



## **BASES Virtual Annual General Meeting 2020**

Monday 16 November 2020, 4:30pm – 5:30pm, WebinarJam platform

**Attendees:** G Abt, I Akubat, B Baltzopoulos, L Bottoms, C Brewer, D Broom, J Dickinson, H Divall, A Grainger, A Hawkey, J Hudson, C Karageorghis, G Koral, Z Knowles, V Leach, J Lomax, M M Meade, A Mitchell, R Morris, K Odetoyinbo, V Penpraze, M Price, O Runswick, A Smith, K Tolfrey, V Tolfrey, R Tong, J Tugwell, J Wright,

**BASES Staff:** A Boyle, E Forsyth, J Gillott, S Watson, I Wilson

**Apologies:** T Craig, S Gilchrist, G Howatson, D Stensel

**Minutes:** J Bairstow

R Tong welcomed everyone to the official virtual 2020 AGM meeting, officially permitted due to current temporary government legislation. He hoped all members were safe and well. He explained that we will use the platform attendee details to record who is in attendance and that we are not recording the AGM today. We will make available to the membership, those present today and those unable to attend, the slide deck which we will add to the website.

The meeting will be structured into a number of parts – a review of 2019-20; a recap of achievements over the whole current strategy period (2015-2020); an overview of the new 2021-2025 strategy and operational objectives and a special resolution to update the Articles of Association.

There will be a pause at the end of each section to field any queries, so if there are any questions for each of the sections, please make a note in the comments box and we will try to answer as many queries as possible.

### **1. Minutes of previous meeting - 19 November 2019**

The minutes from the 2019 AGM were shared after last year's AGM and there was no feedback about any errors or omissions.

Members used a poll to accept the minutes; these were accepted as a true record of the meeting.

## **2. 2019-2020 Annual Review (Achievements and Performance) and Financial Statements 2019- 2020**

BASES Board: Chair: Prof Richard Tong FBASES, Deputy Chair: Assoc Prof Adam Hawkey FBASES, Division Chairs: Prof David Broom FBASES, Dr Adam Grainger FBASES, Prof Zoe Knowles FBASES, Dr Mike Price FBASES

Non-Executive Directors: Greg Koral, Vinny Leach, James Tugwell, Susan Went  
Executive Director: Ian Wilson

We will now look at some achievements and performances over the 2019-20 period, including the financial statements to end March 2020.

The last eight months have truly been challenging and unprecedented times as everyone has adjusted to the impact of the pandemic.

We have tried to deliver 'business as usual' as best we can over the recent few months, including running a number of online CPD webinars. To support the membership, a new COVID-19 Special Interest Group was formed and BASES produced an Expert Statement and Position Stand

The Board has considered all the current information available, and last month made the decision not to hold any face to face meetings or events for the next six months or so. Whilst it is not possible to exactly know what the COVID-19 status will be in around six months' time, the Board would prefer to make this decision now, to allow people to plan for that, so members are not disappointed if events have to change or be postponed. This decision was not made lightly, but the well-being, health and safety of our members, staff and volunteers continues to be paramount. This decision will be reviewed if there are changes to government guidance, advice and legislation.

R Tong thanked the BASES office staff who were working well remotely and thanked I Wilson who has been in post for one year helping BASES go from strength to strength. He also thanked Sue Watson for looking after the webinar development, R Davison and colleagues for their work on the updated version of the Physiology Testing Guidelines, Z Knowles/R Thelwell for all their work on SEPAR, D Broom for his work on Clinical Exercise Physiology accreditation and I Wilson/J Bairstow for their work on the finances.

We have seen an almost 3% increase in membership this year, rising to around 2600 members. Our social media following has continued to grow; we have almost 31,000 Twitter followers, and the number of followers for LinkedIn and Instagram has significantly increased.

There have been a number of partnerships and relationships, both domestically and internationally, that have developed and flourished this year

BASES signed as a Foundational Full Member of the International Confederation of Sport and Exercise Science Practice and continued to grow its partnership with the English Premier League and some of the Home Country Sports Institutes.

Over 350 delegates attended the 2019 Annual Conference in Leicester.

Whilst the 2020 Annual Conference was postponed, a number of the invited symposium presenters are sharing their sessions this month with the membership as part of the Global Multidisciplinary Webinar Series

If it is safe and secure next year, we are hoping to return to the King Power Stadium on 16 and 17 November 2021.

The 2020 BASES Student Conference was postponed back in April. The Organising Committee of the 2021 Annual Student Conference have decided that they will run this conference online. Attendees and guest speakers will take part virtually, however, there will be some live interviews, panels and lab work hosted on site and streamed live.

The Organising Committee will be making further announcements about the details over the coming months.

Nine BASES Fellowships were recently approved: Dr Lindsay Bottoms, Dr Neil Clarke, Prof John Dickinson, Dr Sarah Gilchrist, Dr Adam Grainger, Dr John Iga, Dr Simon Nichols, Dr Alan Ruddock, and Dr Christopher Spray.

A number of Grants and Awards were made this year, and five Expert Statements were published. The Annual Report includes details of all of the recipients.

