

**BRITISH SOCIETY OF ANIMAL SCIENCE  
ANNUAL GENERAL MEETING 2018**

***NOTICE IS HEREBY GIVEN THAT THE SEVENTY FOURTH ANNUAL GENERAL MEETING OF THE SOCIETY WILL BE HELD IN THE HOGAN MEZZ II SUITE, CROKE PARK STADIUM, DUBLIN ON 10 APRIL 2018 AT 17:00 HOURS***

**A G E N D A**

- 1 Welcome and apologies
- 2 Minutes of the Meeting held on 26 April 2017 (Note 1) (Paper 75A)
- 3 Report by Chief Executive for the year 2017 and Reports of the Committees/Groups (Paper 75B-G) (Note 1)
  - Science and Technology Events
  - Strategy and Innovation
  - Communication
  - Stakeholders
  - Accreditation
- 4 Report of the Hon Treasurer and adoption of the audited accounts (Paper 75H) (Note 1)
- 5 Re-appointment of auditors/assessors
- 6 Election of Office Bearers (Notes 2-4)
- 7 Resolution to amend the Constitution (Paper 75I) (Note 5)
- 8 Election of Trustees (consequent on the passing of the resolution at item 7)
- 9 Election of Council members (Note 6)
- 10 AOB

B C Beveridge  
Chief Executive  
March 2018

## NOTES

- 1 Papers 75A-75H- circulated with this notice, will be taken as read and comments from the floor are invited.
- 2 Election of President (Rule 10) Council proposes the election of Prof Helen Miller
- 3 Election of Senior Vice-President (Rule 11). Council proposes the election of Prof Eileen Wall
- 4 Election of Vice-President (Rule 11). Council proposes the election of Prof Michael Lee
- 5 Proposal to amend the Constitution (Rule 20). The resolution is subscribed by the President, Senior Vice President and Treasurer on behalf of Council; the background is set out in paper 75I.
- 6 Election of Council members (Rule 9). The undernoted members of Council are due to retire and, except Dr Kirsty Kleim are not eligible for immediate re-election. A separate note will be circulated to members regarding Council member elections.

Dr Helen Warren  
Dr David Telford  
Dr Kirsty Kleim

## PAPERS FOR THE ANNUAL GENERAL MEETING 2018

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**MINUTES OF THE SEVENTY-FOURTH ANNUAL GENERAL MEETING OF THE  
BRITISH SOCIETY OF ANIMAL SCIENCE HELD AT CHESTER UNIVERSITY,  
26 APRIL 2017**

**WELCOME**

Prof Liam Sinclair was in the chair and welcomed the 38 members present.  
Apologies from Emily Burton, Tony Mudd, David Steane, Gerald Wiener

**1 MINUTES OF THE PREVIOUS MEETING**

The minutes of the Meeting held in April 2016 were accepted as a correct record. Proposed by David Wilde and seconded by Helen Warren. There were no matters arising and all items were covered within the agenda.

**2 REPORT OF THE CHIEF EXECUTIVE**

Mike Steele presented a report for 2016 as a summary of all written reports from all BSAS groups and committees that had been previously circulated. He highlighted the major activities and achievements.

**Accreditation**

The register now had transferred successfully from the Royal Society of Biology's website to the BSAS platform.

A successor is to be identified and appointed to succeed Colin Whittemore.

**Communications**

It was a positive year for the journal ANIMAL's impact factor, placed only narrowly behind the Journal of Animal Science. ANIMAL consortium with INRA and EAAP continues to be very successful. .  
The professional assistance from Caroline Stocks and Leigh Murray has proved very successful.

**ST&E**

EAAP 2016 was an excellent event mainly due to a huge effort starting in 2012. 1543 delegates attended which was the biggest EAAP ever and was a very positive experience; the contributions of all, including the BSAS office, were to be warmly congratulated of the many opportunities that came from the event, forging industry links is key.

**Stakeholder Groups**

Due to ambition to develop close working relationships with CIEL, which were proving successful, there may be the potential to build a powerful environment for non-competitive research. That BSAS prominent members within CIEL allows for a good representation of views and is valued by CIEL.

**S&I Group** – Changes are proposed to provide more clarity on focus and group structures; S&I will likely focus more on education and training.

The President thanked all Committee Chairs for their valued work during the year and especially the Local Organising Committee for EAAP, which had proved of great benefit to BSAS.

**3 REPORT OF THE HONORARY TREASURER AND ADOPTION OF AUDITED ACCOUNTS**

Dr Howard Simmins gave his 2016 report in terms of the circulated paper. The year had been unique due to EAAP in terms of income and expenditure (the scale of which alone had been a financial risk). Overall the figure for EAAP will just break even, due to the very successful sponsorship attracted – which has influenced EAAP's view on what can be achieved.

Membership shows growth in corporate membership, showing the strategy for that is working – but there has been only a 1% growth in membership income.

Publications continue to be important but there is flat income and there is significant risk in the future due to changes in scientific publishing.

Investment income remains strong. There is to be segregation of some funds to support income for awards. Though the Hon Treasurer is content with 2016, 2017 will be a transition year as we catch up with disruption caused by running EAAP, changing CEO etc. Care will be needed due to higher operating costs and potentially reduced investment income – there needs to be a commitment to review our costs. Council is therefore proposing the first rise in subscriptions since 2013.

Increase in membership subscriptions was proposed by Eileen Wall and Seconded by Colin Whittemore. The introduction of an undergraduate fee for the first time was proposed by Jos Houdijk and seconded by Abdul Chaudhry.

