



## Overview of Board of Directors' Meeting

Held on Tuesday, 3 March 2026, 9:30 am to 1:00 pm, via Teams.

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**Directors in attendance:** Prof Zoe Knowles FCASES (ZK) (Chair), Dr Daniel Bailey HonFCASES (DB) (Physical Activity for Health Division Chair), Dr Mitch Finlay MCASES (MF) (Sport and Performance Division Chair and CASES Deputy Chair), Dr Trish Jackman FCASES (TJ) (Psychology Division Chair), Dr Andrew Mitchell HonFCASES (AM) Biomechanics and Motor Behaviour Division Chair), Dr Helen Rippon (HR) (Non-Executive Director), James Tugwell (JT) (Non-Executive Director), Susan Went (SW) (Senior Non-Executive Director).

**Attending:** Ian Wilson (IW), Chief Executive Officer (all).

**Minutes:** Jane Bairstow (JB), Senior Admin Officer.

**Apologies:** Chris Davison (CD) (Non-Executive Director), Dr Mel Leggate (ML) (Teaching and Learning Enhancement Division Chair)\*; Dr Alan Ruddock FCASES (AR) (Physiology and Nutrition Division Chair)\*

\* prior to the meeting provided input into the agenda discussion items.

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### 1 **Welcome and opening remarks:**

ZK welcomed all to the meeting. The priority focus areas for discussion were outlined by the Chair.

### 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. There were no declarations of interest.

### 3 **Minutes of the previous Board meeting (19 November 2025):**

These were accepted as a true record of the meetings.

### 4 **Matters arising:**

- £100 donation, in lieu of Christmas cards, was made to The Rob Burrow Centre for Motor Neurone Disease in December
- CASES registered with Crossref in Dec 2025 regarding Digital Object Identifier membership
- Presentation by the Chair of the Climate Action and Sustainability Advisory Group (CASAG) was made on 18 Dec 2025
- A letter to Secretary of State for Education re GCSE PE name change was issued on 22 December 2025, with a response received on 14 Jan 2026
- New Environmental Extremes Special Interest Group was approved on 8 Jan 2026
- Video update by the Chair of the Conference Scientific Planning Group was made on 8 Jan 2026
- Board discussed the current succession planning for the NEDs on 8 Jan 2026
- Board reviewed the Consultant's review and analysis of the member feedback of the transgender survey on 8 Jan and considered the Action Plan developed by the Consultant on 12 Feb 2026. A member comms about the survey results is to be issued w/c 9 March 2026.
- CEO Q3 Report and KPI dashboard were discussed on 12 Feb 2026
- Dr Kiara Lewis FCASES appointed Policy and Advocacy Advisory Group Chair on 26 Jan 2026

- Dr Mel Leggate appointed inaugural Teaching and Learning Enhancement Division Chair, and CASES Director, on 6 Feb 2026.
- Dr Mitch Finlay MCASES, Deputy Chair, has been asked by the Chair to represent CASES at the Irish Sport and Exercise Sciences Association conference in May.
- Significant work has been undertaken by Dr Rob Morris FCASES, SEPAR AG Chair, for the HCPC performance review submission, which is to be made later this month.

5 **Finance:**

The Q3 Management Accounts were approved. A full and thorough discussion took place on the draft 2026-2027 Budget. Further refinements will be made over the next couple of weeks, with the budget finalised and signed off by the end of March 2026.

6 **CASES Medal of Achievement and Lifetime Achievement Award planning:**

The Board considered the paper from the Chair, noting the distinction between achievements for the wider SES sector and for CASES as a professional body. Further work will be undertaken around the timing for an annual presentation of both awards. Once details are finalised, members will be updated.

7 **Governance Terms of Reference document annual review:**

Following the annual review by the Group Chairs, the Board approved the amends to the Governance Terms of Reference document. This will be uploaded to the website.

8 **CPD Consultancy - Strategy and Core Workshop Review action plan:**

The Board further considered the papers from SES Ltd on plans to develop a CPD strategy and plans to enhance the current core workshop provision.

9 **Board effectiveness review:**

The Board discussed the overview document from the Governance Committee, agreeing to undertake a light-touch self-assessment review this year.

10 **2026 Conference update:**

The Board reviewed the update paper from the Chair of the Conference Scientific Planning Group.

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 and Performance  
 Human Resources, Remuneration and Appointments Committee  
 Finance and Risk Committee  
 Governance Committee  
 Learning and Development Committee  
 Professional Standards Committee  
 Stakeholder Committee.

**Dates of next meetings:**

**Board Call:**

Thursday 16 April 2026, 0915 - 1015

**Board Meeting:**

Wednesday 13 May 2026, virtual, 0930 - 1300

Prof Z Knowles FCASES

3 March 2026

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