

Department for Environment, Food and Rural Affairs

November 2011

**Annex A: Environment Protection Advisory
Committee current membership scheme
(statutory)**

Environment Act 1995

Environment Protection Advisory Committee Membership scheme

This scheme has been drawn up by the Environment Agency under section 12 and schedule three of the Environment Act 1995. It covers the Environment Protection Advisory Committee for (*insert*) Region. This scheme formally revokes the agreed scheme put in place when the Environment Agency was created in April 1996.

1.0 General membership conditions

1.1. The overall size of the committee will be 16. This includes the EPAC Chair and 15 members.

1.2. The 15 members include:

- 13 ordinary members, representing various sectors and/or with relevant skills and experience as detailed in sections 2 and 3 below.
- One Chair of the Regional and Local Fisheries Advisory Committee (RLFAC) also known as the Fisheries and Recreation Advisory Committee (FERAC), or suitable nominee, who will be a full voting member.
- One Chair of the Regional Flood Defence Committee (FDC), or suitable nominee, who will be a full voting member.*

* Where there is more than one RFDC in the Region replace with – “The Chairs of the Regional Flood Defence Committees (FDC) are welcome to attend, but only one will be a full voting member at any time. This will be agreed between the Chair of the Environment Protection Advisory Committee (EPAC) and the RFDC Chairs of that Region in advance of the meeting.”

Addendum: Regional Flood and Coastal Committees (RFCCs) were set up under the Floods and Water Management Act 2010 replacing Regional Flood Defence Committees.

2.0 Local authority members

2.1. Four ordinary members will be serving Local Authority Councillors.

2.2. These ordinary members will be appointed by the Environment Agency through an open interview/selection process, working actively with the regional grouping of local authorities to ensure that the right Members are appointed who meet the needs of the Committee.

2.3. When local authority positions on EPACs become vacant, the Environment Agency will:

- write to Council Chief Executives and Group Leaders, encouraging them to invite interested serving Councillors to apply;

- also invite any nominations of serving Councillors from the appropriate regional grouping of local authorities / the regional LGA, where one is in place;
- provide a role description/outline which identifies the sorts of candidates the Environment Agency is seeking (e.g. skills, expertise, local knowledge, geographical area, political background, authority tier);
- shortlist and interview applicants/nominees, inviting representatives of the regional grouping of local authorities / the regional LGA to participate in the interview process if they wish;
- invite the regional grouping of local authorities to endorse and/or comment on the Environment Agency's preferred list of appointees before the Environment Agency confirms the final appointments.

3.0 Other members

- 3.1. At least five ordinary members will bring skills and experience to the Committee from three or more of the following sectors, as appropriate to the context of the Region:
- air management
 - water management
 - land management
 - waste management
 - regulated productive industries
- 3.2. At least one ordinary member will bring skills and experience to the Committee from the voluntary or third sector.
- 3.3. Any other ordinary members (up to the maximum of 13) will bring skills and experience to the Committee from one or more of the following areas, as appropriate to the context of the Region:
- a) Biodiversity
 - b) Energy – (including conventional, nuclear and renewable sources)
 - c) Climate Change
 - d) Water Framework Directive
 - e) Waste/sustainable resource use
 - f) Development and Planning
 - g) Contaminated Land
 - h) Communications and Community Engagement
- 3.4. All ordinary members will be appointed in their own right, not as representatives of any particular organisation or authority. They will be expected to bring their personal skills and experience to the Committee, drawing on their sectoral knowledge, professional knowledge, and/or local community knowledge, as appropriate.
- 3.5. The Environment Agency will seek to ensure, in appointing ordinary members, that the Committee is able to draw on a diverse range of skills, disciplines and experience.

4.0 Deputies/alternates

- 4.1. Members should endeavour to attend all Committee meetings and can be replaced if they miss two or more consecutive meetings (please refer to the Terms of Reference). If a Member is unable to attend for a particular reason they may, in advance, suggest a deputy/alternate to attend in their place.
- 4.2. However to ensure consistency, that deputy/alternate must have the necessary skills and experience to be able to contribute fully to the meeting.
- 4.3. The Chair will decide with the Regional Director and the individual Member whether a suggested deputy/alternate is appropriate for any member.
- 4.4. The emphasis in future will be about regional committees moving to regional business. This is a great opportunity for regions to start shaping their own agendas, which they can link to what they want to achieve through their regional contributions, and therefore making it relevant for them.

5.0 Consultation

- 5.1 The Environment Agency consulted with key groups of stakeholders on this scheme, as shown below. In addition the Environment Agency's Regional Teams consulted with local stakeholders as they felt appropriate.
 - Local Government Association (National)
 - Local Government Association (Chairs of the Regional Leaders Board and Chief Executives of supporting organisations)
 - EPAC Chairs and their Committees
 - Environment Agency Board Members