The Accounts were formally adopted by the AGM.  
Proposed by Howard Simmins, seconded by Chris Knight

#### **4 ADOPTION OF ASSESSORS**

Hon Treasurer was of the view that Chiene and Tait be retained as official auditors/examiners of the accounts. They remained efficient and a provider of sound advice.

Proposed by Mike Steele  
Seconded by Prof Jamie Newbold

#### **5 SELECTION OF OFFICE BEARERS**

In line with Council proposals the following were elected by the AGM.

President – Prof Richard Dewhurst

Proposed by Mizek Chagunda and seconded by David Telford

Senior Vice-President – Prof Helen Miller

Proposed by Mike Steele and seconded by Michael Lee

Vice President Prof Eileen Wall

Proposed by Mike Steele and seconded by Colin Whittemore

Honorary Treasurer - Dr Howard Simmins

Proposed by Helen Warren and seconded by Sandra Edwards

The President then thanked Mr Mike Steele for his tremendous input over 28 years and emphasised the contribution he had made. He had dealt with BSE, Foot and Mouth, Brexit, two EAAP events, innumerable in the UK and overseas and had supported 28 previous Presidents. This was greeted by the meeting with great acclamation.

Appointment of Chief Executive - Mr B C Beveridge WS

Proposed by David Wilde and seconded by Helen Miller.

The following Council members were elected to serve uncontested;

Prof David Kenny

Anna Thomson

Melanie Le Bon

The new members were introduced by their respective proposers. The President noted that there remained one vacancy to be filled and invited those interested to contact the CEO.

Prof Liam Sinclair thanked the outgoing Council members, Dr Emily Burton, Dr Elizabeth Magowan and Dr Amy Taylor for their enthusiasm and hard work over the past 3 years.

#### **6 ELECTION OF HONORARY MEMBERS - Dr Howard Simmins and Mike Steele**

The AGM unanimously endorsed Council's proposal to make Dr Howard Simmins and Mike Steele Honorary members of BSAS. The President outlined the significant positive influence Howard had made in his time as Hon Treasurer and re-emphasised Mr Mike Steele's contribution. Certificates were presented.

#### **7 ANY OTHER BUSINESS**

The following deaths of the following active members and supporters of the Society were noted:

Prof Chris Wathes

Prof Peter Buttery

Dr Janice Harland

Prof Kevin Shingfield

Professor Richard Dewhurst thanked the outgoing President Liam Sinclair for his endeavor and expertise in steering the Society over a busy period including, in particular, dealing with the delivery of EAAP and the succession in CEO. This was greeted by the meeting with great acclamation.

Prof Liam Sinclair then thanked everyone for their help and support over the year and closed the 73<sup>rd</sup> meeting of the Society.

## CHIEF EXECUTIVE REPORT FOR 2017

BSAS Council met in February and September. President's Committee met in February, May and September.

### 2017 AGM The AGM:

- addressed the Society financial affairs;
- noted that EAAP 2016 had been a very successful event and the largest ever, and would break even;
- applauded the enormous contribution Mile Steele had made to the Society over 28 years' service;
- unanimously endorsed Council's proposal to make Mike Steele and Dr Howard Simmins Honorary members of BSAS.

### ACCREDITATION

We received a positive and helpful audit report of the scheme from RSB; some minor system updates in 2018 will help make the application process easier for users. The appointment in October of Alison Christie as the Accreditation Executive has proved very successful and creates a sound base from which to advance accreditation plans in 2018.

### COMMUNICATIONS

ANIMAL had another good year. The new management groups (content, operations and Communications) have proved successful and operate with minimal support. Due to a reduced need for BSAS office and Council input into the communications side of ANIMAL – Chris Knight has energised the communications group – the Communications committee will be disbanded with each committee responsible for feeding material to the retained BSAS communications team of Caroline Stocks and Leigh Murray.

The BSAS web platform continues to generate additional work for the BSAS office due to the need for bug fixes but there are signs of some improvement.

### S&TE

The 2017 Annual meeting was again held at Chester University with WPSA. The Conference dinner was held at the splendid Chester Town Hall. The Hammond Lecture was given by Professor Geoff Simm.

There was a highly successful European Conference on Precision Agriculture held in Edinburgh in July and attended by over 400 delegates, and with strong sponsorship and an associated exhibition.

BSAS Student Council ran a very popular session. There were two stats workshops, held at Leeds in January and Carlisle University in September (which is intended to remain the venue for 2018), delivered by Davina Hill.

The committee will be renamed for 2018 as simply "Events".

### STAKEHOLDER GROUP

The AA met at SRUC in the summer and again held a breakfast meeting at BSAS 2017.

The IA met once in Birmingham and identified the need for a reinvigoration of their activities.

The IA/AA had a very useful joint meeting at Birmingham in November, at which emerged a clear proposal to merge the two Associations into a single entity that would be better able to achieve collaborative outcomes.

The Industry Prize for 2017 went to David Johnston of AFBI. This followed a special competitive oral session at the Annual Meeting open to a delegate audience. IA also met at NEC in June.

Six AA members awarded prizes for the best BSAS students within their organisations.

### S&I GROUP

The Sir John Hammond Award was presented to Dr Elizabeth Magowan of AFBI.

The RSPCA/BSAS Award for Innovative Developments in Animal Welfare 2017 was presented to the MSc programme on animal welfare at Edinburgh University, rather than to an individual, having regard to the impact the programme had achieved.

### Presidents Prizes 2016

President's Prize: Winner: 'A meta-analysis of heterosis for production and fitness traits in tropical cattle' Harriet Bunning, SRUC. Highly commended presentations were: Achilleas Christie, Lauren Geddes, Rhys Jones, Maithe Monteiro de Barros, Partha Ray, Sophie Hazelden.