The 17<sup>th</sup> Heads of Department Forum was postponed back in March. We will work with the Heads of Department Advisory Group to stage the Heads of Department event virtually in 2021.

Despite COVID-19, almost 1000 delegates attended the webinars live.

The work of BASES professional standards has continued, despite COVID-19.

366 members hold BASES Sport & Exercise Scientist Accreditation; 189 are Chartered Scientists; 55 hold Certified Exercise Practitioners

26 are High Performance Sport Accredited. SEPAR was launched in January 2020, with 48 candidates enrolling.

We have 155 members undertaking Supervised Experience, 17 physiology labs were accredited or re-accredited and 60 university undergraduate courses were endorsed

Five new Expert Statements were published - the annual report includes details of all the authors.

The BASES Career Guide: *A Guide to Careers in Sport and Exercise Science* was updated and launched in August.

*A Position Stand on the 'reopening' of Sport and Exercise Science departments in Higher Education after lockdown* was also published in August

The Journal of Sports Sciences was ranked 27 out of 83 sports-related journals. 1,800 papers were submitted, with 11% being accepted for publication. The Board are in negotiations with JSS re future royalties, with the current agreement concluding this year

The year saw significant work and technical developments progressed by the five Divisions and the eight Special Interest Groups. The Annual Report includes a summary of all of the details.

A number of key developments have taken place this year. A couple to mention here include:

In June, we established a new Equity, Diversity and Inclusion Committee. Board Member, Vinny Leach, was also appointed the first Board Diversity Champion.

As previously mentioned, SEPAR was launched in January. Over the summer, four trialists were SEPAR complete, and they completed the registration process with the Health and Care Professions Council and are now on the Practitioner Psychologist register.

Regarding staffing; Ian Wilson has been Executive Director for just over a year now. Emma Forsyth returned from Maternity Leave in the autumn. Sue Watson joined BASES in January in a new post of Professional Development and Partnerships Manager. Earlier this month, Angus Boyle started in a new part-time Administrator Officer role, joining Jane Bairstow (Senior Admin Officer) and Jane Gillott (Professional Standards Administrator).

In February, three new Non-Executive Directors were appointed to the Board: Greg Koral, Vinny Leach and James Tugwell

Zoe Knowles has now started her role as Chair-Elect and will take over as BASES Chair next November when R Tong tenure concludes.

R Tong thanked the three BASES Division Chairs (Adam Grainger, Adam Hawkey and Zoe Knowles) who have all just concluded their current terms on the Board. Andrew Mitchell, Adam Gledhill and Iby Akubat are now in post as respective Division Chairs and members of the BASES Board.

Regarding finances; BASES is a not-for-profit organisation; as such, it operates on the basis that it is not seeking to make a profit over the long-term and reserves should be re-invested to support the activities of the Association. BASES reported a strong surplus of £45,352 for the year ended 31 March 2020. This was driven by an increase in general income and a reduction in general expenditure over the previous year.

The Board has considered contingencies and mitigating action in the event that income streams are impacted by COVID-19. The total reserves at 31 March 2020 were £338,803.

Members used the poll to approve the annual report and financial statements; these were approved.

**R Tong asked if there were any questions/comments included in the chat box about this part of the meeting:**

K Tolfrey congratulated the Board and BASES Office on exceptional achievements despite the challenge of COVID-19. A special thanks to Dr Claire Hitchings for her long-standing editorial role of the Sport and Exercise Scientist (which was recently advertised), and the editorial board.

I Wilson also thanked Dr Claire Hitchings for her work on the TSES and the TSES Advisory Board. The last issue she will be working on is Spring 2021.

C Karageorghis said a splendid array of work evident in the Association despite the trials and tribulations of the last year.

G Abt said it was a good move to add the Clinical Exercise Physiology accreditation.

K Tolfrey said BASES direct involvement in the development of accredited exercise physiologists in the UK could have a serious impact on membership – important to support Dave Broom and Andy Scott on this.

### **3. Recap of 2015-2020: Achievements and Performance**

I Wilson said as we are approaching the end of the period for the current strategy, we will now spend a little time reflecting on the achievements and performance over the whole 2015-2020 period.

Our work over the 2015 – 2020 Strategy focussed on Membership, Events, Professional Standards, Publications and Communications.

There has been a 9% increase in membership over this period and Member satisfaction rose from 77% to 82%.

The new BASES website was launched in June 2018 and the new Customer Relationship Management system was successfully launched in 2018.

The Annual Conferences have taken part in the East Midlands and Yorkshire, attended by over 1800 delegates.

The Student Conferences have been held across the country, with over 1200 students attending.

Over 13,000 delegates have signed up to over 40 webinars and 16 courses have been endorsed by BASES since the CPD Endorsement Scheme was launched in 2016/17

Over this period, an average of 158 Supervised Experience candidates have been supported each year by an average of 150 registered Supervisors and 117 registered Reviewers. Per year, there has been an average of over 300 BASES Accredited members, almost 200 Chartered Scientist, over 40 Certified Exercise Practitioners and almost 30 High Performance Sport Accredited members.

The Health and Care Professions Council (HCPC) approved SEPAR in July 2019, with 48 candidates enrolling this year.

