

**Minutes of 2<sup>nd</sup> Meeting of the Environmental Sector Council**  
**Wednesday 11<sup>th</sup> November 2020, 14.00 HRS**  
**Via Zoom**

Present: Steve Burnage (Chair)  
Graham Couser (Vice Chair)  
Dave Richards  
Alan Fitzpatrick  
Stephen Tweed  
Dan Oerther  
Alessandro Sacco  
Richard Roberts

In Attendance: Oliver Teasell

**1. Welcome and apologies**

The Chair welcomed the full group to the second meeting of the Environmental Sector Council at which the allocation of responsibilities against the ToR Duties were discussed and agreed.

Apologies were received from: David McMorris & Daniel Moir

**2. Minutes from previous meeting**

Meeting minutes from the first EPSC meeting (16<sup>th</sup> September 2020) were approved.

**3. Matters arising from previous minutes**

Actions arising from the first meeting were discussed and agreed closed, with the exception of 160920.1, ToR to be approved by the SOE Trustees Board. Successful applicants were offered and accepted a place on this committee. Those unsuccessful, were written to and thanked.

**4. Terms of reference**

The TOR draft 2.0 14/10/2020 was shared and discussed. It was agreed that in the duties section, that monitoring the financial performance of the journal should be removed and the wording of the duties simplified. Also, that under the role of Chair, their representation on the SOE Board is dependent upon the Environmental sector having a minimum of 1000 members. The ToR draft has been raised to draft 2.1 to be issued to the board for acceptance.

**Action - OT**

**5. Committee construct**

The SOE Committee Members are:  
Steve Burnage (Chair)  
Graham Couser (Vice Chair)  
Dave Richards  
Alan Fitzpatrick  
Richard Battrick

## Co-Opted Members

Stephen Tweed  
Dan Oerther  
Alessandro Sacco  
Richard Roberts  
David McMorris

It was agreed that there should be representation from the Hong Kong chapter and that Chris Tan should be invited to join the Committee.

**Action - OT**

## 6. Allocation of responsibilities

The ToR duties were reviewed, and members nominated to administer the following:

Duties	Member	Member	Member
Monitoring and contributing to the content of the Society's journal and website.	R. Battrick	D. Oerther	R. Roberts
The design, testing and assessment, of products and systems, .	D. Richards		
Application and development of sustainable technologies and methodologies.	S. Tweed	A. Sacco	
Establish the provision of environmental engineering knowledge and experience.	G. Couser	D. McMorris	
Collaborating in establishing and applying best practice and standardisation .	S. Burnage	A. Fitzpatrick	

## 7. Approach to SocEnv Registration Initiatives

The SocEnv are introducing a Registered Environmental Practitioner (REnvP) grade. The SOE are applying to licence this new grade. This involves creating the appropriate application and assessment forms, along with undertaking assessor training. Drafts of the forms have been produced and are being worked. REnvP promotional material is available and being considered for the SOE website.

It was agreed that Committee members that are CEnv registrants and have been duly trained as Assessors (albeit for CEng /IEng and CEnv) should play a major role in developing and promoting this new grade.

It was noted that the SOE CEnv and REnvP application form competency statements should align with the new SocEnv competency matrix.

**Action - SB**

## 8. Any other business

The number of members aligned to the Environmental Sector is currently 118.

Two CEES initiatives for 2021 were announced by Dave Richards, covering advances in battery technology and extending the operational life of plant. Both of interest to various SOE sectors and warrants further promotion (and sponsoring?) once these two conferences have been confirmed.

**Action - DPR**

That a standards section should be incorporated either in the SOE newsletter or the Website to monitor and promote the release of new Standards.

**Action – RR DPR OT**

It was agreed that there should be a section on the SOE website that covers cleanrooms. A proposed construct to be tabled and forwarded for approval by the Board.

**Action - RR**

The third committee meeting shall be arranged for 2021, once the SOE meetings calendar is made available.

**Action - Chair**

**The Chair thanked the group for attending and closed the meeting.**

