

SoBRA Annual General Meeting

10 December 2025

Kate Baker, 2025-2026 Chair

leave blank for video feed



Proceedings

- The Secretary will make a brief record.
- Minutes will be made available on the SoBRA website.
- The AGM is being recorded alongside the rest of this conference.
- Agenda
 - Administration
 - Executive Committee Elections
 - Membership & Accreditation
 - Accreditation Scheme
 - Summary of SoBRA activities throughout the year
 - Financial Report
 - Proposed Amendments to the Constitution

leave blank for video feed

Our Values

“The Society of Brownfield Risk Assessment (SoBRA) has been established to support the growing number of professionals working in land contamination risk assessment... Its goals are to improve technical knowledge in risk-based decision-making related to land contamination applications and to enhance the professional status and profile of practitioners.”

SoBRA's core objectives:

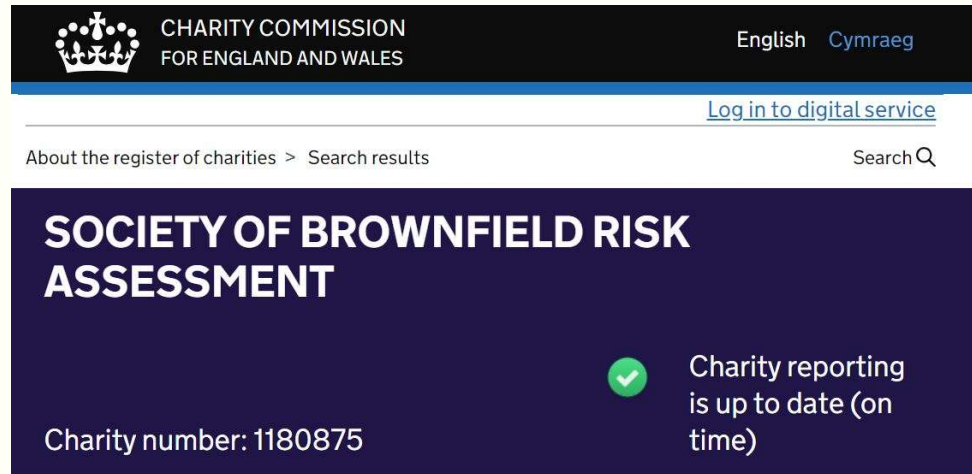
1. To support technical excellence in the assessment, estimation & evaluation of risks and associated uncertainties from land affected by contaminants.
2. To encourage "good practice" in the practical applications of risk assessment to support decisions regarding the appropriate management of land contamination.
3. To facilitate and widen access to the dissemination of knowledge regarding land contamination risk assessment.
4. To form relationships and work in a constructive manner with other organisations and professional bodies involved in land contamination and remediation, as well as the environmental sciences in general.
5. To assist in the development of future guidance, either through coordinated responses to consultation documents or by providing direct input to guidance.
6. To identify areas of future research that would benefit the assessment of land contamination.
7. To co-ordinate and encourage such research and, where appropriate, explore funding arrangements to support it.

“SoBRA is a not-for-profit society. It is run on a **voluntary** basis, by a **democratically** elected committee. Membership is open to any individual who is involved in, or has an interest in, land contamination risk assessment.”

leave blank for video feed

Charitable Status

- No change in charitable status (achieved in 2018).
- Trustees are the members of the Executive Committee.
- We submit an annual report to the Charity Commission.



The screenshot shows the Charity Commission for England and Wales website. At the top, there is a navigation bar with the Charity Commission logo and the text "CHARITY COMMISSION FOR ENGLAND AND WALES". To the right of the logo, there are links for "English" and "Cymraeg". Below the navigation bar, there is a search bar with the text "Log in to digital service" and a search icon. The main content area displays "About the register of charities > Search results" and "Search". The primary focus is on the "SOCIETY OF BROWNFIELD RISK ASSESSMENT" entry, which includes the charity number "1180875" and a status indicator: a green checkmark in a circle followed by the text "Charity reporting is up to date (on time)".

leave blank for video feed

Executive Committee 2025

Current EC:

Chair (2025-2026) Kate Baker

Outgoing Chair Jo Wilding

Vice Chair (vacant)

Secretary Melinda Evans (outgoing), Sarah Bannon (incoming)