There has been a 62% increase in the number of BUES courses over this period.

Four editions of The Sport and Exercise Scientist have been published each year

The 17 Expert Statements that have been published have been viewed or downloaded over 16,000 times.

Social media followings have significantly increased over the period, up a massive 86% across all platforms.

The updated BASES Career Guide: *A Guide to Careers in Sport and Exercise Science* was launched back in August'20

**I Wilson asked if there were any questions in the chat box posed for that part of the meeting.**

K Tolfrey asked do the Board have a target magnitude of growth in professional membership that will constitute success (i.e. X percent)?

I Wilson said that we have not got that level of detail and suggested we would consider these deliverables within the new strategy.

G Abt asked do we know how many employers require BASES accreditation?

I Wilson said Sue Watson role is to work with partners on accreditation and has already had commitment from the Home Countries, the English Institute of Sport and English Premier League.

#### 4. 2021-2025: Strategy and Operational Objectives

I Wilson stated that he hoped all would agree that there has been some good progress over the last five years, but we still have lots to do. The new 2021-2025 BASES strategy will be implemented from next April, and that strategy is about growing an association and active community which members are proud to be part of, which delivers the professional status, the knowledge, guidance and connections members need to excel, whilst providing value for money.

The new Mission is to Lead the advancement of knowledge and evidence-based practice within the sport and exercise sciences for the benefit of human performance, health and education.

The new strategy is an evolution, and not a revolution and there are five strategic objectives which include:

A value proposition for membership, professional standards, partnerships and advocacy, financial sustainability and governance.

The new Strategic Objectives are:

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

If, by March 2025, we have achieved Strategic Objective 1, BASES will be recognised and acknowledged as the UK's leading professional body in sport and exercise sciences

If we achieve Strategic Objective 2, then partners will acknowledge that BASES is the lead organisation for sport and exercise sciences in the UK.

If we achieve Strategic Objective 3, membership will grow because sport and exercise science practitioners will want to be part of BASES for what we offer.

If we achieve Strategic Objective 4, BASES will be a key player in the sport and physical activity landscape, securing more diversified income streams.

If we achieve Strategic Objective 5, BASES will operate under good governance and will be compliant with key regulations.

Each Strategic Objective has a number of distinct Work Strands.

Within Strategic Objective 1, we will review all accreditation programmes to ensure processes are streamlined and 'Gold' standards are maintained; we will build working relationships with new employers and deployers; and we will continue to make Awards and Grants and publish Expert Statements and Position Stands.

Within Strategic Objective 2, we will develop and deliver authoritative and cutting-edge workshops, webinars and events; we will implement a new stakeholder management framework, which is already well advanced; and we will develop the concept of convening a quality event for high performance institutions, partners, employers and deployers.

Within Strategic Objective 2, we will undertake research regarding student membership drop-off and how BASES can better support students; we will apply learnings from the market research to enhance the value proposition of membership to professionals working in academia and applied contexts; and we will develop a successful Brand Awareness Strategy to help members buy into the vision and become an active member.

Within Strategic Objective 4, we will seek sponsorship and commercial opportunities, targeting advert revenue opportunities; we will create a new Risk Management Policy, Procedures and Register; and we will undertake a review of BASES suppliers to identify any cost savings in major expenditure areas.

Within Strategic Objective 5, we will review the Governance structure and key policies and documents; we will consider the entity status of the organisation (any tangible benefits of becoming a charity, chartered status, etc.); and we will promote equity, diversity and inclusion by advancing the key actions within the Diversity Action Plan.

**I Wilson asked if there were any questions in the chat box posed for that part of the meeting.**

There were no questions.

## **5. Special resolution to update the Articles of Association**

I Wilson explained that the current BASES Articles of Association are based on the old model articles (Companies Acts 1985 and 1989), whereby 'place' is read as a physical location and 'present' does mean in person. Since May 2020, work has taken place, led by Board Member, Vinny Leach, to review our Articles in relation to basing them on the new articles (Companies Act 2006). The changes have been highlighted in the covering paper.

R Tong gave thanks to V Leach for leading the Board's work on this. He explained that the Board is recommending the membership support the proposal to adopt the new Memorandum and Articles of Association

Members were asked to vote using the Poll – *Special Resolution to adopt new Memorandum and Articles of Association* was approved. The motion was unanimously passed. The paperwork will be completed and submitted to Companies House.

## **6. Any other business**

R Tong and the Board noted the sad passing of Prof Edward Winter FBASES back in July 2020. Edward made a sustained and substantial contribution to BASES for more than 35 years and will be dearly missed by all in the Sport and Exercise Science community – he was a wonderful man. The Board have agreed to create a new *Prof Edward Winter Early Career Researcher Award*, details of which will be launched soon.

Just before the close of the meeting, there was one last chance to take any final questions from the members. There were no questions.

R Tong thanked all the members for attending the 2020 AGM and for their continued support of BASES. He thanked the Board and office staff and I Wilson for his added value to BASES which has been outstanding. AGM slides will be available in the member area of the website.

R Tong concluded by asking members to keep safe and to stay well.

Final notes

25 Nov'20