

Overview of Board of Directors' Meeting

Held on Tuesday, 19 July 2022, 9:30 am – 12:30 pm via Zoom conference call

Directors in attendance: Dr Ibrahim Akubat (Sport and Performance Division Chair), Dr Lindsay Bottoms FBASES (Physiology and Nutrition Division Chair), Dr Adam Gledhill FBASES (Psychology Division Chair), Prof Zoe Knowles FBASES (Chair), Greg Koral (Non-Executive Director), Vinny Leach (Non-Executive Director), Dr Kiara Lewis FBASES (Physical Activity for Health Division Chair), James Tugwell (Non-Executive Director), Susan Went (Non-Executive Director), Ian Wilson (Executive Director)

Attending: Dr John Fernandes (item 5 only); Prof John Dickinson FBASES (item 6 only)

Minutes: Jane Bairstow (Senior Admin Officer)

Apologies: Dr Andrew Mitchell (Biomechanics and Motor Behaviour Division Chair) (who, prior to the meeting, had provided input into the agenda discussion items)

1 **Welcome and opening remarks**

ZK welcomed everyone to the meeting, The priority focus areas for discussion were outlined.

2 **Declarations of Interest**

Directors were reminded of the need to declare their interest in any items and to remove themselves from such decision making when required. ZK declared she was a member of the Outreach Project Team and had contributed to the paper (item 6). There were no other declarations of interest.

3 **Minutes of the previous Board meeting (held on 26 April 2022)**

These were accepted as a true record of the meeting.

4 **Matters arising:**

Z K is liaising with the Science Council on Legal, HR, Health & Safety etc processes for small societies that do not have access to this support, for which there is a meeting w/c 25 July 2022.

The proposal to create a new *Career Progression Research Grant* was approved in principle and will be promoted to members once the timelines and criteria have been finalised.

The Board had approved the BASES Credits' review on 31 May'22, for which the current version is on the [website](#).

The Board had approved the new [BASES Performance Analysis Special Interest Group](#) on 16 June'22.

For the 2023 Student Conference, [hosted by ARU](#), the Board confirmed that delegates who present at the Conference (poster or podium) must be BASES members but that as a one-off for 2023, there would not be a requirement to be a student member to attend this conference as a delegate.

The Board agreed the CBS Arena, Coventry would host the annual conference in 2023 and 2024, with the 2023 conference taking place 15 to 16 November 2023.

5 **EDI Professional Development & Mentorship programme**

JF presented a proposal to pilot a new Professional Development and Mentorship programme, which the EDI Advisory Group has been working on for the last 18 months. A discussion took place, and the Board supported the paper and proposals, to be launched early summer 2023.

6 Outreach proposals – school project

JD presented a proposal on a proof-of-concept pilot BASES School Sport and Exercise Sciences Poster Competition, which aims to increase engagement with schoolchildren in years 9 to 13. A discussion took place, and the Board supported the paper and proposals, to be advanced from autumn 2022.

7 Market research to gain insight about drivers, barriers and retainers to BASES membership (for both recruitment and retention)

AG presented findings and draft recommendations following extensive market research. The Board will review the report and discuss further at the next Board call in August and again at the September Board meeting.

8 Accreditation Reviewers' payment

Following a detailed review, ZK presented a paper with recommendations on changes to fees paid and CPD credits earned. A discussion took place, and the Board supported the paper and recommendations, which will be communicated to Reviewers over the coming months.

9 2022-2023 Operational Plan Year 2 metrics

The Board signed off the Year 2 metrics which will now be populated and will become a report for the September Board meeting.

For Deliverable 14 (Review BASES Certified Exercise Practitioner to ensure it is fit for purpose), the Board agreed to form a small working group to consider this and the possible need for any change in name for this Award, following the new Clinical Exercise Physiologist (CEP) professional title which was conferred by the Registration Council for Clinical Physiologists (RCCP) in line with the Professional Standards Authority regulations for Health and Social Care.

10 KPI dashboard

The Board reviewed this reporting tool, which visually shows actual performance versus trajectory. Discussion took place over a couple of the graphs and whether any new work areas need to be added to the dashboard.

11 Updates were provided for the following Standing Committees:

Division Committee - Biomechanics & Motor Behaviour

Division Committee - Physical Activity for Health

Division Committee - Physiology & Nutrition

Division Committee – Psychology

Division Committee – Sport & Performance

Human Resources, Remuneration & Appointments Committee, noting an external HR Team has supported the review of the salary pay scale for BASES staff

Finance & Risk Committee, noting the Board approved both the 2021-22 Q4 Management Accounts and the 2021-22 year-end statutory Accounts. Discussion took place on possible options to utilise the reserves and enhance member benefits, for which updates will be shared in due course.

Governance Committee, noting work to be done in coming months for the first annual review of those policies that were signed off in November 2021.

Learning and Development Committee

Professional Standards Committee

Stakeholder Committee, including a discussion on the recent decline in student members and what can be considered to attract and retain student members.

12 **Any other business**

Board Diversity Champion – due to new work commitments, VL be stepping down as Board Diversity Champion. Board members reviewed the person specification and will consider volunteering to take on this role.

An application for membership subscriptions to be allowed as a tax deduction has recently been made to the HMRC. Once any decision / feedback is received, this will be communicated to members.

Dates of next meeting:

Board Calls:

Thursday 18 August 2022, 0900 - 1000

Board Meeting:

Wednesday 14 September 2022 (Zoom), 0930 – 1530

Prof Z Knowles FBASES

20 July 2022

CONFIDENTIAL