Website and Membership Co-Ordinator Fiona Townley

Treasurer Rachel Dewhurst

GDPR Co-Ordinator Tim Rolfe

Ordinary members Greg Gibson, Melanie Lyons, Sarah Harris

Accreditation Chris Taylor (non-executive position)

leave blank for video feed

Executive Committee 2026

- Nominations for election in September 2025
- Five seats available, five nominations received and seconded by the deadline
- **Standing down** Jo Wilding, Mel Evans, Greg Gibson, Chris Taylor (non-executive position)
- **Re-elections for 2026-2028** None
- **New ordinary members for 2026-2028** Stephanie Cox, David Dyson, Laura Garland, Kimberley Neville, Dominic Young

leave blank for video feed

Membership & Accreditation

Membership Type	2024	2025
Standard	429	447
Standard Not For Profit	61	64
Standard Accredited (RSoBRA &/or ASoBRA)	103	104
Not For Profit Accredited (RSoBRA &/or ASoBRA)	10	9
ASoBRA	54	50
TOTAL	603	624

leave blank for video feed

Accreditation Scheme

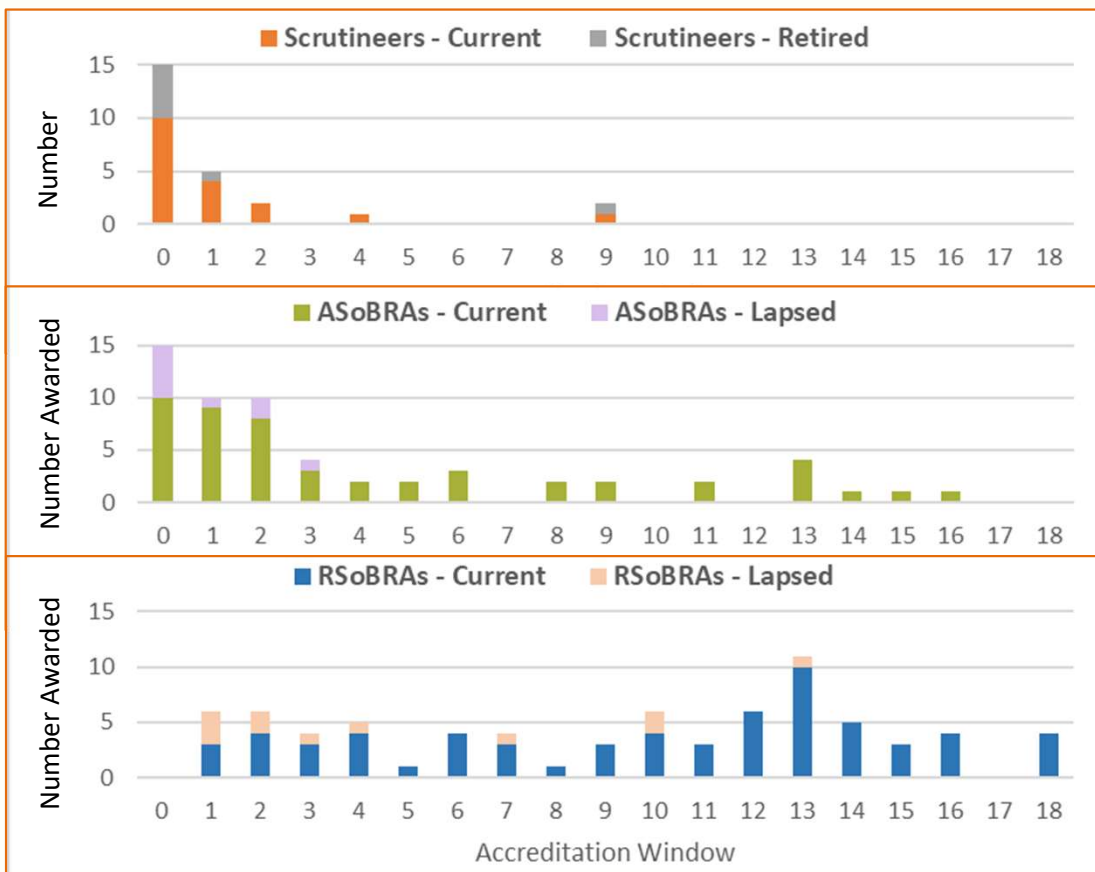
- Scheme started in 2016
- 18 application windows have been completed
- 17 Scrutineers, plus Naomi Earl who offers a mentoring service
- 3 Scrutineers have resigned/retired this year

In 2025:

