

ITEM 3: MINUTES OF PREVIOUS MEETINGS AND MATTERS ARISING (SASIG MEETING 1 MARCH 2013; CAG MEETING 7 JUNE 2013)

Strategic Aviation Special Interest Group

Minutes of Meeting

Friday 01 March 2013, Local Government House at 11:00

1 Welcome and apologies for absence

Cllr Andrew Bosmans, SASIG Vice-Chairman, explained that due to cancelled and late-running trains the SASIG Chairman, Cllr Jamie Macrae would be unable to attend the meeting, and that Cllr Macrae sends his apologies accordingly.

Cllr Bosmans – taking the Chair - welcomed the group to the meeting and invited apologies from the floor.

The Group welcomed Mark Mason, the new SASIG Information Officer, to the meeting, and Mark gave a brief account of his role.

Colin Stanbury, representing the Local Authorities Aircraft Noise Council (LAANC), introduced himself and gave a brief background to his organisation which operates as a Heathrow-focused Local Authority organisation representing the interests of residents around Heathrow. The objectives of LAANC are to examine all problems arising from the nuisance of aircraft noise, both in-flight and on the ground.

Mr Stanbury explained that LAANC works closely with SASIG and shares a similar membership structure. The two organisations have collaborated on a number of technical projects such as work on night flights.

A list of apologies and those present is attached at **Appendix A** (pg.17).

The Vice-Chairman and the SASIG Director then gave a brief update of on-going work and the programme for the meeting ahead. The Group noted the following:

- *Airports Commission* – The Airports Commission’s work is underway and the Secretariat team would join the meeting for **Item 4**. The SASIG Director had attended a Secretariat-led question and answer session (20 Feb. 2013) and requested details regarding the transparency of the consultation and engagement process. She had received a positive response, and an engagement event for Councillors was being organised for Monday 25 March 2013 - an invitation would be circulated later in March. SASIG was assisting the Secretariat through provision of named contacts at appropriate Local Authorities.

- *Collaboration with Transport for London (TfL)* – At the above-mentioned Secretariat-led question and answer session (20 Feb. 2013), the SASIG Director had been approached by Guy Lavis, External Affairs Lead for the London Mayor's Aviation Work Programme, regarding working with TfL on their engagement with Councils on aviation issues. A subsequent meeting had been held and agreement reached that SASIG would undertake this collaboration.
- *Night-flying* – The Group noted that SASIG has been invited to attend a meeting on 19 March 2013 hosted by the Department for Transport (DfT) with the Civil Aviation Authority (CAA) and the Department for Environment, Food & Rural Affairs (DEFRA) attending. Members of the Chairman's Advisory Group would attend the meeting on behalf of SASIG.
- *Ministerial citation* – The SASIG Director reported that the Group had been cited by Transport Minister Patrick McLaughlin MP, in a letter to Zac Goldsmith MP [Richmond Park], as one of the routes through which the public can express their views on aviation policy to his Department.

Actions

SASIG office to circulate an invitation to Councillors for the Airports Commission Engagement Event to be held on 25 March 2013.

2 **Minutes of previous meetings and matters arising. (SASIG Meeting 25 October 2012; CAG Meeting 8 February 2013)**

The Group considered the Minutes of the previous meeting and attention was drawn to a number of action points:

- Pg. 4 – *Online presence* – The SASIG Director informed the Group that work was ongoing to establish a virtuous circle of traffic and information between the SASIG website, member Authorities' websites and the Knowledge Hub (networking and information-sharing website facility supplied by the LGA).
- Pg. 6 – *Nationally Significant Infrastructure Projects (NSIPs) consultation* – The Group was encouraged to submit their responses to this consultation to the SASIG office for information.
- Pg. 7 – *Community Infrastructure Levy (CIL)* – The SASIG Director has spoken to colleagues in the LGA to ascertain if the clauses within the Growth and Infrastructure Bill relating to CIL could affect the interests of the Group. She had been informed that they relate primarily to affordable homes and do not impact SASIG directly. The LGA's position on the Bill is set out at: http://www.local.gov.uk/web/quest/briefings-and-responses/-/journal_content/56/10171/3761956/ARTICLE-TEMPLATE
- Pg. 8 – *SASIG Account 2012-13 to Date and 2013-14 Outlook* – The SASIG Director reported that she had submitted a tender to provide technical advice to the London Assembly in support of their aviation inquiry, however, this tender has unfortunately not been successful. The winning bidder was York Aviation.

