

## **Minutes of CIWEM annual general meeting**

The annual general meeting of the institution was held at Apex Hotel, Bath on Thursday 11 July 2019 at 15:30.

**Present were:** Paul Seeley, chair of the trustee board, in the chair and 22 corporate members.

The chair welcomed everyone to the meeting.

### **Notice**

The notice convening the meeting was taken as read.

### **Apologies for absence**

7 apologies for absence were reported.

No-one had had given proxies to the chair.

### **Minutes of the annual general meeting held on 5 July 2018**

On the proposal of Bruce Keith, seconded by Shaun Nicholson:

It was RESOLVED that the minutes of the annual general meeting of the institution held on 5 July 2018 be approved as a correct record of the meeting and signed by the chair.

### **Audit and accounts for the year ended 31 December 2018**

Aaron Burton, the honorary treasurer commented that the auditors' opinion of the accounts is unqualified and requested it be taken as read.

The honorary treasurer, presented a resumé of the significant items in the

accounts. He then invited questions from the floor. There were none.

On the proposal of Aaron Burton, seconded by Niki Roach:

It was RESOLVED that the accounts for the year ended 31<sup>st</sup> December 2018 and the report of the auditors thereon, be received.

### **Annual report**

The chair advised that the annual report describes the work undertaken by the institution during the year in accordance with the agreed five-year corporate plan.

The chair invited questions from the floor. There were no questions.

On the proposal of David Wickens, seconded by Joanna Cochrane:

It was RESOLVED that the annual report 2018 be received.

### **Appointment of auditors**

The honorary treasurer advised that the proposal is to appoint Kingston Smith as the institution's auditors for 2019 and to undertake the institution's audit for 2019.

On the proposal of Bruce Keith, seconded by David Wickens:

It was RESOLVED that Kingston Smith, Devonshire House, 60 Goswell Road, London EC1M 7AD, be appointed to continue as the institution's auditors for the accounts for 2019 and that the trustee board is authorised to fix the remuneration of the auditors.

### **Declaration of trustee board members for the year**

The chair declared the new appointments to the trustee board, which will take place from 12 September 2019:

1. Andrew Chang
2. Andy Dunn
3. Eilish Kavanagh
4. Luciana Wong

Abridged biographies had been circulated with the notice for the meeting.

The chair declared the re-appointments to the trustee board.

1. Roger Falconer
2. Stephanie Campbell
3. David McHugh

The resulting composition of the trustee board from 12 September 2019 will be:

Trustees

Paul Seeley (Chairman)

Niki Roach

Roger Falconer

Stephanie Campbell

David McHugh (President)

Aaron Burton

Janice McKenna

Joanna Cochrane

Shaun Nicholson

Stephen Thompsett

Claudia David

Andrew Chang

Andy Dunn

Eilish Kavanagh

Luciana Wong

Co-Opted:

Angela Gray

David Wickens

Matthew Jack

Independent chair of CIWEM's  
Remuneration Committee:

David Wilkes

## **REPORT FROM CHAIRMAN OF THE BOARD**

**Paul Seeley**

**Trustee Board Chairman**

**11 July 2019**

The Environment continues to dominate the headlines, even with the ever-present Brexit conundrum and who is to become our next Prime Minister staying centre stage. CIWEM intend to be 'at the table' and make sure that decisions affecting our environment are made based on sound practice and from an extensive knowledge base. The current pace of change in renewables, technology, transport and the way people work is extremely rapid and what was acceptable practice even five years ago is now being questioned and scrutinised. Who five years ago would have thought that David Attenborough would appear at Glastonbury 2019 and be able to speak to so many about the Environment!

2018 has been a positive year for CIWEM with several changes taking place that ensure we continue to interact with Government, key environmental groups, academia and business.

During the year CIWEM agreed heads of terms with The International Water Association and set up links between both organisations and agreed a joint membership. The IWA have a worldwide presence as well as major publishing facilities and an ability to put on global events. CIWEM hope that this arrangement will further promote the Institution and produce income streams for us in the future.

CIWEM has introduced a two-tiered membership fee structure to represent developing country status and encourage membership at rates that better reflect salaries in these regions.

Our training and development programme has been overhauled by Rachel Bliss and CIWEM have commenced seminars on several key topics including a circular economy master class. Recently Rachel was successful in bidding for a contract with Water UK and this will further promote CIWEM.

In the last 12 months our chief Executive, Terry Fuller, has successfully concluded the final account for the construction of Head Office and we currently await the BREEAM certificate for the building.

CIWEM has also been successful in working towards and achieving Investors in People for its staff. A great result for the Institution.

This year I felt that it was very important that mention be made in the annual report of several of the volunteers who help CIWEM tick. I do not intend to read out all of the names but it is good to see the Branches and Group chairs and secretaries mentioned and also Professional Standards and Accreditation. All of these individuals play a key role and my thanks

as well as that of all the Board go to you for your participation.

As with all Boards changes have occurred in the year. We have welcomed four new members who will commence in September. They are Andrew Chang, Andy Dunn, Eilish Kavanagh and Luciana Wong. There is a brief resume for each of them in your papers. We say farewell to Bruce Keith, Chris Boshier and Tom Moore. Bruce was also Vice Chairman of the Board and I am pleased to say that David Wickens has agreed to take up this position. David concludes his year as President in September and I would like to take this opportunity to thank him for all of his hard work during his tenure. We will be welcoming his replacement, David McHugh as the new President in September in Cork.

