

## ITEM 2: CONSTITUTIONAL MATTERS - ELECTION OF CHAIRMAN & VICE CHAIRMEN AND SASIG CONSTITUTION

### Recommendations

- A That elections be held to fill the roles of Chairman and Vice Chairmen.
- B That the draft Constitution, dated June 2013, be agreed (**Annex A**, pg.5).

### Summary

- 1 As this SASIG meeting is the AGM, the Chairman and Vice Chairmen are to be elected, and the Constitution reviewed.
- 2 Expressions of interest in standing for these electable roles, proposed and seconded, are to be supplied to the SASIG office by Wednesday 26 June 2013.
- 3 The sole change being proposed for the Constitution is the inclusion of increased subscription rates for 2013/14 (discussed in full at Item 5 on the Agenda – ‘SASIG Account & the Future of SASIG’).
- 4 It is anticipated that wording in the SASIG Policy Statement – "SASIG strongly urge that Government address the need for a new national aviation policy..." - may need to be revisited depending upon the outcome of the recommendations of the Airports Commission.

### Chairman and Vice Chairmen

- 5 For the past year the SASIG Chairman has been Cllr Jamie Macrae (Cheshire East Council), and the Vice Chairmen have been Cllr Andrew Bosmans (Doncaster MBC), Cllr Jackie Cheetham (Uttlesford DC) and Cllr John Furey (Surrey County Council).
- 6 SASIG's Honorary President is Richard Worrall, Chairman of SASIG from 1999 to 2008.
- 7 Expressions of interest in standing for the roles of Chairman and Vice Chairmen are invited. A nomination form for this purpose is enclosed with these meeting papers; please return this form to the SASIG office by Wednesday 26 June 2013.

### SASIG Constitution

- 8 The SASIG Constitution (at **Annex A**, pg.5) has been updated to show the membership subscription rates for 2013/14.

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## DRAFT

### Mission Statement and Terms of Reference for the STRATEGIC AVIATION SPECIAL INTEREST GROUP of the Local Government Association

#### Mission Statement

SASIG works to ensure that UK aviation policy is implemented in a manner that reconciles economic, social and environmental issues.

#### 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. It is likely to be of greatest interest to those authorities affected by or interested in a major or regional airport providing a range of domestic and international services.
- 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 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 so as 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 Chairman.

- (iv) A Chairman's Advisory Group and a Technical Officers Group, 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 Chairman and up to three Vice Chairmen will be elected annually to ensure a broad geographical spread of interest.
  - (vi) The role of Honorary 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. The current subscriptions are listed below.
- 6 Surrey County Council will provide financial management services to SASIG and ensure that all income and expenditure is controlled and audited within their normal practices.

### Annual Membership Subscriptions for 2013/14

Districts around regional airports	£900
Districts distant from London airports	£900
Districts close to London airports	£1,800
Unitaries around regional airports	£1,800
Unitaries distant from London airports	£1,800
Unitaries close to London airports	£3,600
Counties around regional airports	£1,800
Counties distant from London airports	£1,800
Counties close to London airports	£5,500