**BASRaT Committee Meeting**

**4th October 2017 – University of Salford**

**In Attendance:** Steve Aspinall (SJA), Jonty Ashton (JA), Hollie White (HW), Chris Wilcox (CW), Alison Whitaker (AW), John Morgan (JM), Richard Moss (RM), Liz Fowler (LF), Adam Naylor (AN)

**Apologies:** Ollie Coburn (OC), Ryan Gordon (RG), Colin Johnson (CJ), Richard Collins (RC), Allan Munro (AM), Victoria Wakenshaw (VW)

1. **Review of Minutes**

RSPH – several options re qualification development / recognition and utilising RSPH name in relation to educational content. Given cost benefit analysis and the already high quality, development of programme content in this area, this will be revisited as funds and priorities allow.

Rehab works – SJA, AM, JA OC attended meeting with Rehab Works director to discuss standards and regulation of the SR profession. Very positive meeting and RW will be utilising increased numbers of GSR’s within their workforce.

Professional Football – Following submissions detailing standards and regulation of the SR profession, SJA has continued to work with the representatives from the Professional Footballers Association, Premier League and Football League who have formed a working party to re-examine recognition of professionals working in the healthcare team. Feedback has been positive so far and further recognition of GSR scope is still being reviewed (other bodies / professions have had submissions rejected). Considerable work has also been done to support employment in academies, ladies footballs and lower divisions with only positive results and GSRs gaining employment and appropriate recognition.

***Action Point: Yearly activity log – OC to go ahead with developing a template for committee to start using.***

***Action Point: JA to collate a definitive list of website functionality requests even outside of the immediate timeline (2-3 years down the line).***

SJA/AW to check data protection piece from VW

AN to complete poll to registrants and members re; BASRaT name change.

***Action Point: Admin to diary in reminder for AN to complete Feb 2018.***

1. **Accreditation Fees**

Committee discussed the increase of accreditation fees to meet the time and work involved with development of, reviewing of standards and re/accreditation. Accreditation fee to be increased by £500 to a total of £3500 to be introduced from 2018.

1. **Registrant Engagement**

CJ (Registrar) open to standing for extra term with view to transition out when possible due to lack of time alongside newly appointed role.

Registrar to link with student liaison officer to consider engagement with registrant body to develop support for student members and registrants alike. Work will be carried out to inform about BASRaT role as a supportive and transparent regulatory body.

1. **Investments & Savings**

Interest on savings recently has been poor, SJA has explored different accounts to increase interest to 2% over a fixed period. Agreed to deposit £85000 for a period of three years.

1. **Member Block Scheme Indemnity Limit**

Increases in indemnity cover in similar professions has been increased, questions around BASRaT cover increase have been raised by sporting clubs/bodies. SJA has arranged an extension of cover by Graybrook on an individual basis which will meet all liability requirements at present and ensure both the public and registrants are protected appropriately. This has been done on the basis of current claims and future anticipated claims; information and guidance provided by insurers. This will be reviewed on an annual basis to all that all parties are appropriately protected by insurance.

1. **BASRaT Structure and Strategic Direction**

(See attached structural proposal)

Overlap of committee roles discussed with “…. In Waiting” proposed as an option. Maximum limit on committee standing terms caveat to be included in framework to allow for committee member terms to be extended if need arises.

Cost of CEO and review of accounts to be completed before final proposed structure outlined and transitions planned.

Committee to lead direction of the organisation supported by the Chief Executive’s Office (CEO). Chair and Registrar to be moved to the CEO office. Accreditation Officer role to continue on the Executive Committee, however, functions and expertise supporting this role will be based in the CEO office. The Executive Committee communications officer role is to be discontinued as it has already been superseded by the Communications Manager role who will be part of the CEO office.

***Action Point: Draft of letter to voting members regarding change of structure and plan of action to be completed by SJA for 16th October 2017.***

***Action Point: Constitutional review to be completed and sent out to voting membership by 16th October 2017***

1. **WFATT Business Meeting (AW)**

Sponsored speakers to reduce cost. Lack of professional attendance, lots of students and membership attendance, lacking external attendance.