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- Pg. 8 - *SASIG Account 2012-13 to Date and 2013-14 Outlook* – SASIG is not eligible to apply for grant funds directed at registered charities, and therefore the suggested approach for funding from the Esmee Fairbairn foundation will not be pursued.

Decision

The Minutes of the previous SASIG and CAG meetings were **agreed** by the Group as correct records.

Actions

None

3 SASIG Finance & Membership Services Report – to date & future outlook

The acting Chair began this item by explaining that for some time there has been concern regarding a reduction in the number of membership Authorities and as a result SASIG has been investigating a number of funding options with the aim of ensuring the long-term viability of the Group. He reiterated the strengths of the Group as a forum which can harness a wide geographical range of knowledge and experience, and which is able to provide a unified Local Government view to Government policymakers and reviews, such as Sir Howard Davies' Airports Commission.

The acting Chair then introduced Vincent O'Connell, EU Project Co-ordinator at Surrey County Council, who had been invited to the meeting following conversations with the Chairman's Advisory Group and Chairman to explore how SASIG could potentially access EU funds.

Mr O'Connell explained that a successful bid for EU funds can give structure to medium-term financial planning for an organisation such as SASIG and can also be a very good way to develop the profile of the organisation.

A number of EU funding streams could possibly be drawn upon when developing and submitting a cogent bid for funding.

Mr O'Connell also stressed that the process was lengthy – typically it will take up to 6 months to prepare a bid and a similar amount of time to receive approval, followed by 2/3 years of implementation as a minimum. Throughout this time considerable officer resource must be invested to make the project viable and then successful in the implementation phase. As such the EU funding route does not offer any short-term quick-fix for funding issues.

If successful, SASIG would have to work transnationally, alongside two or more organisations from other EU countries as either a lead or junior partner on the project.

In the ensuing discussion a number of points were made, as follows:

- *Possible areas of focus for a bid for funding* – members of the Group highlighted public perceptions of noise as a possible area where SASIG could undertake a project.
- *Size of the undertaking* – several members of the Group reiterated Mr O’Connell’s point by stressing the fact that SASIG would require dedicated officer support and resources to prepare and submit a bid, including travel costs. This should not be underestimated.
- *Role of SASIG within any bid* – Mr O’Connell explained that SASIG must be a project partner in order to receive funding, and therefore would have to decide whether or not it sought a role as a project manager (more control and more responsibility) or would be more suited to a role as a junior partner at first.
- *Existing support available* – The regional offices in Brussels was highlighted as a resource which could provide expertise in identifying possible partner organisations and assist with the bidding process. Other members of the Group also highlighted Civinet UK as a source of practical advice, and contributed their own experiences of bidding for EU funding undertaken by their Authorities, in connection with aviation-related work.
- *Importance of engaging with stakeholders* – It was stressed that for a bid to be successful, face-to-face meetings to establish a clear understanding of your partners’ goals and motivations were essential. Furthermore establishing a good relationship with the EU Commissioners, Members of the European Parliament (MEPs) and institutions such as the Committee of the Regions (CoR) would be essential.
- *Next steps* – Mr O’Connell explained that SASIG could begin by looking to address an aviation-related problem shared by Local Authorities in Europe and then identifying which organisations are already engaging on these issues.

The acting Chair then reiterated that the proposals sought to provide a way forward for the long-term sustainability of the group.

The Groups was supportive of continued work in this area.

The Group then discussed the immediate funding issues.

The acting Chair began the discussion by asking the Group to provide an indication of their commitment to SASIG by undertaking to pay their 2013-14 membership fees.

There were strong expressions of support from several representatives, who emphasised the value for money they felt the Group provides and support for the expertise provided to member Authorities.

Other comments included the need to emphasise the benefits of SASIG membership to the existing membership in order to better retain their membership, and also a suggestion to approach Councils currently out of membership with the SASIG 'offer'. Members of the Group stressed that the onus was on Councillors to make the case for SASIG membership amongst their colleagues.

A further suggestion was that SASIG could charge Local Authorities for small-scale, focused work and advice on a case-by-case basis.

This item was revisited later in the meeting and the following recommendation was proposed:

“that the draft full year budget for 2013/14 be approved subject to the existing membership agreeing to cover any shortfall arising from the non-achievement of new membership.”

This proposal was discussed by the Group, who noted that each Authority's choice to remain in membership was for determination at the local level in discussion with relevant colleagues. Therefore few of the Group were able to commit at the meeting itself to such an undertaking.