### Structure and Governance

Council has begun to look at developing the way in which governance is exercised between Council and President's Committee and this work will evolve during 2018.

Bruce Beveridge  
*Chief Executive*

## **SCIENCE & TECHNOLOGY EVENTS GROUP REPORT**

Some of the highlights are noted in the CEO's report and are not amplified here.

For our flagship annual conferences 2017 saw a decision to follow the lead started by choosing Croke Park for the Society's 2018 conference and identify a suite of professional conference venues in successive years. This will attract greater numbers of delegates, high profile speakers and guests, importantly, sponsors, exhibitors and commercial income.

A range of locations were visited and a programme of venues is being devised. Central to that will be a regular presence in Ireland, probably Belfast and Dublin, around every third year. Though a great deal of work initially, setting our venues several years in advance will allow for far better and more efficient planning and amplify our appeal to commercial sponsors.

For 2018 a decision was taken to extend the conference to a full 3 day programme, which should also feature in successive years' events.

We have the confidence to build on our successes in 2016 and 2017 and develop a bigger programme of events, ranging from the small and local, to our flagship annual conference.

2018 will see Debbie Nash's return from maternity leave and there is a proposal to change the committee's name simply to "Events" and split the remit to cover both operational oversight (led by Debbie) and strategic (led by David Kenny).

## **STRATEGY AND INNOVATION GROUP REPORT**

The Group's main reflection during the year was around its core purpose. After much deliberation the conclusion reached was that the majority of the Group's historical purposes have been absorbed within other areas of the Society's structure. Therefore, the Group should, progressively, seek to focus on the effective oversight and assessment of all of the Society's grants, awards, bursaries and prizes.

To give greater clarity to others there is a proposal that the name of the Group should change simply to "Awards". The Group identified the need to streamline some of the processes and timelines for submission, assessment and determination of applications, and how the various awards and bursaries are described. This was carried out successively. There is a need for some further work on this during 2018.

The Group lost the contribution of Pete Goddard during the year, and are grateful to him for his wisdom during his time on board. Carol-Anne Duthie has intimated her resignation as Chair but will remain as a member. A successor Chair is being sought.

## COMMUNICATIONS GROUP REPORT

The Group reflected during the year on what its main purpose is today. As noted in the CEO report, a significant focus of the work previously, around the promotion of ANIMAL, had been assumed by an operational committee within the main ANIMAL Board structure.

Given the reduction in workload, and with the evolution of a retained communications team, there is a greatly reduced need for a dedicated committee. ANIMAL BYTES has proved very challenging to resource with the right skill-set and articles are currently being prepared by Caroline Stocks.

Presence on social media remains strong with engagement from those we do not ordinarily reach being reported during the year, including in terms of attracting delegates to the ECPA event. The communications team have an aspiration to revise heavily the Society's web presence as soon as resource becomes available.

## STAKEHOLDER GROUP REPORT

Following the usual individual meetings held during the year, a joint **Industry Association and Academia Association** meeting was held in November. There was clear feeling amongst members that following initial positivity, involvement in both associations has stagnated somewhat in the past couple of years.

There are some understandable reasons for this, not least time and diary pressure, but the inescapable conclusion must be that as currently constituted, either the benefits of membership are not sufficiently compelling, the benefits are not being sold well enough or accessing those benefits is not sufficiently user-friendly. This is not to say that people and organisations are only 'in it for what they can get out of it'; for many members there is a desire to 'put something back'. Such members value the role that BSAS had in informing their early career development and want to ensure that the same is afforded to future generations of budding animal scientists.

Having discussed the aspirations and 'wants' of members it was agreed that moving to one joint IA/AA body as opposed to having separate IA and AA bodies is the best way forward.

This new group will need to make itself relevant to both industry and academia and will afford the opportunity to build stronger collaboration. It is likely that this group would, ultimately, shift towards a more streamlined and virtual approach utilising webinars, TCs, potentially blogs/forums with no more than one face-to-face meeting per year in order to address time and diary pressure issues. Although further elaboration and distillation is required the remit of the new body will take its inspiration from (but not be limited exclusively to) the following themes:

- Promote increased industry and academic engagement in BSAS and assist in the wider promotion of BSAS and its activities
- Promote increased collaboration within academic and between academic and industry organisations
- Facilitate networking and communication between academia and industry (& vice versa)
- Foster (early) career development for graduates and post-graduates – careers information, training, employment and networking opportunities are key values for students as identified by Student Council
- Education and knowledge transfer should be a key driver, including targeting land-based colleges who would gain significant benefit from these aspects of the Society. Specific training and CPD may be developed to facilitate this.
- Continue to support, promote and develop the annual IA prize at the Spring conference as a vehicle to encourage students (and supervisors) to consider, explore and elaborate on the scientific and commercial implications of their work for industry.
- Increase awareness of the value of professional accreditation and potentially act as a facilitator or service provider
- Provide opportunities for industry to inform dedicated, industry relevant sessions at BSAS annual conference and promote industry attendance at such sessions
- Continue to disseminate news from CIEL to all members
- Being part of and supporting an organisation that champions UK animal science and UK Livestock PLC
- In general be more proactive and less reactive in all of the above

A working group will crystallise this intent and oversee transition to a new entity during 2018.

In relation to the **Global Association**, Helen Miller led a workshop in Leeds in December to chart the future aspirations of that activity – and also to establish the extent to which progress is viable.

The course set is to explore a far more ambitious approach with far reaching strategic achievement around the establishment of networks, collaboration and knowledge transfer and exchange. Much would be done through collaboration with others' objectives.

This will require substantial external funding if it is to take off and potential funding sources and potential collaborations will be explored. That work is expected to conclude in 2018.