New society formed in Spain (Spanish Athletic Therapy and Training Association) similar to BASRaT, Alvero to be in touch with BASRaT if they need assistance with development.

1. **Student Update (LF)**

Bill McLoughlin Award sent out to committee for review. Committee discussed the potential candidates, and concluded that Melissa Lepic of University of Cumbria will be presented with the award at this years’ Symposium.

Graybrook award to go to highest mark achieved by a graduating student: Ben Svenson of University of Salford with 82.7%.

Still waiting on student representatives from some institutions.

Student charter to be discussed at Educators' day with BASRaT/course representatives. Discussion to be focused around:

* Production of student newsletter
* 2nd and 3rd year reps to be elected
* Development of membership leaflet to be given to all BASRaT course students

1. **PHICIS (CW)**

Immediate care course or equivalent to be added to mapping document for Individual Application document.

***Action Point: CW to complete update of documentation to include this.***

1. **Communications Update (VW)**

**Marketing Literature and design work**

* Judith Firth’s case study liaised with, written and designed
* Lindsay Whitaker’s case study liaised with, written and designed
* Cycling articles researched, summarised and compiled into design piece
* Ten Twitter adverts approx designed for Symposium
* Symposium Direct Mail letter compiled for mailing
* Two sided A4 flier updated and reworded for Symposium mailing

New ‘reasons to book’ page design for symposium leaflet

**Website**

* Lindsay and Judith’s Case Studies added to the website with a written intro student page
* The Daily Mile page written on TDM in Wigan and featuring Wigan schools and a nursery
* Exercise Guides text edited and prepped for webpage

**Website news stories and social media**

* Warrior Challenge story written and added on news page, Facebook and twitter
* Shoulder Rehabilitation article edited and rewritten for news piece
* Swim England story written and added on news page, Facebook and twitter
* Retweeting of relevant stories
* PSA news, twitter and Facebook posts
* The Daily Mile recent successes article written and checked with TDM then rewritten, posted on webpage, twitter and Facebook
* MOST POPULAR NEWS STORY – John Morgan’s award on website, Facebook and twitter

**ISO Webinar**

* Email alert, twitter and Facebook message about webinar date
* Webinar attended and summarised
* Email alert on content
* Summarised for the website

**Symposium**

* Symposium 8 page leaflet compiled and designed including some written content
* Tens of twitter posts posted
* Emails to 3 Osteopath Associations and Chiropractor Associations
* Three Email Newsletters sent out
* Web banner created for BJSM
* Web slider bar amended
* Paid for marketing ideas researched and submitted
* Planning of large marketing mailing
* Marketing mailing worked on, much liaison with mailhouse, printers and three list

companies

* Mailing List compiled, deduped and prioritised for larger mailing and then for smaller mailing
* Own research for relevant contacts to mail
* Mailing list bought and email list bought

**Other**

* Callum East asked for case study
* Steven Boyton case study started, writing done and design started (follow up)
* All design work categorised for Steve
* Exercise guidance document worked on
* Consideration of advertising opportunity, emails and skype calls

1. **AOB**

HW: External advertising of courses to be reviewed and accepted on a case by case basis for a fee.

**Executive Committee**

**The Strategic and Governance Body for BASRaT**

* **Key members from current structure**
* **Maximum of three terms of four years**
* **On submission for election a prospective committee member will need to meet a person specification**
* **The Chair is elected from within the committee**
* **Maximum of 50% of committee can change in a two year period**

Accreditation Team

* Consists of educators from BASRaT institutions
* Large, trained, team
* Overseen and directed by Executive Committee
* CEO office offers additional support and guidance re process and standards including review of outcomes. Accreditation supervision will shift to the CEO office in the future although direction will still come from the Executive Committee

Chief Executives Office

* Operational responsibility – nationally and internationally
* Takes direction from the Executive Committee
* Manages and implements executive committee actions and strategies
* Provides guidance for the executive committee to help them make informed decisions
* CEO reports back to the Executive Committee Chair
* Staff to include CEO, administration officers, communications manager and registrar and standards officer. Future staff to include public health and outreach officer.