



## APPENDIX C

### BIAC EMD committee: Chairman's report 2025

#### Interviews

We have continued with the “online” approach for all interviews primarily because it continues to make logistical sense and has significantly shortened the time between application and interview.

Thanks to Alex and the rest of the BIAC office for their efforts distributing the necessary documents and sorting out the zoomy stuff!

Thanks also for Ros Gough and others who have stepped in for their time and content input for the interviews. The process has been well received by all those interviewed and generally less daunting than applicants were expecting.

I would therefore urge all those who have been Associates for some time to apply for full membership.

Since our last Annual General Meeting, BIAC has welcomed 69 new members as follows: Stacey Bosley ABIAC, Eve Brown ABIAC, Nicola Butcher MBIAC, Ema Caskie MBIAC, Thomas Craddock ABIAC, Allaster Dallas ABIAC, Lauren Dennison ABIAC, Jorge Draycott ABIAC, Richard Fuller ABIAC, Anastasia Goldie ABIAC, Morgan Gray ABIAC, Emma-May Gwilt ABIAC, Ellice Hahne ABIAC, Lucy Collins ABIAC, Charlotte Hudson ABIAC, Alex Humphreys ABIAC, Christy Irish ABIAC, Thomas Lemmon ABIAC, Charlotte Mountford ABIAC, Fred Quartermain MBIAC, Marison Rorison ABIAC, Edward Salisbury ABIAC, Andrew Suddes ABIAC, James Waddington ABIAC, James Warne MBIAC and Liz Warner MBIAC.

We have 43 new student members as a result of the BIAC Student Roadshow Events and we hope that in due course some at least will become full members.

In terms of becoming a full BIAC member we are aware that there can be a keenness to achieve that status asap. However, as a committee we have to be mindful that MBIAC retains a certain status in relation to experience and future career development intentions. See also the section on Mentoring below.

It is important that this is understood and respected by new applicants and that any feedback from us is intended to assist with the longer term consultancy development of individuals; whilst respecting the reputation of existing members and the wider professional reputation of the MBIAC accreditation.

#### **Review of the Code of Conduct**

The Entrance & Disciplinary Committee oversee complaints against BIAC members. Complaints are assessed against the Code of Conduct and therefore it is necessary for ongoing review of the Code of Conduct.

BIAC Council have identified a need to update the Code of Conduct as follows:

*2. In particular but without prejudice to the generality of the foregoing rule, no member shall:*

*(a) be employed or have any other financial relationship with any Company, firm or organisation if such employment or relationship shall in the opinion of Council be inconsistent with his duty to advise his Clients impartially nor be engaged in any trade, profession or occupation which might in the opinion of the Council be or become inconsistent with such duty.*



*(b) be in any way connected with or have any relationship with any other person or body if such connection or relationship might be or become prejudicial or inconsistent with his duty to any of his Clients without making a full disclosure to that Client*

*(c) disclose or allow any disclosure of the affairs of any of his Clients to any other Client or to any other person for his own advantage or for the advantage of any other person.*

*(d) take an instruction where there is a conflict of interest or a conflict could reasonably be expected as clients have a substantial common interest and/or the parties are competing for the same objective unless all the clients have consented, given or evidenced in writing, and/or members have put in place effective safeguards to protect confidential information*

*(e) engage in any work outside the sphere of his competence.*

*(f) seek to obtain instructions from a Client in a manner considered by the Council to be unprofessional or knowingly seek to procure instructions from a Client for whom another member of the Institute is already acting without the consent of the member.*

*(g) make any charge for his services in a manner considered to be unprofessional by the Council.*

## Mentoring

BIAC Council identified the need for BIAC members to provide a Mentoring Scheme and the following Guidelines have been developed:

### **BIAC MENTOR SCHEME – GUIDANCE NOTES**

1. Understanding the Purpose: This Mentor Scheme is designed to foster professional growth, knowledge sharing, and personal development within BIAC.
2. Eligibility Criteria: Only Members or Fellows of BIAC are eligible to take part in the BIAC Mentor Scheme to ensure appropriate experience and expertise.
3. Registration Process: Log into your Member portal of the BIAC website and tick the box under Sector/ Expertise 18. 'Mentor assistance'.
4. Setting Expectations: Once matched, schedule an initial meeting to establish your goals and expectations. Discuss and agree upon the frequency of meetings, communication methods, and the overall timeline of the mentorship.
5. Confidentiality and Professionalism: Maintain a high level of professionalism and confidentiality. The information shared within the mentor-mentee relationship should be respected and kept private.
6. Active Participation: Engage actively in the programme. Provide guidance, share experiences, and offer constructive feedback.



7. Feedback and Evaluation: Participate in regular feedback sessions. Provide honest feedback about the Mentor Scheme and your mentor/mentee relationship to help improve the Mentor Scheme.

The success of the Mentor Scheme depends on the commitment and engagement of mentors. Embrace this opportunity to learn, grow, and contribute to the BIAC community.

If you are interested in becoming a BIAC Mentor, please go into your online account and tick the 'Mentoring' box in your Index Selection alongside your other specialisms.

### Society of the Environment (CEnv)

During the year BIAC announced a new opportunity to enhance professionalism via your BIAC membership. As a member of BIAC, you may be eligible to apply for the Chartered Environmentalist (CEnv) designation if this is of interest to you and if you feel your work would align to the CEnv practice directives.

The CEnv is a prestigious recognition awarded overseen by the Society of the Environment to individuals who demonstrate their expertise and commitment in the field of environmental management and sustainability. This designation signifies professional competence, ethical behavior, and dedication to protecting and improving the environment.

By becoming a Chartered Environmentalist, you join a network of like-minded professionals who are leading the way in promoting more resource efficient practices across various industries. BIAC believe that this designation could significantly widen your skills set in an area where practical expertise will be required to secure future work and potentially enhance your career prospects through the increased expertise gained.

To apply for the CEnv designation, you need to meet specific criteria set by the Society for the Environment and BIAC. This typically includes a combination of relevant education, professional experience, and a commitment to continuous professional development. The application process involves completing an application form, submitting supporting documentation, and attending an interview. Full details on the process are attached in the guidance note.

We encourage you to take advantage of this opportunity and consider applying for the Chartered Environmentalist designation. It will not only recognise your expertise in the field but also demonstrate a knowledge based commitment to the achievement of environmental and potential financial gains for your clients. Such objectives align with the values and goals of BIAC.

Should you require any further information or assistance regarding the application process or the benefits of becoming a Chartered Environmentalist, please do not hesitate to contact us. Attached is an application form for your information.

We hope these initiatives above are of interest to you and we look forward to discussing participation, where appropriate, with you in the near future.

Any observations on any related matters are welcome via the BIAC office.

George Cook, Chairman EMD 27/02/25