**75G**

## **ACCREDITATION AND GOVERNANCE GROUP REPORT**

The final quarter of 2017 saw the appointment of an energetic and enthusiastic new Accreditation Office Manager (Alison Christie) who is filling the Administration and Executive functions previously undertaken by Colin Whitemore (who remains as holding the position of Chair of the Accreditation and Governance Group).

This appointment marks the 'coming-of-age' of the accreditation scheme. Colin Whitemore will continue in a supporting role for Alison Christie whilst she acclimatises to the role (which is expected to develop resultant upon new initiatives).

Application, Register and CPD processes are all transferred and up and running on BSAS site with greatly improved user satisfaction. As noted in the CEO's report, a positive and helpful audit report was received from RSB during the year.

New recruitment initiatives are being prepared through an executive grouping which will, together with the newly appointed Accreditation Office Manager, consider matters such as:

- Achieving the target of the majority of active BSAS Members becoming members of the accreditation Register and its associated CPD scheme
- Non-BSAS members being attracted by wider dissemination of information and benefits.
- Sale of scheme software systems and administrative procedures to other organisations.
- Consolidating procedures for assessing and auditing CPD, and for upgrading Associate members of the Register to Certified status
- The Composition of the Accreditation and Governance Group
- Codes for the Conduct and Governance for the Quality and Integrity of Science and Technology through membership of the British Society of Animal Science and the RSB / BSAS Accreditation Register



75H

**BRITISH SOCIETY of ANIMAL SCIENCE**  
**SUMMARISED FINANCIAL STATEMENTS**  
**For the year ended 30 November 2017**

**BRITISH SOCIETY of ANIMAL SCIENCE**  
**SUMMARISED FINANCIAL STATEMENTS**  
**For the year ended 30 November 2017**

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**BRITISH SOCIETY of ANIMAL SCIENCE**

**REPORT OF THE COUNCIL**

Year ended 30 November 2017

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Council Members and Trustees**

Prof Richard Dewhurst	President* (appointed 26 April 2017)
Dr Liam Sinclair	President* (appointed 6 April 2016, resigned 26 April 2017)
Prof Helen Miller	Senior Vice President* (appointed 26 April 2017)
Prof Richard Dewhurst	Senior Vice President* (appointed 6 April 2016, resigned 26 April 2017)
Prof Eileen Wall	Vice President* (appointed 26 April 2017)
Prof Helen Miller	Vice President* (appointed 6 April 2016, resigned 26 April 2017)
Dr Howard Simmins	Honorary Treasurer*
Dr Debbie Nash	Science and Technology Events Chairperson (appointed 6 April 2016)
Dr Carol-Anne Duthie	Strategy and Innovation Chairperson (appointed 14 April 2015)
Dr Amy Taylor	Communications Chairperson (appointed 6 April 2016)
Prof Colin Whittemore	Accreditation and Governance Chairperson
Dr Helen Warren	Stakeholders Chairperson (appointed 6 April 2016)
Dr Emily Burton	2014 (appointed 29 April 2014, resigned 26 April 2017)
Dr Elizabeth Magowan	2014 (appointed 29 April 2014, resigned 26 April 2017)
Dr Amy Taylor	2014 (appointed 29 April 2014, resigned 26 April 2017)
Dr Kevin Shingfield	2015 (appointed 14 April 2015, deceased 11 September 2016)
Dr Kirsty Kliem	2017 (appointed Friday 12 May 2017 to replace K Shingfield)
Dr David Telford	2015 (appointed 14 April 2015)
Dr Helen Warren	2015 (appointed 14 April 2015)
Dr David Wilde	2016 (appointed 6 April 2016)
Dr Ozzie Matika	2016 (appointed 6 April 2016)
Prof David Kenny	2017 (appointed 26 April 2017)
Dr Melanie Le Bon	2017 (appointed 26 April 2017)
Mrs Anna Thomson	2017 (appointed 26 April 2017)

\* Trustees of the Society during the year

**Chief Executive**

Mr Bruce Beveridge (appointed 01 May 2017)

Mr Mike Steele (resigned 30 April 2017)

**Registered Office**

The British Society of Animal Science

PO Box 3

Penicuik

EH26 0RZ

**Auditors**

Chiene + Tait LLP

Chartered Accountants and Statutory Auditors

61 Dublin Street

EDINBURGH, EH3 6NL

**Bankers**

Bank of Scotland

1 Liberton Drive

EDINBURGH, EH16 6NL

Barclays

LEICESTER

LE87 2BB

**Investment Advisors**

Barclays Wealth

11 Melville Crescent

EDINBURGH, EH3 7LU

## **BRITISH SOCIETY of ANIMAL SCIENCE**

### **REPORT of the COUNCIL (Continued)**

**Year ended 30 November 2017**

#### **OBJECTIVES AND ACTIVITIES**

The British Society of Animal Science (formerly The British Society of Animal Production) was formally constituted as an educational charity on 6 January 1944 and amended at the Annual General Meeting in 2010 in order to:

- Provide opportunities for those interested in and concerned with the science relating to animals and its application to meet and exchange information, ideas and experiences.
- Encourage the investigation of problems and matters pertaining to the science related to animals and its application.
- Collect and publish information about the science relating to animals and its application; to print and publish any periodicals, books and leaflets which the Society may think desirable.
- Stimulate the incorporation into practice of advances resulting from research, experimental work and practical experience.
- Co-operate with any other organisation in furthering any of the objects of the Society.
- Do all such things as may be incidental or conducive to the attainment of the above objects or any of them.

