

# DRAFT

## **Mission Statement and Terms of Reference for the AVIATION FORUM of the Royal Borough of Windsor and Maidenhead**

### **MISSION STATEMENT**

*The AVIATION FORUM is committed to providing community leadership to local communities within the Royal Borough by representing local views at national and regional government levels on the economic, social and environmental impacts and concerns arising from activities associated with aviation, particularly those related to Heathrow Airport.*

### **TERMS OF REFERENCE**

1. The Aviation Forum (The Forum) shall provide a proactive forum on behalf of the Council of the Royal Borough of Windsor and Maidenhead to discuss, advise, co-ordinate and provide community leadership on strategic aviation policies and major aviation issues, with particular emphasis on activities related to Heathrow Airport.
2. The Forum will report to the Council's Sustainability Panel on any issues likely to impact upon Council Policy or interest, particularly those matters that may result in a change of Policy that require a Cabinet decision. It will be for the Sustainability Panel to make any recommendation to Cabinet.
3. The Forum will contribute to the work of the Council in responding to Government and other aviation-related bodies and agencies on all aviation issues that have a strategic planning, transportation, land use, sustainability or environmental health dimension.
4. The Forum will provide assistance and advice to the Council on the development and implementation of relevant policies and guidance including responses to proposals arising out of the development of the national aviation strategy.
5. The Forum shall not act in a way that conflicts with or undermines the Royal Borough's policies as a whole or damages the interests of its local communities.
6. The Forum 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 Council policies, strategies and community aspirations.
7. The annual work programme of The Forum will be submitted to an annual meeting of the Sustainability Panel for the purposes of agreement and performance reporting and monitoring; or at such frequencies or for the purposes of reporting on specific issues as requested or directed by the Panel.
8. The Chairman may request representatives on The Forum to form Technical Working groups for the purposes of researching and investigating specific aviation-related matters with a view to providing advice to The Forum and the Council.

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9. The Forum will maintain close links with other aviation-interest groups such as:
  - 2M Group
  - Strategic Aviation Special Interest Group (SASIG)
  - Local Authority Aircraft Noise Council (LAANC)
  - Heathrow Airport Consultative Committee (HACC)
  - Air Noise Working Group (Officer technical group)
10. Agenda items for discussion at The Forum meetings will be agreed in advance with the Chairman. In any event Members and Officers formally representing the Borough on relevant outside bodies shall communicate and/or provide The Forum with relevant updates and briefings as deemed necessary.
11. The Chairman will, in consultation with The Forum members, identify material and items suitable for recommending as a press release to be issued on behalf of the Council.

Membership - 6

(4 Conservatives, 1 Liberal Democrat and 1 Old Windsor Residents' and Ratepayers' Association)