

SASIG Constitution (as amended June 2024)

MISSION STATEMENT AND TERMS OF REFERENCE FOR THE STRATEGIC AVIATION SPECIAL INTEREST GROUP OF THE LOCAL GOVERNMENT ASSOCIATION

Mission Statement

SASIG proactively contributes to ensure that UK aviation policy is implemented in a manner that reconciles economic, social and environmental issues.
“Advancing sustainable aviation policy on behalf of local communities”

Terms of Reference

- 1 The Strategic Aviation Special Interest Group (SASIG) shall provide the forum within the Local Government Association (LGA) for all local authorities to discuss strategic aviation policies and major aviation issues and advancing sustainable aviation policy on behalf of local communities.
- 2 SASIG will contribute to the work of the LGA in responding to Government and the European Commission on all aviation issues that have a strategic planning, transportation, land use, economic or environmental health dimension. SASIG, where appropriate, will work through and in conjunction with the LGA. SASIG will make representations direct to Government and elsewhere arising directly from the SIG’s special interest. SASIG shall not act in a way that conflicts with or undermines LGA policy as a whole or damages the interests of member authorities.
- 3 SASIG will develop its role and pursue its objectives in accordance with an annual work programme which will be kept under review to ensure consistency with LGA policy and meet with the aspirations of a wider membership.
- 4 SASIG will operate under the following constitution:
 - (i) Each authority in membership is entitled to designate one Member and/or one officer to attend each meeting of the Strategic Aviation Special Interest Group.
 - (ii) Whilst the Strategic Aviation Special Interest Group will seek to work by amicable agreement amongst the authorities, the formal position is that only one person from each member authority is entitled to vote.
 - (iii) There is no objection to additional Members and officers attending meetings to observe and speak with the permission of the Chair.
 - (iv) A Chair’s Advisory Group and Technical Working Groups, with

representatives drawn from around airport locations on the Strategic Aviation Special Interest Group, will be maintained to assist in taking initiatives forward but with no specific executive powers unless so authorised or at times when urgency dictates that responses must be made between meetings.

- (v) A Chair and up to three Vice Chairs will be elected annually to ensure a broad geographical spread of interest.
 - (vi) The role of Honorary President and Honorary Vice President may be filled by an appropriate person.
 - (vii) The Strategic Aviation Special Interest Group shall submit an annual report to the LGA and shall table other reports for LGA meetings as and when necessary.
 - (viii) The Strategic Aviation Special Interest Group shall set an annual subscription rate for membership based on an assessment of its likely annual expenditure on staff, consultants, printing/publicity and other costs. These costs will be apportioned between member authorities on a formula to be agreed.
 - (ix) Authorities joining SASIG in any quarter of the financial year shall pay the relevant proportion of the annual subscription.
 - (x) Authorities shall be advised of the forthcoming subscriptions each autumn for their approval. The absence of a response to the contrary indicates approval.
 - (xi) Authorities resigning from SASIG shall give notice in writing prior to the end of the financial year.
- 5 The Strategic Aviation Special Interest Group will keep its working methods and subscriptions under review with the aim of setting the subscription for all members at the lowest practical level.

Budget Oversight and Control

- 6 A member authority or other approved body will provide financial management services to SASIG according to a protocol approved by all members; this will be designed to ensure that all income and expenditure is controlled and audited in a manner commensurate with the Group's status and compatible with the budget set and approved for the financial year in question.
- 7 The following oversight and control procedures are proposed have been agreed by members as the basis of SASIG's financial management protocol moving forward:
- Secretariat to establish and maintain a bank account for SASIG.
 - Secretariat to be responsible for invoicing members and sponsors and paying bills.
 - A schedule of monthly payments in respect of Northpoint's monthly fee of 1/12th of the annual Secretariat budget allocation to be approved by CAG/SASIG members, with invoiced delegated to Chair or Vice Chair to authorise.

- No other payments to be authorized without the approval of the Chair or, in his absence, a Vice-Chair, or through specific delegation to the Policy Director.
- Claims made by the Chair to be checked by Policy Director and approved by the Vice-Chair.
- Reports on the budget and expenditure to be brought to all CAG and SASIG meetings.
- Trigger levels on projected balances requiring special actions to be agreed.
- Any member to be able to request access to the Group accounts.

Payments

- Regular payments to the Secretariat as outlined above, once authorized can be made by the Chairman and Accounts Manager under the dual signatory arrangements set up for the SASIG bank account.
- Other scheduled payments for IT Services will be paid on a similar basis.
- Non-scheduled orders will be agreed with CAG in accordance with the approved budget or if not in the budget, to be referred to members for approval.
- Payments for items not included in the agreed schedule will need the signature of the chairman and one other elected member of CAG.