It was highlighted that in the absence of new member Authorities joining the group, existing subscriptions may have to rise in the order of 50 per cent for remaining Authorities.

Given the current policy discussions on aviation both within Government and elsewhere, Members of the Group felt strongly that there remained a need for a group such as SASIG and that the Group should be more specific in selling itself as a necessary forum to facilitate high-quality work representing Local Authorities to the Government and Airports Commission over the next 12 months. It was noted that the Group's strength was its national reach and role.

Decisions

- 1) The group **agreed** that SASIG pursue the targeted programme of recruiting new Authorities into SASIG membership.
- 2) The group **agreed** that SASIG pursue European funding in order to relieve pressure on the Local Authority membership as the sole income source; secure funding over a longer-term than the current annual basis; and provide the group with a clear work programme for the medium- to long-term. This would be on the basis that the SASIG office leads on bid preparation and submission, with support from the SASIG membership.

Actions

The group **agreed** to actively target recruitment of new Authorities into SASIG membership.

The group **agreed** that SASIG pursue European funding in order to relieve pressure on the Local Authority membership as the sole income source; secure funding over a longer-term than the current annual basis; and provide the group with a clear work programme for the medium- to long-term.

This would be on the basis that the **SASIG office leads** on bid preparation and submission, with **support from the SASIG membership**.

SASIG Director to circulate a revised table of subscriptions based on the latest membership data, and a projection of how long this funding will last.

4 Airports Commission Secretariat - presentation & discussion

The acting Chair introduced Philip Graham, Head of Airports Commission Secretariat and David Elvy, Head of Communications, Airports Commission Secretariat, who gave a presentation on the remit, forward plan and on-going work of the Commission.

Key points of the presentation are summarised briefly below:

- The Commission is an Independent Commission appointed by Government and chaired by Sir Howard Davies.
- Remit is “to identify and recommend to government options for maintaining the UK’s status as a global aviation hub”
- Final Report to Government by summer 2015
- Interim Report to Government by end December 2013
- Two phases – Phase 1 will examine the scale and timing of any requirement for additional capacity; Phase 2 - identify and evaluate how any need for additional capacity should be met in the short, medium and long term;
- The Commission intends to publish a series of discussion papers on topics seeking stakeholder responses to develop the evidence base over the next few months
- Key dates are as follows:
 - **Phase 1 - Proposals to optimise use of existing airports and runways –**
Deadline for ideas and evidence - 17 May 2013
 - **Phase 2 – Solutions for long-term capacity**
February 2013 – Expressions of Intent.
15 March 2013 – Suggestions for sifting criteria.
19 July 2013 – Outline proposals.

In discussion the following points were raised:

- *Binding recommendations* - Officers from the Airports Commission clarified that any future Government would not be bound by the recommendations of the Commission, and that the Commission would not give its final recommendation until after the election.
- *Fair balance of interests* - The Group questioned whether or not the Commission will be able to adequately balance the interests of the Government, the public and the airport operators/airlines. In response the Airports Commission Secretariat stated that the Commission is third party and independent and will assess need and identify a solution based on the national interest as a whole.
- *Timescales of the Commission* - The Group queried the timings for publication of the un-sifted outline proposals given that Phase 1 of the Commission (to examine the scale and timing of any requirement for additional capacity) will not have been completed by that point. Furthermore, publishing of outline proposals without the prior establishment of that capacity being required could make it very difficult for Councils to put forward their reactions to the proposals to their communities. In response, the Airports Commission Secretariat admitted that in an ideal world the two processes would run consecutively, but due to the tight timescales of the report this was not possible.
- *Weighting of factors* - It was confirmed that the Commission will weight varying factors (e.g. environmental; commercial) as it sees fit, in an independent manner. This weighting has not been pre-determined.
- *Hub status* – Some of the Group felt that ‘hub’ airports (as commonly conceived) delivered very little direct benefit to local people. The Commission replied that their remit was to look at the UK’s position as an international aviation hub – which was not necessarily equivalent to having a ‘hub’ airport.
- *Operational Freedoms and night flights* - It was also confirmed that the Commission will wish to take the existing Operational Freedoms trials at Heathrow and the outcome of the forthcoming night flying consultation into account when making its recommendations. In terms of timescales, there is a good fit between the publishing of the recommendations from the Operational Freedoms trial, so these will be taken into account. The initial findings of the night noise regime consultation will be considered by the Commission, but the Department for Transport will be responsible for putting forward proposals for phase two of that consultation. Discussions between the Department for Transport and the Commission will continue to ensure that the lessons from phase two of the night noise regime consultation are incorporated into the Commission’s work.
- *Scenario planning* - In response to questions relating to scenario planning for factors such as peak oil and amended carbon reduction targets, the Commission Secretariat acknowledged that some sort of scenario planning would be necessary.
- *Composition of the Expert Panel* – It was confirmed that the Expert Panel will consist of a group of individuals with particular knowledge who can provide challenge to the Commission on certain issues as their findings take shape. They will act as a pool of experts for quality assurance. The Panel will include experts on noise, aviation, transport economics, climate change, air quality and habitats.