#### **ACHIEVEMENTS AND PERFORMANCE**

During the year, the Society:-

- Organised and managed two student events, a seminar and a statistical workshop (January and September respectively), the Annual Conference (April) and Precision Management of Grassland and Grazing Livestock and ECPA (July) conferences. The conferences provided a healthy level of revenue for the Society.
- Managed with INRA, EAAP and Cambridge University Press (CUP) the on-going production of the scientific journal ANIMAL.
- Responded to relevant animal science related consultations, including Brexit developments.
- Made progress in consulting with stakeholders, BSAS members and a non-member cohort on its current and future aims, objectives and activities.
- Continued to implement the accreditation scheme in conjunction with the Society of Biology.
- Continued to strengthen links between academia and industry through the Industry Association and Academia Association. The Corporate membership has grown notably this year.
- Continued developing the Global Association to extend its support to animal scientists in other countries, especially in the developing world.
- supported an active Students' Council that advances the interests of the newer members of the Society.

#### **FINANCIAL REVIEW**

##### **Progressing the Strategic Plan - Project Management**

BSAS Council, in developing its strategic plan, had put in place a series of projects that require human and financial resource to deliver the agreed outcomes. Work in 2015 put structure and costs to these projects, as well as identifying the return on investment to the Society. The Business Development Executive became the project manager to ensure timely execution, reporting and budget management. In 2016 the EAAP Belfast conference, including the sponsorship work, took priority. This allowed an opportunity to review the priorities. The review is being led by the new CEO, Bruce Beveridge, with a stronger focus on medium- to long-term revenue generation.

##### **Membership**

Corporate membership has continued to grow. Fifteen companies now support a membership of over 90 individuals. 86 ordinary members resigned/did not renew/deceased/converted to retired and were replaced by 25 new members. Overall there is a reduced number of individuals associated with the Society, although the corporate membership has helped to maintain numbers to a great extent. The number of undergraduates reduced in 2017 but this figure is extremely variable year-on-year and does not provide clear guide to the future of the Society. Undergraduates had 100% discount, but they will be expected to contribute £10 towards their membership from 2018. The effect of this change will be monitored closely. The net balance of subscription income after deduction of discounts rose by 11% between 2016 and 2017 (£38,067 versus £42,310 respectively). The reduced number of charitable student discounts accounted for much of the change. Overall, the number of individuals supporting the society is less, which raises long-term concerns. Significant effort will be made in 2018 to address this issue.

# BRITISH SOCIETY of ANIMAL SCIENCE

## REPORT of the COUNCIL (Continued)

Year ended 30 November 2017

### Membership (Continued)

	2017	2016
Ordinary members	338	399
Postgraduates	116	158
Retired	56	64
Honorary	22	21
Undergraduates	215	289
Corporate members	97	68
	-----	-----
	844	999
	=====	=====

### Conferences

BSAS has run three conferences and two student events (a seminar and a statistical workshop) this year. The conferences were the Annual Conference (April) and Precision Management of Grassland and Grazing Livestock and ECPA (July) conferences. One event was cancelled (Cfer), due to lack to registrations, which incurred some costs. Nonetheless, conference income was the highest ever (£418k) outside of the atypical year in 2016 when we hosted the very large EAAP event. Sponsorship was also high at £40k which overall resulted in net income of £61k. This would have been even greater if it were not for the payment of the final invoices for the EAAP event.

### Publications

ANIMAL is a premium journal and should remain in demand. Twelve issues of ANIMAL were published in 2017, resulting in a total of 2,322 A4 pages, which is higher than in previous years. The reason was to reduce the backlog of high quality accepted submissions. Bundle sales continue to increase, whereas individual library contracts have reduced. University libraries have also reduced duplicate contracts between departments due to better electronic management reducing some income permanently. Income to BSAS is likely to be around £65k for the current year. Overall, including Advances in Animal Biosciences, Animal Bytes and other small sources, excluding the archive fees, income from the Consortium was £89k. The ANIMAL management team is to be congratulated on the continued progress of the journal in 2017, which makes a vital contribution to the financial health of the Society.

BSAS still benefits from sales of Animal Science digital archives, which are purchased by University and other libraries around the world. It is expected to diminish over time but still provided over £33k in 2017.

Costs were higher at £57k, mainly due to the allocation of the Information Director and, the recently engaged, Information Officer's salaries to the publications budget. These investments are aimed to build a stronger interface and interaction between the membership, the Society and external sources.

Therefore, the overall surplus was £65k, which, although healthy, is lower than last year (£73k).

### Statement of Financial Activities

The total income in 2017 was higher than £500,000, which triggered the requirement for a full audit under the Charities legislation. The higher revenues were obtained because of the successful conferences held this year.

Total expenditure by the Society was £658,848 in 2017 compared with £1,214,286 in 2016. 2016 was uniquely high due to the EAAP event in Belfast. 2017 was also high due to the very successful conferences in Edinburgh in July, which brought in high delegate numbers but also increased costs. Publications expenditure increased by around £40,000 due to the costs of AAB expenses and the Information Officer, and overall, wages and salaries increased due to the employment of an additional full-time staff member. The amount of irrecoverable VAT was also significant at approximately £36,000

Educational discounts reduced in line with the lower number of undergraduates (£23,093) who received free membership. Overall income was £631,839 due to the successful conferences as described in the paragraph above. Investment income was below target at £20k and, separately, the investment portfolio grew. ANIMAL consortium contributed as described above.

## **BRITISH SOCIETY of ANIMAL SCIENCE**

### **REPORT of the COUNCIL (Continued)**

#### **Year ended 30 November 2017**

##### **Statement of Financial Activities (Continued)**

The positive financial balance from the conferences in 2017 was supported through the sponsorship. Overall, income grew, following some very successful activities, such as conferences and publications. The reduction in membership numbers is a concern, which is a priority to address.