CIWEM always receive several quality applications for Trustee roles when they fall vacant and this year we decided that as well as appointing Trustees we would go further to secure some of the more able applicants who were not offered a Trustee appointment. CIWEM wishes to promote younger professionals to the Board and I am delighted to announce that Matthew Jack, who impressed the interview panel, is to become a Board Observer in September. It is hoped that in a years time Jack will join the main Board. We also appointed two Ambassadors – Isaac Barnes for West Africa and Jivir Viyakesparan for Australia and New Zealand. These are key roles in the continued promotion of CIWEM overseas.

Although CIWEM relies on volunteers for much of its work none of this would take place without the superb team at Head Office headed up by Terry Fuller as Chief Executive. I have had the pleasure of meeting all of the team and working with

some of you over the last year. Your continued loyalty to the Institution and your ability to work through some tough decisions stand you all in good stead for the future as we hopefully grow membership, expand our learning and development services and increase third party funding.

I hope that with your help we will continue to grow the Institution at a time when stability and sustainability appear to be key words for the environment. CIWEM is a quality professional body operating in an area that is rapidly rising up peoples agendas. Together we can make it a force for good and I hope that we can rely on your continued support over the coming year.

Finally, I would like to move a vote of thanks to my fellow Trustees, the various panels and committees, the branch networks, all the staff at Saffron Hill and to you, our members, for supporting CIWEM.

Thank you

It was resolved that the report of the chair of the trustee board for 2018-19 be received.

## Climate Emergency

Terry Fuller CEO and Alistair Chisholm, director of policy gave a presentation on the climate emergency.

There are three immediate considerations:

1. **What would declaring an emergency mean for CIWEM's own operations**, including resource consumption,

procurement, investment and governance? We would need to practice what we preach more concertedly than we currently do.

2. **What should various bodies declaring an emergency mean for CIWEM's tone of voice in its external communications?** Should we be more outspoken and critical where we perceive inadequate ambition and action? Should we condone direct action of the kind seen recently as a lever to bring about a change in priority and focus? What language should we use? The Guardian, for example, has recently changed the language that it will use when discussing climate change as follows:

- Use *climate emergency, crisis or breakdown* instead of climate change
- Use *global heating* instead of global warming
- Use *wildlife* instead of biodiversity when appropriate
- Use *fish populations* instead of fish stocks
- Use *climate science denier* or *climate denier* instead of climate sceptic

3. **What is CIWEM's constructive offering in the context of this?** As an institution of practitioners, how can we help to deliver the step change in action required, not just on mitigation but – crucially given the balance of CIWEM member expertise – adaptation and resilience?

There is an additional question arising from Parliament and Mr Gove's acknowledgement, further scientific

evidence and the 25 Year Environment Plan headline of being the first generation to leave the environment in a better state than it inherited: This is, **should we declare an ecological crisis too?** Climate Change is not the only existential threat to humanity.

## Recommendations

1. **CIWEM should declare not only a climate emergency but also an ecological one.** It should use this as the basis for high profile work streams focused on providing clarity and support for **climate change and natural capital** solutions.
2. As an institution of practitioners, **we should clearly position CIWEM as a practical solutions enabler**, based upon sharing best practice and vocally advocating actions that we know from experience are effective, but which are not yet mainstreamed. This is likely to be more focused around adaptation.
3. From a climate change mitigation perspective, we should **closely review our own resource consumption and establish ambitious targets and programmes for improving efficiency** across all activities. Due to the challenges in calculating emissions across all activities we should **not** set a net zero target, but instead aim for best practice.
4. We should **ensure that all our governance structures are aligned to delivering these outcomes.** This should extend from the balance and composition of the Trustee Board to the

objectives and priorities of committees and boards.

## Declaration of Climate and Ecological Emergency

*The Chartered Institution of Water and Environmental Management (CIWEM) is the leading royal chartered professional body dedicated to sustainable management of the environment, globally.*

*We recognise that climate change (manifesting as global heating and increased instance of extreme weather events) and biodiversity loss (manifesting as habitat destruction and species extinction) are existential crises for humankind.*

*Environmental professionals are at the forefront of developing and implementing solutions to the climate and ecological emergencies we face. At the same time, we recognise that as professionals our own activities contribute to greenhouse gas emissions and biodiversity loss.*

### As an Institution, we therefore commit to:

- Raise awareness amongst our members, stakeholders and the public of the scale and nature of the climate and ecological emergencies and the need for urgent action to tackle them.
- Advocate strongly for ambitious levels of commitment to action by decision makers at all levels, alongside appropriate allocation of resources to enable concerted action at all levels of society.
- Review our areas of operation to ensure that they are entirely consistent with delivering as effectively as possible for professionals and the public against

the challenges of a climate and ecological emergency. Work to eliminate carbon emissions and ecological destruction associated with our own activities as soon as we can.

- Develop practical programmes which actively and directly contribute to ecological recovery and carbon sequestration.
- Strongly encourage our members to work with their own employers, stakeholders and supply chains to deliver zero carbon, resilient and adaptive programmes and projects which deliver biodiversity and wider environmental net gain.
- Work with similar organisations across our sector to collectively drive and share best practice, reflecting the latest scientific evidence and innovation.

### **Vote of thanks**

The chair, Paul Seeley gave a vote of thanks to all those attending the meeting, to his fellow trustees and members of the board.

The chair declared the annual general meeting closed.