- Window 17 (February) – 2 applications
- Window 18 (August) – 5 applications
- The following accreditations were awarded:
 - RSoBRA: 4 new, 1 for an additional practice area
 - ASoBRA: no applications

leave blank for video feed

Accreditation Scheme



- Limit of 9 applications per window.
- Most popular applications are combined RSoBRA for **human health and controlled waters/water environment**.
- Out of 17 Scrutineers, 6 have this combination of ASoBRA.
- Try not to ask Scrutineers to assess more than 2 applications per window.
- Try not to call Scrutineers more than once a year.
- **NEED MORE SCRUTINEERS WITH THIS COMBINATION OF ASoBRA.**

leave blank for video feed

Sub-Groups

- Ground Gases, with a radon working group
- NAPL
- Early Careers
- Controlled Waters and Climate Change
- Vapour intrusion ****NEW FOR 2025****

leave blank for video feed

Publications and events

- *Ground Gas Flux* guidance produced by the Ground Gases sub-group, published in February 2025
- Summer Workshop on *Advanced DQRA – Dealing with non-standard risk assessments*
- Winter Conference
- Early careers webinars:
 - *The SoBRA Accreditation Scheme – RSoBRA* (Tom Parker & Hannah White 21/01/25)
 - *Introduction to Coal Mine Gas Risk Assessment and Protection Design* (Amy Juden 18/2/25)
 - *Acute Human Health Risk Assessment* (Becky Whiteley 15/4/25)
 - *PFAS toxicology* (Meera Cush & Jesse Davies 17/06/25)
 - *Contaminant Distribution In Soil* (Barry Mitcheson 30/09/25)
 - *Assessing risks to surface water receptors from land contamination sources* (Helen McMillan & Frances Gregory 25/11/25)
- Thank you to RSK for hosting the webinars.

leave blank for video feed

Bursaries, Scholarships & Research Grants

- University of Greenwich NAPL mobility research grant is paid in full and write-up is being finalised.
- Two research grants awarded in August 2025:
 - *Advanced PFAS transport modelling for groundwater contamination risk assessment* - Cranfield University and Geosyntec. Awarded £25,000.
 - *Early stage NSZD: Evaluation of microbial community response and NAPL degradation and change* – Anthera Remediation Technologies, Geosyntec, Soilfix and Socotec. Awarded £25,000.
- No bursaries or scholarship applications received in 2025.

leave blank for video feed

Other Activities

- Supported a joint Early Careers networking event with IES, RemSoc and Geological Society in Birmingham in June.
- Represented SoBRA on National Brownfield Forum and NQMS steering group meetings.
- Working with CL:AIRE to take over administration of the bi-annual application rounds of the Accreditation Scheme.

leave blank for video feed

Social Media



1,788 followers

<https://www.linkedin.com/company/sobrauk/> -
primary means of social media communication

leave blank for video feed

Financial Report

- 2025-2026 Auditor: Tatiana Cocerva (WSP)
- Bursary: No applications
- Scholarship: No applications
- Research grant: Two awarded, committed spend of £50,000 in 2026

leave blank for video feed

Financial report - summary

FY 1st October 2024 – 30 September 2025 **Draft**

		<u>2024-2025</u>	<u>2023-2024</u>
Opening Balance (at bank close on 30th September)		£19,019.62	£47,586.77
PayPal		£3,873.09	£6,210.31
		<u>2024-2025</u>	<u>2023-2024</u>
Current Balance		£77,197.44	£63,215.65
Cash in bank at end of 30th September		£34,550.93	£19,019.62
Balance on Paypal at end 30th September		£1,082.26	£3,873.09
Balance in Savings Account at end 30th September		£41,564.25	£40,322.94
		£77,197.44	£63,215.65
Liabilities			
Research Grant Bursaries	£50,000.00		
Accreditation Scheme Management (estimate)	£3,500.00		

leave blank for video feed

Financial report – income (draft)

Income						<u>2024-2025</u>	<u>2023/2024</u>
Membership Fees (Not for Profit)						£670.00	£590.00
Membership Fees (Standard)						£10,500.00	£10,690.00
Membership Fees (Accredited)						£4,700.00	£4,725.00
Membership Fees (Accredited - NFP)						£315.00	£280.00
Accreditation Fees						£1,400.00	£2,370.00
Joint December RSC Event (direct payments)						£187.50	£75.00
Joint December RSC Event (50% of profit)						£1,470.02	£1,109.54
Summer Conference Income						£9,149.99	
Lloyds Bank Inconvenience Payments							£50.00
Interest on Savings Account						£1,241.31	£322.94
Total Income						£29,633.82	£20,212.48

leave blank for video feed

Financial report – expenditure (draft)