2017 was an outstanding year for BSAS, in which its reserves grew by £39k, despite the final payments for the EAAP 2016 event.

Academia and Industry Associations, which should all have long-term importance for the Society, continued to receive investment. The Global Association will develop further the Society's charitable aims and will raise costs, at least in the short-term.

BSAS remains healthy but it is sensitive to outside forces. Strengthening membership numbers for the long term is a priority as is the ongoing object to build superior conferences that have high levels of demand in the animal science industry. The Society is in a position to invest prudently in 2018 to ensure its long-term future and this should be a priority.

BSAS forecasts net expenditure for 2018, although successful conferences may help to balance the final figures. BSAS' supervision of the finance is more effective than ever before, which allows the Society both to invest in new activities and monitor progress closely. The outcome of some of these activities has been seen in the Stakeholder activities and income growth. It is a slow process to develop both the activities and turn around the finances of such a Society but the Trustees and Council believe it is on the right track to ensure BSAS can look forward to the long-term with confidence.

We confirm that the financial management of the Society continues in line with Council's policy on risk, which is under continual review.

##### **Reserves Policy**

Unrestricted funds represent the general funds that the Council is free to use in accordance with the Society's charitable objectives. It is the policy of the Council to maintain unrestricted funds at a level that equates to approximately one year's unrestricted income. This provides sufficient funds to cover management and administration costs and to respond to any emergencies that may arise from time to time. Unrestricted funds were maintained at or above this level throughout the year.

At the year end, the Society had unrestricted reserves of £853,292 (2016: £814,554). The Society also had designated reserves of £4,500 (2016: £4,500) and restricted reserves of £31,790 (2016: £31,268).

The Council confirms that, in their opinion, the assets of the Society are available and adequate to fulfil its obligations.

##### **Investment Policy**

In accordance with the constitution of the charity, the Council has the power to invest in shares, bonds and other investments as they see fit. The Council engaged Barclays Wealth as investment managers and requested that the portfolio should achieve a maximum income of about £24,000. The Council has adopted a medium/high risk investment strategy to achieve this goal. During the year, the income received from investments amounted to £20k which is lower than target. The target for 2018 remains £22k to £24k but uncertainty in the financial markets over the next 12 months will require that the portfolio be closely monitored.

##### **Grant Making Policy**

The Council invites applications for the annual grants that the Society awards. Applications will be reviewed by the Strategy and Innovation Committee and awarded in accordance with the specific criteria.

##### **Future Strategy**

The Society continues to invest in new activities, including a consistent new source of income, which is vital for the Society's long-term financial viability. It is in the business plan to increase income from sponsorship and this continues to be a priority. Other opportunities to increase income and reduce costs, as appropriate, will be under continual review.

## **BRITISH SOCIETY of ANIMAL SCIENCE**

### **REPORT of the COUNCIL (Continued)**

**Year ended 30 November 2017**

#### **PLANS FOR THE FUTURE**

In the coming years, the Society will:

- Continue to consult with stakeholders and members to promote an animal science agenda to a wide audience
- Organise or assist with the organisation of animal science conferences in the UK and overseas
- Support the management of the ANIMAL consortium (part ownership)
- Develop new activities to meet the needs and aspirations of current and future members
- Seek new and regular sources of income

#### **STRUCTURE, GOVERNANCE & MANAGEMENT**

##### **Constitution and objects**

The Society has a Memorandum and Articles of Association formally set out and available for consultation at the Society office.

##### **Organisation**

The Council of the Society is an elected body, with three members being elected at each Annual General Meeting to serve for three years. Candidates for President, Senior Vice-President, Vice-President, Chief Executive and Honorary Treasurer are proposed by Council for election at the Annual General Meeting. Members of Council holding office during the year ended 30 November 2017 are as stated on page 1.

The President, Senior Vice-President, Vice-President and Honorary Treasurer are deemed to be the Trustees of the charity.

The CEO of the Society is chosen by the Trustees and ratified by Council. The previous CEO, Mike Steele, retired in 2017, having been an Officer of the Society since 1989 and CEO since 2003. The Trustees undertook an assiduous selection process, after which they offered the post to the outstanding candidate, Bruce Beveridge, who accepted. The Society has offered its grateful thanks to Mike Steele for his many years of effective and diligent service. Bruce Beveridge, is now established in post and providing fresh strategic direction on behalf of the Trustees and Council.

The Council Members and Trustees meet twice per year, in order to discuss strategic and operational matters relating to the Society. Newly appointed Council Members and Trustees are provided with a copy of the governing document, a copy of the financial statements, recent minutes of meetings and handbooks of governance and codes of practice. In addition, a verbal briefing is given by the President and the Honorary Treasurer.

A number of sub committees carry out work in furtherance of the charity's objectives, and report directly to the Council Members and Trustees.

New Council Members (Trustees) are provided with the following documents issued by OSCR: Guidance and Good Practice for Charity Trustees; Who's in Charge: Control and Independence in Scottish Charities.; and also with additional independent information on Trustee boards. On an ongoing basis, confirmation is obtained that Trustees understand their responsibilities through discussion in person at Trustee meetings and by conference calls.

##### **Key Management Personnel**

The Trustees and the Chief Executive are deemed to be the charity's key management personnel. The Trustees are not remunerated for their services. Details of the remuneration of the Chief Executive are given in note 18 to the full financial statements. In setting the remuneration of the Chief Executive, an extensive benchmarking exercise was conducted, comparing CEO salaries between charities of similar sizes, in addition to direct communication with other relevant societies, such as the Nutrition Society.

