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Utility Arboriculture Group

Terms of Reference Version 2 – April 2006

Purpose

The purpose of the Utility Arboriculture Group (UAG) is to champion the development and maintenance of a safe and sustainable utility arboriculture industry through the establishment of unified and nationally recognised tree care and safety standards accepted by all stakeholders.

The UAG is outward looking and strives to serve the wider public benefit and to form and maintain links with relevant organisations such as HSE, ENA, NPTC, Lantra SSC etc.

Scope

Arboricultural works for electrical distribution, overhead telecommunication and rail companies.

Structure

The UAG is a sub group of the Arboricultural Association's Professional Committee.

Core Group Membership and Democracy

The Core Group (CG) of between 4 and 12 members are appointed by the Professional Committee (PC) and meet on a regular basis. The CG must all be AA members and include a Chair-person and a Secretary. At least one member of the CG must be a member of the PC who is responsible for reporting progress of the CG to the PC. The Secretary is responsible for all of the administration for the CG. CG members are not paid for their service to the CG, meet their own expenses and host venues for meetings.

Invitations for self nomination for seats on the CG are made in the next available AA Newsletter and via email to the Virtual Group (see below). Nominees must provide a short CV to the CG Secretary by email. CVs will be circulated to CG members who will agree the CG's recommendation either electronically or at their next meeting. The CG's recommendation along with the names of all nominees and the results of any vote are then presented to PC by the CG's PC representative.

The term of office for CG members is 4 years except for the four years following establishment of the UAG (November 2004) when one quarter of the CG must retire in year 1, one quarter in year 2 and so on. If there are no voluntary retirees then retirement will be determined by lot. Retiring members may stand for re-election immediately.

The CG may co-opt additional members to the CG taking the total number above 12 when necessary. Co-opted members only hold office until the CG meeting immediately following the AA's AGM.

At the first meeting of the UAG following the AA's AGM the UAG will elect a Chairman and Secretary from its number.

Wider Group Membership

There is a wider virtual membership open to all. Anyone can become a member of the Virtual Group (VG) by supplying an email address to the Secretary.

Communication

Papers and reports of meetings are circulated to all virtual members by email. Comment and input from virtual members should generally be made by email. The UAG has a page on the AA web site and a regular column in the AA Newsletter; the UAG is responsible for supplying material (text, diagrams and photographs) a minimum of six weeks in advance of distribution dates. Formal comment made by the UAG is made via the PC or the Director.