Approved: SASIG AGM – 27 June 2024

SASIG Constitution: Policy Principles, Aims & Objectives
Approved: SASIG AGM – 27 June 2024

**POLICY PRINCIPLES, AIMS AND OBJECTIVES OF THE
STRATEGIC AVIATION SPECIAL INTEREST GROUP
OF THE LOCAL GOVERNMENT ASSOCIATION**

SASIG Policy Principles

- i. To give the population of all parts of the UK the social and business opportunities to travel from their nearest airport where feasible.
- ii. To capture, not stifle, the social and economic benefits of aviation using robust and objective evidence.
- iii. To direct aviation growth to locations where it will assist sustainable economic regeneration.
- iv. To minimise adverse impacts – social, economic and environmental – by protecting people and non-transferable habitats.
- v. To offer the aviation industry tough but realistic parameters based upon associated impacts around which to secure growth.
- vi. To ensure that the air transport sector rather than local communities pays the full costs of the impact of growth in air travel and airports.
- vii. To ensure that good quality surface access links are provided to airports, particularly public transport links that create integrated transport hubs and where access to an airport is either likely to or is known to cause congestion issues.
- viii. To promote better point to point air services from regional airports, with sensitive control over relevant impacts, to improve connectivity and help capture wider economic benefits of aviation to local, city and regional economies.
- ix. To work with Government and other bodies to ensure that noise impacts as a result of airport growth, airspace changes and flight path changes on local communities are reduced and mitigated.
- x. To support the coordination and integration of the full spectrum of national policies on issues relating to aviation. This must accord with international and regional policy making and implementation.
- xi. To promote investigation of the economic and environmental impacts of the air freight industry, supporting the development of infrastructure to support the sector where it can most appropriately be accommodated.
- xii. To encourage Governments and the aviation industry to make greater efforts to reduce aviation's impacts on climate change.
- xiii. To instigate and design, in collaboration with external partners, innovative policies and methodologies for identifying, measuring and addressing effectively the noise, health, social infrastructure and wider strategic planning impacts of airport development.

Continued....

SASIG Constitution: Policy Principles, Aims and Objectives
Approved: SASIG AGM – 27 June 2024 (cont.)

SASIG POLICY AIMS AND OBJECTIVES

SASIG strongly urge the Government to bring forward an updated Aviation Policy Framework that:

- Reflects major developments that are likely to have strategic long-term implications for the industry and is recognized as part of the wider policy agenda of the incumbent Government.
- Recognises the wider strategic role that the aviation sector generally, and airports in particular, serve locally, regionally, nationally and internationally¹.
- Defines carefully and in consultation with key stakeholders the parameters used in forecasting of future demand for passenger services, air cargo and other aviation activities, and considers in detail all options for providing capacity to address a range of forecast scenarios, including the possibility of either not meeting, or only providing for, lower levels of demand.
- Acknowledges Local Authority role in the aviation sector as shareholders, land use planning and environmental regulators, community representatives and critical partners in maximizing the industry's local and regional economic benefits including the wider role Local Authorities play with their service provision and regulatory responsibilities as well as regional ambitions.
- Seeks to build operational, cyber and financial resilience to future external shocks and disruptive developments.
- Is based on sound sustainable development principles, but focused on the need to control impacts rather than explicitly the level of aviation activity.
- Sets effective environmental limits for the aviation industry to meet, taking the appropriate form – regulation, charges, taxes, etc.
- Considers and seeks to reduce, mitigate or compensate – as appropriate - for the impact of greenhouse gas emissions, noise and other forms of pollution generated by aviation.
- Embraces the concept of integrated transport provision, including Advanced Air Mobility as it is introduced,
- Adopts an assessment process for aviation developments that explicitly includes all associated costs.
- Improves the assessment of the net economic impact – benefits and disbenefits – of aviation and seeks to optimize its contribution to local and regional economies, employment and skills.
- Sets a clear Route Map and regulatory framework for the introduction of new aviation technologies and addresses the important role of local authorities in their regulation, social license and use.

Continued.....

¹ Not just connectivity provided by commercial passenger traffic, but also freight, blue light operations, special mission, military, pilot training, aircraft testing, aerospace - OEM/MRO/recycling, drones and other forms of Advanced Air Mobility

SASIG DRONE ADVISORY BUREAU POLICY - AIMS AND OBJECTIVES

Aims

To provide an independent source of expertise and advice on the emerging drone and wider Advanced Air Mobility sector, focused on the prospective needs of Local Authorities and the wider local government ecosystem which supports them.

Key Objectives

1. The Drone Advisory Bureau is being established by the Strategic Aviation Special Interest Group (SASIG) to provide a not-for-profit information, advisory and collaborative facility for all local authorities to discuss and benefit from technical, regulatory, operational, environmental, economic and social acceptability aspects of emerging technologies for drones and advanced air mobility.
2. The Drone Advisory Bureau will be a sub-section of SASIG and be administered by SASIG's Secretariat, which has extensive knowledge of the Advanced Air Mobility sector. All local authorities under the auspices of the LGA shall be entitled to join the Drone Advisory Bureau upon payment of a membership subscription, which will be determined annually to reflect the Bureau's not-for-profit status.
3. The Drone Advisory Bureau will also seek funding from collaborative partners and Government sources that does not in conflict with the aims and objectives of the bureau or with the interests of the membership.
4. SASIG will liaise with and contribute to the work of the LGA in responding to Government and other emerging and interested parties on matters in (1) above taking into consideration the needs, wants and information requirements of local authorities.
5. The Drone Advisory Bureau will issue a regular 'bulletin' to member local authorities advising of recent developments in the sector and advising on actions local authorities might like to take. It will also hold meetings/workshops for LAs to discuss the latest legislation, regulation, industry developments and good practice 3 times a year.
6. The Drone Advisory Bureau will operate fully under the established and approved constitution and policy objectives of SASIG and therefore in conformity with the requirements of Special Interest Groups of the LGA.

Originally approved: SASIG Meeting – 20th April 2023