Expenditure	<u>2024-2025</u>	<u>2023/2024</u>
Refunds	£200.00	£150.00
Paypal Fees	£700.83	£727.22
Website	£5,228.00	£4,963.00
Summer Workshop 2025	£6,929.89	
Christmas Conference	£352.99	£327.20
Insurance	£216.32	£210.85
Scholarship/Bursary		£1,838.00
Scrutineering Expenses	£1,800.00	£2,400.00
Committee Expenses (marketing, travel to meetings)	£174.00	£177.64
Support to Specialist Groups	£50.00	
Total Expenditure	£15,652.03	£10,793.91

leave blank for video feed

Proposed Constitution Amendments

Clause 12. Charity Trustees, Subclause 4(c)

- Current text:

At the first meeting of the year, positions shall be shared out between the Charity Trustees including Chair, Vice Chair, Treasurer, Secretary, Accreditation Coordinator, Accreditation CPD Coordinator, Website Coordinator (see Clause 13 (Appointment of Charity Trustees)).

- Proposed amendments:

At the first meeting of the year, positions shall be shared out between the Charity Trustees including Chair, Vice Chair, Treasurer, Secretary, Accreditation ~~Coordinator, Lead~~, Accreditation CPD Coordinator, ~~Membership and~~ Website Coordinator ~~and Data Protection Officer~~ (see Clause 13 (Appointment of Charity Trustees)).

leave blank for video feed

Constitution Amendments - voting

- Show of hands in the room for adoption of the amendments.
- Online attendees please put in any questions to the 'chat' function if you have queries or comments about the proposed two amendments.
- Online attendees please put a yes / no in the conference 'chat' function to vote (which is only visible to the conference organisers).

leave blank for video feed

Next Year...

- Sub-group publications
- Review past sub-group publications to ensure current / relevant (rolling review)
- Further early career webinars
- Continued industry collaboration
- Winter conference 2026
- Encourage members to actively participate in advocating for and defining the direction of the Society
- Drive to increase the number of Scrutineers
- Encourage uptake of the Accreditation Scheme, particularly for ASoBRA

leave blank for video feed

Thank You

- Chris and Marlene Taylor for running the Accreditation Scheme for the past decade and who are now stepping down
- Accreditation scheme scrutineers
- Sub-group leads and volunteers
- Early Careers webinar presenters
- Speakers the Summer Workshop and today's Winter Conference
- Barry Mitcheson for instigating and helping to deliver the Summer Workshop
- Executive Committee members
- Jo Wilding – outgoing Chair

leave blank for video feed

Date

from 1 October 2024 to 30 September 2025

	<u>2024-2025</u>	<u>2023-2024</u>
Opening / End of 2023/24 Year Balance (at bank close 30/9/24)	£19,019.62	£47,586.77
Paypal	£3,873.09	£6,210.31
Savings Account	£40,322.94	
Income	<u>2024-2025</u>	<u>2023/2024</u>
Membership Fees (Not for Profit)	£670.00	£590.00
Membership Fees (Standard)	£10,550.00	£10,690.00
Membership Fees (Accredited)	£4,700.00	£4,725.00
Membership Fees (Accredited - NFP)	£315.00	£280.00
Accreditation Fees	£1,400.00	£2,370.00
Joint December RSC Event (direct payments)	£187.50	£75.00
Joint December RSC Event (50% of profit)	£1,470.02	£1,109.54
Summer Conference Income	£9,149.99	
Lloyds Bank Inconvenience Payments		£50.00
Interest on Savings Account	£1,241.31	£322.94
Total Income	£29,683.82	£20,212.48
Expenditure	<u>2024-2025</u>	<u>2023/2024</u>
Refunds	£200.00	£150.00
Paypal Fees	£700.83	£727.22
Website	£5,228.00	£4,963.00
Summer Workshop 2025	£6,929.89	
Christmas Conference	£352.99	£327.20
Insurance	£216.32	£210.85
Scholarship/Bursary		£1,838.00
Scrutineering Expenses	£1,800.00	£2,400.00
Committee Expenses (marketing, travel to meetings)	£174.00	£177.64
Support to Specialist Groups	£50.00	
Total Expenditure	£15,652.03	£10,793.91
Current Balance	£77,247.44	£63,215.65
Cash in bank at end 30/9/25	£34,600.93	£19,019.62
Balance on paypal at end 30/9/25	£1,082.26	£3,873.09
Balance in Savings Account at end 30/9/25	£41,564.25	£40,322.94
	£77,247.44	£63,215.65