- *A need to address operational efficiencies and productivity* – The Commission Secretariat assured the Group that issues such as operating costs and building costs will be addressed in phase two of the Commission’s work programmes.
- *Oral evidence* – It was confirmed that there would be a programme of oral evidence sessions at a later date. The Group also asked if Local Authorities would have the ability to cross-examine evidence; the Secretariat explained that the format of the oral evidence sessions had not yet been decided.
- *Form of the final and interim recommendations* – Officers of the Commission acknowledged that the final form of the recommendations (lists of options / list of preferences) had not been decided at that time.
- *Site visits* – It was confirmed that there would be a programme of site visits and several amongst the Group offered to host a visit.
- *Overlap with the aviation policy review* - The Commission will not publish its assessment criteria until after that review is published so their thinking will be in keeping with the review’s findings.
- *Assessment of outline proposals* – The Commission Secretariat confirmed it will assess outline proposals based on the assessment guidance to be published in April and also on public feedback received.
- *Mechanisms for on-going engagement with Local Authorities* – Officers of the Commission assured the Group that Local Authorities will be given the opportunity to engage at every milestone within the process, and that the Commission would keep the importance of engaging with Local Government in the forefront. Additionally work was underway with the SASIG Director to arrange a special one-off event between Local Authorities and the Commission.
- Local Authorities were encouraged to submit any papers which give background studies, position papers or other work (which is not an expression of interest to submit an outline proposal) at any time during the process and these would be fed into the Commission’s work.
- *Timetables for publication of the discussion papers* – It was confirmed that the discussion papers would be published at a rate of 1 every month up to June 2013. The next would focus on Connectivity and would be issued in March. The publication of each will be highlighted via the internet and twitter.
- *Surface Access* – The Group emphasised the importance of surface access for the SASIG membership – an issue which often receives less attention in aviation discourse. They were assured that surface access would be addressed by the Commission and dialogue was underway between the Commission and the Department for Transport.
- *Consultation on outline proposals and at later stages* – The Group suggested that the Commission require those who were proposing a solution to undertake consultation with the public as part of the assessment criteria, to ensure that the public are consulted pro-actively at an early stage. This was supported by the Group.

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In response the Commission Secretariat stated that the suggested approach could be taken into consideration and that the Commission was still considering how to undertake engagement following the 19 July deadline for submissions of outline proposals. The assessment would not simply involve engagement with the local population but also testing of key assumptions behind each proposal.

Decision

The Minutes of the previous SASIG and CAG meetings were agreed by the group as correct records.

Actions

See the Minute for **Item 7** below.

5 'politics.co.uk' – presentation and discussion

The Group received a presentation from Politics.co.uk, with whom SASIG currently hold a mini-site. The presentation explored the web presence of SASIG and the option of commissioning Politics.co.uk to film a short video explaining the Group's purpose, membership and current areas of work. The video would then be hosted on www.politics.co.uk, and copyright would be transferred to SASIG for future use in a variety of scenarios. The Group was offered a discount on the standard price by virtue of being an existing customer.

The Group were supportive of the idea of commissioning a video in principle as a potentially effective method of raising SASIG's profile and sharing its work.

Decision

The group **noted** the presentation by politics.co.uk

6 Night flying restrictions consultation

The SASIG Director briefly summarised the paper and added that SASIG would be represented at a cross-departmental technical officer working group on the night flying restrictions, to be held on 19 March - representatives were invited to attend.

Decision

That the group **submit a response** to the night flying restrictions consultation, in accordance with the Department for Transport's deadline of 22 April 2013.

7 National aviation policy development

The SASIG Director gave an update on some of the areas set out in the report, noting that even if the Group did not submit a response to the Commission's initial deadline (13 May), then it must feed into the Commission's work in a systematic way, and urged the Group to keep the SASIG office aware of their submissions.

