responding across the series awarding an average of 4.2 stars out of 5. 95% of delegates said they were likely / very likely to attend future BASES webinars. All webinars are available for members to view, via the member-only pages of the website.

Z Knowles confirmed that the Board had made both an early and tough decision that the BASES Annual Conference 2021 would be held virtually over 16 to 18 November 2021, and that she was looking forward to welcoming delegates, from tomorrow, to a three-day sport and exercise science programme packed with world-leading insight and expertise. She then said that all things being well, we hoped to be back to a face-to-face conference next year, which would allow face-to-face networking opportunities. Members were asked to save the date: 15-16 November 2022, King Power Stadium, Leicester.

Z Knowles stated that Solent University had hosted the BASES Student Conference 2021 virtually on 7-8 April. The theme was *Equality, Diversity and Overcoming Diversity in Sport and Exercise Science*. The conference was offered as a free-to-attend event which allowed greater numbers of delegates to attend, including those students who may have been unable to attend due to geographical or financial constraints. The event was streamed live on YouTube and during the two days, there were c.10,000 live hits on the conference YouTube feed. All abstracts presented at the conference were available to download from a dedicated link to the website, as were the Poster sessions. Z Knowles explained that the BASES Student Conference 2022 will be held at the University of Huddersfield on 26-27 April 2022. The theme will be: *Supporting the Next Generation of Sport and Exercise Scientists*. Abstract and registration is now open.

Z Knowles confirmed that seven BASES Fellowships had recently been approved. Because the Annual Conference was virtual this year and there would be no Gala Dinner, she noted that it would not be possible to publicly promote these recipients this year, so she wanted to acknowledge these members formally within today's AGM:

Dr Ibrahim Akubat • Dr Neil Gibson • Dr Denise Hill • Dr Paul Jones • Dr Neil Maxwell • Dr Jonathan Sinclair • Dr Alun Williams

Z Knowles stated that a number of Grants and Awards were made this year, and six Expert Statements had been published. She noted that the Annual Report includes details of all the recipients.

Regarding Events and Activities, Z Knowles stated that the 17th Heads of Department Forum was delivered virtually on 17 March 2021 and was attended by 81 delegates representing 43 UK institutions. She mentioned that all things being well, next year's event, with a theme on post pandemic learning and teaching strategies, would take place in Coventry on 15 March 2022, and she asked members to save the date. She noted that last week, on 9 November 2021, there was a virtual Heads of Department event, the theme of which was threefold: Heads of Department career progression challenges and strategies; 'how to get sport and

exercise a seat at the top table in HEI's'; and discussions around the progress of the BASES Education and Training Special Interest Group. The event was attended by 31 delegates.

Z Knowles noted that despite COVID-19 restrictions, two Division Days were delivered with 308 delegates registered and 270 live attendees: The BASES Psychology Division Day (200 attendees) was held on 19 May 2021 and the BASES Physical Activity for Health Division Day (70 attendees) took place on 7 July 2021. The Division for Biomechanics and Motor Behaviour hosted two online events. The first, an informal drop-in saw seven non-members who were interested in joining BASES and engaging with the Division; and the second, an Open Division Meeting for BASES members had four members join in the discussions.

Z Knowles stated that the BASES CPD Endorsement Scheme, introduced in 2017, continues to gain momentum, enabling BASES to offer a wider range of CPD opportunities to members. A total of 24 courses and workshops have been endorsed since the inception of the scheme, including eight endorsements this year. She noted that the work of BASES professional standards has continued, despite COVID-19, stating that 397 members hold BASES Sport & Exercise Scientist Accreditation; 213 are Chartered Scientists; 56 hold Certified Exercise Practitioners; 28 are High Performance Sport Accredited. She stated that SEPAR was launched in January 2020, and a further 44 candidates had enrolled this year, taking the total since January 2020 to 65. She stated that BASES has 162 members undertaking Supervised Experience, that 15 physiology labs were accredited or re-accredited last year and that 68 university undergraduate courses were endorsed across 47 HE institutions.

Regarding Publications, Z Knowles stated that six new Expert Statements had been published, with the annual report including details of all the authors. She noted that this year had seen a change in Editor of The Sport and Exercise Scientist. Following ten years' service as TSES Editor, Dr Claire Hitchings FBASES had produced her final edition in Spring 2021 and Z Knowles formally acknowledged Claire's contribution to BASES and to TSES over that tenure, stating that Dr Adam Gledhill FBASES had taken over at the helm in January 2021 and that issue 68 (Summer 2021) was his first edition. Across the year, there had been a mixture of articles covering all the disciplines from a variety of authors.