## BRITISH SOCIETY of ANIMAL SCIENCE

### REPORT of the COUNCIL (Continued)

#### Year ended 30 November 2017

#### **Risk Management**

The Council has assessed the major risks to which the Society is exposed, in particular those related to the operations and finances of the Society, and are satisfied that systems are in place to mitigate our exposure to the major risks.

Key risks identified by the Council, and steps being taken to mitigate them are set out below:

#### **Projects**

Before a project is undertaken, the financial investment in the project is assessed, and budgets prepared in advance, and are agreed by Council.

#### **Financial**

Invoices or receipts are sought for all expenditure, and further authorisation controls are in place, including the countersigning of payments and limits on single payment amounts. All amounts over £1,000 require two authorised signatories, while all amounts over £5,000 must be signed by either the Treasurer or the CEO. Finances and management accounts are reviewed by Council on a quarterly basis.

#### **Investments**

The risks of financial loss associated with investment in a portfolio are managed by the Society's Investment Managers. The risk is spread by investing across a portfolio, and performance is reviewed by Council on a regular basis.

### **STATEMENT OF COUNCIL'S RESPONSIBILITIES**

The Council are responsible for preparing the Report of the Council and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the Council to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Council is required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practice 2015;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Council is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements, comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the terms of the charity's Founding Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council is also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Council on *16 February* 2018 and signed on their behalf by:-



Dr H Simmins



**BRITISH SOCIETY of ANIMAL SCIENCE**

**STATEMENT of FINANCIAL ACTIVITIES**

**For the year ended 30 November 2017**

	Notes	Un- restricted Funds £	Designated Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
<b>Income from:</b>						
Donations and legacies	4	67,181	-	4,425	71,606	69,583
Charitable Activities:						
Income from publications		122,292	-	-	122,292	91,475
Income from conferences		417,961	-	-	417,961	1,075,116
Investments	5	19,980	-	-	19,980	22,953
<b>Total income</b>		<b>627,414</b>	<b>-</b>	<b>4,425</b>	<b>631,839</b>	<b>1,259,127</b>
<b>Expenditure on</b>						
Raising funds	7	43,645	-	-	43,645	44,406
Charitable activities	8	611,703	-	3,500	615,203	1,169,880
<b>Total expenditure</b>		<b>655,348</b>	<b>-</b>	<b>3,500</b>	<b>658,848</b>	<b>1,214,286</b>
<b>Net (expenditure)/income before Investment gains/(losses)</b>		<b>(27,934)</b>	<b>-</b>	<b>925</b>	<b>(27,009)</b>	<b>44,841</b>
Gains/(losses) on investment assets	10,13	66,672	-	(403)	66,269	67,986
<b>Net income/(expenditure)</b>		<b>38,738</b>	<b>-</b>	<b>522</b>	<b>39,260</b>	<b>112,827</b>
Transfers between funds		-	-	-	-	-
<b>Net movement in funds</b>		<b>38,738</b>	<b>-</b>	<b>522</b>	<b>39,260</b>	<b>112,827</b>
Fund balances brought forward at 1 December 2016		814,554	4,500	31,268	850,322	737,495
<b>Fund balances carried forward at 30 November 2017</b>		<b>853,292</b>	<b>4,500</b>	<b>31,790</b>	<b>889,582</b>	<b>850,322</b>

The restricted funds column represents the Alan Robertson Genetics Fund income and expenditure and the Mike Steele and Kevin Shingfield Awards.

All operations are continuing.

**BRITISH SOCIETY of ANIMAL SCIENCE**

**BALANCE SHEET**

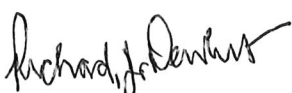
**As at 30 November 2017**

	Notes	£	2017 £	£	2016 £
<b>Fixed assets</b>					
Tangible assets	12		1,085		2,169
Investments at market value	13		765,842		708,127
			-----		-----
			766,927		710,296
<b>Current assets</b>					
Debtors	14	181,569		147,418	
Cash and bank balance		48,108		148,396	
		-----		-----	
		229,677		295,814	
<b>Creditors:</b> amounts falling due within one year	15	(107,022)		(155,788)	
		-----		-----	
<b>Net current assets</b>			122,655		140,026
			-----		-----
<b>Net assets</b>			889,582		850,322
			=====		=====
<b>Represented by</b>					
Unrestricted funds	16		853,292		814,554
Designated funds			4,500		4,500
Restricted funds			31,790		31,268
			-----		-----
			889,582		850,322
			=====		=====

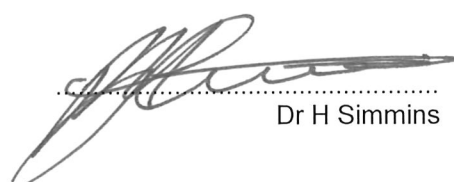
The summarised financial statements set out on pages 7 to 9 have been extracted from the full annual financial statements of the Society which were approved on 16 February 2018. The full annual financial statements have been subject to an independent audit and the independent auditor's report was unqualified.

These summarised financial statements may not contain sufficient information to allow for a full understanding of the financial affairs of the Society. For further information the full annual financial statements, the independent auditor's report on these financial statements and the Report of the Council should be consulted. Copies of the full annual financial statements can be obtained from the Society's postal address.

The full annual financial statements will be submitted to the Office of the Scottish Charity Regulator by the due date of 31 August 2017.