Regarding aviation demand forecasts, the SASIG Director was working with the Transport Statistics Users Group to ensure the Commission receive accurate statistical data, with SASIG feeding in policy input and an end-user perspective to give a rounded feel to the submission. It was confirmed that the DfT has reviewed the fundamentals of the demand forecasting model.

Particular issues that the response should include which were highlighted by the Group including surface access issues, the importance of supporting infrastructure, compatibility of proposals with Local Authorities' Local Plans / LEP plans, and the impact of aviation on business operations in the locality of airports.

Decisions

The group **agreed that SASIG submit to the Airports Commission**, in accordance with the deadline of 15 March 2013:

- 1) suggestions for sifting criteria to identify long-term options that merit more detailed consideration, to be used in developing the Airports Commission's interim report;
- 2) comments and evidence to inform development of the Commission's approach to forecasting future patterns of demand for air travel; and
- 3) evidence and ideas on making the best use of existing capacity in the short- and medium-term.

8 Any other business

No other items of business were raised.

9 Dates for future meetings

Chairman's Advisory Group (CAG)

TBC
TBC
TBC

SASIG

Friday, 28 Jun 2013
Friday, 25 October 2013
Friday, 7 March 2014

10 Close

Appendix A

Strategic Aviation Special Interest Group, Friday 1 March 2013

Attendance & apologies lists

Present	Authority
Cllr Nigel Shaw	Broadland DC
Rachel Cordery	Crawley BC
Cllr Andrew Bosmans	Doncaster MBC, SASIG Vice-Chairman (in the Chair)
Stephen King	Doncaster MBC
Cllr Mike Carver	East Hertfordshire DC
Zhanine Oates	Essex CC
Paul Donovan	Hertfordshire CC
Cllr Ian Reay	Hertfordshire CC
Cllr Colin Ellar	Hounslow LB
Rob Gibson	Hounslow LB
Colin Stanbury	LAANC Local Authorities Aircraft Noise Council
Wendy Rousell	Luton BC
Daniel Wilson	Slough BC
Paul Mathieson	Southend BC
Sue Janota	Surrey CC
Vincent O'Connell	Surrey CC
John Coates	Richmond LB
Cllr Stephen Speak	Richmond LB
Steve Bailey	Uttlesford DC
Cllr Jackie Cheetham	Uttlesford DC
Andrew Taylor	Uttlesford DC
Cllr John Lenton	Windsor and Maidenhead RB
Chris Nash	Windsor and Maidenhead RB
Phil Graham	Airports Commission Secretariat
David Elvy	Airports Commission Secretariat
Nathan Coyne	Politics.co.uk
Louise McCudden	Politics.co.uk
Anna Mahoney	SASIG Director
Mark Mason	SASIG Information Officer
Liam Paul	LGA Member's Services



STRATEGIC AVIATION SPECIAL INTEREST GROUP
of the Local Government Association

SASIG Meeting

Item 3

28 June 2013

Apologies	Authority
Richard Worrall	SASIG Honorary President
Cllr Jamie Macrae	Cheshire East Council, SASIG Chairman
Cllr Andrew Gibson	Hampshire CC
Aileen Carlisle	Hillingdon LB
Cllr Iain Murdoch	Mole Valley DC
Cllr Marion Rough	Spelthorne BC
Cllr Dorothy Ross-Tomlin	Surrey CC
Cllr John Furey	Surrey CC
Cllr Kenneth Harwood	Tandridge DC
Cllr David Sleight	Wokingham BC

NOTES OF THE CHAIRMAN'S ADVISORY GROUP (CAG) MEETING HELD 7 JUNE 2013

Attendees:	Cllr Jamie Macrae – SASIG Chairman	(Cheshire East Council)
	Cllr Andrew Bosmans - SASIG Vice-Chairman	(Doncaster MBC)
	Cllr Jackie Cheetham – SASIG Vice-Chairman	(Uttlesford DC)
	Cllr Nigel Shaw	(Broadland DC)
	Steve Bailes	(Uttlesford DC)
	Rob Gibson	(LB Hounslow)
	Wendy Rousell	(Luton BC)
	Anna Mahoney	SASIG Director
	Mark Mason	SASIG Information Officer

ITEM 1: Apologies for absence

- 1 Apologies for absence were received from:
Cllr John Furey – SASIG Vice-Chairman (Surrey CC)

ITEM 2: Notes & Minutes of Previous Meetings, and Matters Arising (SASIG Meeting 1 March 2013)

Decisions

- 2 Minutes from the previous SASIG meeting, 1 March 2013, were **agreed**.