Regarding the BASES Career Guide: A Guide to Careers in Sport and Exercise Science, Z Knowles stated that this had been updated and launched last autumn. She noted that the Guide included a wealth of guidance and information about choosing courses at school and college, choosing undergraduate and postgraduate courses, career opportunities and how to get ahead, and how to pursue popular career paths and occupations. In the first nine months, hits and downloads of the full guide in the member-only website was over 750, and hits and downloads of the non-member version was over 5,900.

Z Knowles stated that earlier this year, the Board had signed a new affiliation agreement with Taylor and Francis Group regarding the Journal of Sports Sciences, which is currently ranked 30 out of 88 sport-related journals. She stated that last year had seen an increase in the number of papers submitted and in the number of submissions accepted for publication. She explained that BASES members are currently supporting JSS with the promotion of their suite of podcasts regarding interviews with a relevant researcher in sports sciences about certain topics that links to the Journal (for example, their most important research, how it translates to the field, their experience in academia etc.).

Z Knowles stated that the year had seen significant work and technical developments progressed by the five Divisions and the eight Special Interest Groups. She noted that the Annual Report included a summary of all details and achievements, for which the Board

extends its thanks and gratitude for the hard work of the Division Committees and SIG Steering Groups.

Z Knowles stated that later this month, Dr Andy Smith FBASES would be stepping down as the Convenor of the COVID-19 SIG, noting he was doing so to enable him to focus on Chairing the BASES Public and External Affairs Advisory Group and the BASES Climate Change Action Team. She stated that Andy Smith, Rita de Oliveira, Mark Faghy, Mark Ross and Neil Maxwell from the COVID-19 SIG are currently drafting a Position Stand on the ongoing Pandemic. She explained that this would be published shortly, would note the future of the SIG, and would detail how the Association will continue to support members over the coming months.

There was then a small pause to see if there were any questions posed about the slides and content so far.

No questions were raised. There were a few complimentary comments from some members regarding the achievements, twitter figures and fellowship awards.

Z Knowles explained that several key developments had taken place this year and she mentioned a few:

A full review and evaluation of the structure, roles and responsibilities of the Standing Committees and Advisory Groups had been undertaken, with members now supporting 11 Standing Committees and 17 Advisory Groups. She noted that the Board had started to consider a BASES Climate Change Action Plan, the purpose of which was to enable the Association to play its part in tackling the climate change emergency. She explained that such an action plan will put the Association in step with the expectations of members, the goals of the UK Government and one of the UN's sustainable development goals. Following open recruitment in June, a new BASES Climate Change Action Team had been established. In August, the Board agreed to sign up to and act on both the United Nations Sport for Climate Change Action framework and the Pledge to Net Zero. Z Knowles stated that updates would be shared with members as the stages of the draft plan advances.

Z Knowles stated that following open recruitment in the spring, a new Public and External Affairs Advisory Panel had established. In July 2021, the Board provided a response to the Office for Students following the press release in May regarding the updated methodology and results of *Projected completion and employment from entrant data* (Proceed). In September, the Board had provided a response to the Office for Students' consultation on Quality and Standards.

Z Knowles stated that as a deliverable within the new strategy, the Board had started to consider the entity status of the Association, including any tangible benefits of applying for Chartered Status. She explained that within the AGM pack there was a paper on Charter Status, which provided some detail about the elements of Stage 1, and the engagement so far with members, partners and stakeholders. She explained that the paper also outlined what was required within the other stages. She noted that there was a significant piece of work, with a lot more effort and energy required over the ensuing stages. From the Special Resolution paper within the AGM pack, members were asked to recognise the intrinsic benefit of a Royal Charter for BASES to members and for the wider field of sport and exercise science, to note the work undertaken to date and the intention of the Board to maintain ongoing and open dialogue with members, and to support the board to continue work towards the Chartered status through the remaining stages of the project

Members took to the poll, with those in favour, voting accordingly – **100% agreed**. Z Knowles was pleased to announce that the *Special Resolution to acknowledge the current developments and to support the direction of travel regarding Charter Status* was passed. She explained that this would be used as part of our formal application later down the line, as it demonstrates to the Privy Council that it has been done with the support of membership throughout the process, and that the Board has actively sought every opportunity for members' engagement and endorsement, rather than it being a passive support. She thanked members for taking part in that vote.

Z Knowles acknowledged the hard work of the Operations Team. She stated that I Wilson had been Executive Director for two years now and she added her personal thanks to him, E Forsyth had been in post as MarComms Manager for five years and that Emma had recently started her second maternity leave and had given birth to a baby boy on 9 November, for which best wishes were extended; that S Watson had joined BASES in January 2020 in what was a new post of Professional Development and Partnerships Manager; that J Gillott had started with BASES fifteen years ago this summer, and has administered the Professional Standards work for the last few years; that J Bairstow was approaching 22 years' service next month and has been Senior Admin Officer for the last few years; and that A Boyle had first started with BASES in March 2020 as a MarComms Intern, before taking up a new part-time Admin Officer role last November and that he was currently supporting our MarComms work during Emma's maternity leave. Z Knowles stated that the Board acknowledged the hard work and the achievements of the Operations Team and thanked them for running the Association under Ian's leadership.