  
 .....  
 Prof R Dewhurst

President

  
 .....  
 Dr H Simmins

Honorary Treasurer

BRITISH SOCIETY of ANIMAL SCIENCE

STATEMENT OF CASH FLOWS

For the year ended 30 November 2017

	Notes	2017 £	2016 £
<b>Cash flows from operating activities</b>			
Net movement in funds		39,260	112,827
Deduct investment income		(19,980)	(22,953)
Add back depreciation		1,084	1,451
Deduct gains on investments		(66,269)	(67,987)
Increase in debtors		(34,151)	(7,865)
(Decrease)/Increase in creditors		(48,766)	40,871
		-----	-----
<b>Net cash (used in)/provided by operating activities</b>		<b>(128,822)</b>	<b>56,344</b>
		-----	-----
<b>Cash flows from investing activities</b>			
Fixed asset additions		-	(3,254)
Dividends from investments		19,945	21,413
Movement of investment cash		22,554	(2,784)
Interest received		35	1,540
Sale of investments		133,506	325,019
Purchase of investments		(147,506)	(314,689)
		-----	-----
<b>Net cash provided by investing activities</b>		<b>28,534</b>	<b>27,245</b>
		-----	-----
		-----	-----
<b>Change in cash and cash equivalents</b>		<b>(100,288)</b>	<b>83,589</b>
		-----	-----
<b>Cash and cash equivalents at the beginning of the year</b>		<b>148,396</b>	<b>64,807</b>
		-----	-----
<b>Cash and cash equivalents at the end of the year</b>		<b>48,108</b>	<b>148,396</b>

## PROPOSAL TO AMEND THE CONSTITUTION

### Purpose

This proposal along with the associated motion set out below at paper 75I(A) is to increase the number of Trustees of the Society and to make consequent changes to the structure of Council and of the President's committee.

### Background

At present the Society has four Trustees – three elected office bearers on the path to or through the Presidency, and the Treasurer. Previously all of Council were Trustees but this was understandably revised on grounds of administrative simplification. While all of Council serving as Trustees would be excessive, equally the current structure is insufficient.

Trustees are those who are legally accountable for the Society. Three out of the four Trustees have a three year term and are in office for the purpose, ultimately, of serving as President. Only the Treasurer could be said to provide a 'continuum'; this requires to be addressed.

Appointing an additional cohort of up to six Trustees with rolling terms of four years (with a maximum of two terms' service) would achieve this. This is an appropriate number (a) to be accountable for the Society, (b) to discharge effective oversight and (c) to comprise an appropriate balance on Council between those who are Trustees and those who are not. There is a consequent reduction in the number of ordinary Council members.

This would also create the opportunity to refocus the purpose of the President's Committee, which is also necessary. Such a move supports the creation of a clearer distinction between strategy and operational delivery and will increase the effectiveness of both Council and the President's committee.

In addition to the improvements in governance it is also likely to build greater enthusiasm and appetite for engagement from those on Council or who might be interested in becoming involved, as greater clarity usually brings greater satisfaction, enjoyment and feeling of value. It will also provide the opportunity to ensure broader representation from across the membership.

Once passed at the AGM it will be Council's intention immediately to propose Trustees for appointment, whose identity has previously been circulated in the usual way for appointment of new Council members.

### What do the amendments do?

- Define the Society's Office Bearers
- Add the Past President as a Trustee
- Increase the number of trustees
- Decrease the number of ordinary Council members
- Redefines the composition of Council
- Redefines the composition of President's Committee
- Provides for transitional arrangements to decrease the number of ordinary Council members over a three year period from nine to six
- Specifies the term of office and means of election of Trustees.

**MOTION TO AMEND THE CONSTITUTION OF THE SOCIETY**

We, the undersigned, move that the Constitution of the Society be amended as set out in Amendment 1 (Council) and Amendment 2 (President's Committee), below:

**Amendment 1 (Council):**

For the final paragraph of item eight of the Constitution-

“8. ....

*The Council of the Society shall consist of a President, Senior Vice President, Vice-President and Honorary Treasurer, who shall be trustees of the Society and Chairpersons of any Committees plus nine ordinary members.*”,

substitute:

“8. ....

**The Council of the Society shall consist of:**

- **the Office Bearers;**
- **not more than six additional Trustees elected at a general meeting;**
- **the Chairpersons of any Committees (if they are not Trustees);**
- **not more than six ordinary members elected at a general meeting.**

**As a transitional arrangement the number of ordinary members of Council that may be elected for 2018 and 2019 are eight and seven, respectively.**

**The Office Bearers of the Society (who are also Trustees) are:**

- **the President;**
- **the Senior Vice-President;**
- **the Vice-President;**
- **the immediate Past President;**
- **the Treasurer.**

**A Trustee who is not an Office Bearer shall serve for a term of four years and shall be eligible for re-election for a further term of four years.**

**The method of election of Trustees of the Society shall be the procedure set out in clauses (a) to (c) of item nine of the Constitution for the election of ordinary members of Council. Clause (d) of item nine shall not apply to the election of Trustees.**”.

**Amendment 2:**

For the final paragraph of item 16 of the Constitution-

“16. ....

*A President's Committee will advise the Council on the policies and arrangements for the conduct of the Society's affairs and act in an executive capacity. The President, Senior Vice-President, Vice President and Honorary Treasurer will be members of the Committee. Co-option shall be limited to members of Council and the immediate past President.*”,

substitute:

“16 ....

**A President's Committee will advise the Council on the policies and arrangements for the conduct of the Society's affairs and shall oversee the effective implementation of the Council's operational delivery plans.**

**The President's Committee shall consist of the Office Bearers and the other Trustees of the Society.**

**With the approval of Council, the Committee may co-opt to membership or invite the attendance of others:**

**from within the Council;**

**from within the wider membership of the Society;**

**who are not members of the Society in so far as they demonstrate particular skills or perspectives that would add a significant benefit for in supporting the discharge of the Committee's functions.”.**

Prof Richard Dewhurst  
Prof Helen Miller  
Dr Howard Simmins  
March 2018