ITEM 3: National Aviation Policy Update.

- 3 There was a discussion about the four reports which have already sent out by the Airports Commission for consultation. It was **noted** that SASIG has until 19 July 2013 to make further submissions to the Airports Commission.
- 4 There was a discussion about the current focus of the Airports Commission and particularly how expansion issues relate to the entire country.

Decision

- 5 CAG **noted** the report.

Actions

- 6 SASIG Office Team to set up a meeting between Simon Burns MP, Minister of State for Transport responsible for aviation, and the SASIG Chair and three Vice-Chairs.
- 7 SASIG Office Team to draft a submission to the Airports Commission setting out the 'key issues' the Commission must consider.

- 8 SASIG Office Team to draft a letter to major national newspapers outlining the SASIG position on airport expansion.
- 9 SASIG Office Team to draft a press release to national & regional media, to be distributed through the value for money, user-friendly, electronic facility provided in the DeHavilland system for this purpose.

ITEM 4: SASIG ACCOUNT & THE FUTURE OF SASIG

- 10 CAG discussed the proposed 2013/14 budget in terms of potential cost savings, how SASIG might look under a new funding model, and the nature of SASIG's relationship with the Local Government Association.
- 11 CAG **agreed** the need to devise new strategies for developing the SASIG membership.
- 12 There was a discussion about a new Task Group drawn from SASIG membership which would support SASIG business. CAG felt that any new group should be drawn from across the membership, and that it should incorporate those with experience of issues such as networking, marketing and project approval. CAG **agreed** that the new Task Group should meet within a month of being established.

Decisions

- 13 CAG **approved** the 2012-13 SASIG account out-turn report.
- 14 CAG **agreed** that a 2013-14 SASIG Budget be approved on the following basis:
 - 1 That 2013/14 subscriptions be set to meet the imminent funding gap.
 - 2 That an active Task Group drawn from the SASIG membership be set up to:
 - (i) market SASIG and increase the size of the SASIG membership; and
 - (ii) support project approval for funding bids (financial approval, technical expertise and incorporation of partners).
 - 3 CAG **agreed** that account summaries be supplied to the Chairman and Vice Chairmen in order for adjusting action to be taken as appropriate. This is required to support a flexible and rapidly responsive business model during the transition phase towards the new funding model, requiring clear direction on a regular monthly basis.
- 15 The Chairman & Vice Chairmen **agreed** to advise of necessary action should there been an absence of increased subscriptions from the existing membership this year.

- 16 CAG **agreed** that Local Authorities joining SASIG in the current financial year do so under the same fee structure as proposed for the existing membership. This should be at the rate for a full year, with a discount being offered for 2014/15 membership.

Actions

- 17 SASIG membership to continue dialogue with neighbouring Local Authorities about the benefits of joining the group.
- 18 SASIG office to continue networking with Local Authorities to attract them into the group, targeting in particular those involved in the regional engagement events SASIG is working on with Transport for London.
- 19 SASIG Office Team to supply to the SASIG membership a promotional presentation about SASIG for their use with attracting additional Authorities.
- 20 SASIG Office Team to write a Terms of Reference for the SASIG Task Group drawn from the SASIG membership, to be circulated at the next SASIG meeting.
- 21 SASIG Office Team to continue developing potential options for new a funding model.
- 22 SASIG Office Team to apply rates for Local Authorities joining SASIG in the current financial year using the same fee structure as proposed for the existing membership. This should be at the rate for a full year, with a discount being offered for 2014/15 membership.

ITEM 5: SASIG submission to Airports Commission – ‘Assessment Criteria’ (submitted 15 March 2013).

- 23 CAG **noted** the report.

ITEM 6: SASIG Annual Report to LGA Executive – 2012/13. (submitted 2 May 2013).

- 24 CAG **noted** the report.



STRATEGIC AVIATION SPECIAL INTEREST GROUP
of the Local Government Association

ITEM 7: Any Other Business

Actions

- 25 SASIG Office Team to circulate dates, times and venues for the SASIG/TfL Regional Engagement events to SASIG membership.
- 26 SASIG Office Team to extend an invitation to representatives of CAG for the SASIG Task Group Meeting to be held on the afternoon after the SASIG AGM on 28 June 2013.

ITEM 8: Dates for future meetings:-

CAG meetings	SASIG meetings
~~~~~	Friday 28 June 2013
Friday 4 October 2013	Friday 25 October 2013
Friday 14 February 2014	Friday 7 March 2014

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