Z Knowles stated that thanks must go to R Tong for the hard work and leadership over the last three years. She stated that he had now concluded his tenure and that she has taken over as BASES Chair this month, having served as Chair-Elect for the last 12 months. Z Knowles extended thanks to two BASES Division Chairs (D Broom and M Price) who had both just concluded their current terms on the Board. K Lewis and L Bottoms were now in post as respective Division Chairs and members of the BASES Board.

Regarding the financial statements 2020-21, Z Knowles stated that BASES was a not-for-profit organisation; as such, it operated on the basis that it was not seeking to make a profit over the long-term and reserves would be re-invested to support the activities of the Association. She advised that BASES had reported a surplus of £13,765 for the year ended 31 March 2021 and that this was driven by an increase in general income and a reduction in general expenditure over the previous year. She stated that the Board had created a new Risk Management Policy, Procedures and Register and continues to consider contingencies and mitigating action if income streams are impacted by COVID-19. She stated that the total reserves at 31 March 2020 were £352,559.

There was a pause for any member questions posed about the recent slides and content.

A Smith asked if there was a target for reserves. I Wilson said there was a new budget line this year for any 'big ticket' items that will have significant member value, for the Board to consider. I Akubat said it was important to acknowledge the hardship fund made available at a critical time for some.

S Abdullah asked if the 2022 student conference would be held virtually or face to face. IW said the current plans were for an in-person conference and any updates would be included on the website.

Z Knowles asked that before we conclude the overview for the last year, would the membership approve the Annual Report and Financial Statements 2020-2021? Members

used the poll to show they were happy to sign off the Annual Report and Financial Statements 2020-2021. **100% Agreed.** Z Knowles thanked the members for the vote.

There was one item raised by a member in advance of the AGM: R de Oliveira had asked whether BASES had plans to position the field more squarely into the physical activity, physical education and fitness industries?

Z Knowles stated that BASES was looking to open dialogue with afPE, the Association for PE, through a member of the Outreach Project Team, and that the Partnerships Manager was reaching out specifically to engage PE teachers. She stated that there was lots of research by BASES members and Fellows, exploring PE quality in relation to Fundamental Movement Skills, Fitness etc of children and young people – for example Mike Duncan, a former chair of the Physical Activity Division. She stated that we value the opinions shared and noted that Prof David Broom had established a task and finish group to explore opportunities for BASES within the Physical Activity and Health field in which members were encouraged to join. She concluded stating that D Broom would follow up with R de Oliveira directly.

Z Knowles then thanked all of the volunteers who give up their time on BASES Standing Committees, Advisory Groups and Special Interest Groups. She advised that there are vacancies available for the following roles:

- Heads of Department Advisory Group – Chair and up to two new Members
- SEPAR Advisory Group Chair
- Members of the BASES' Values review Task & Finish Group
- Awards Advisory Group – Member
- Equity, Diversity and Inclusion Advisory Group - Undergraduate Student Rep
- Physical Activity for Health Division - Membership Rep
- Psychology Division - Undergraduate Student Rep
- Sport and Performance Division - Undergraduate Student Rep

She asked that anyone wishing to express an interest in these roles, to contact Ian Wilson (iwilson@bases.org.uk).

G Howatson said there is a great deal of resources available around Physical Activity and exercise, and very little for sport, despite its huge impact on student recruitment and the wider socio-economic benefits of sport. He asked whether we, as an organisation, can try to lobby for more resources to support research in sport and performance? I Wilson said the Public and External Affairs Advisory Group could look at this, as could the Sport and Performance Division. I Akubat said he thinks there is scope to combine public health and elite sport tech, something which he has been thinking about in relation to possible prevention / early detection and would be keen to discuss with G Howatson if we could start something.

K Tolfrey said it would be good to have voice and video capability next year rather than just a chat function. Z Knowles agreed and said that this will be considered next year. We could also consider a hybrid AGM, if the 'live' AGM was taking place within the annual conference in Leicester.

A Jones asked if there are plans to move the annual conference around the country, noting conferences have been in the Midlands for quite a few years in a row. I Wilson said we were committed to a venue for two years so as a Board we will consider where best to host 2023, based on facilities, access, transport, accommodation, etc, and would work with KC Jones, our events management company.

Z Knowles extended a personal thank you for all the hard work that Prof R Tong had done as Chair and thanked the leaving Division Chairs Prof David Broom and Dr Mike Price for all their support on the Board and within their divisions. She also thanked I Wilson and the BASES staff for their continued hard work and commitment in running the BASES office.

Z Knowles then thanked all members for attending the 2021 AGM and for their continued support of BASES, asking all to keep safe and stay well.

Issued

16 November 2021