



LONDON DRAINAGE ENGINEERS GROUP – (LoDEG)

CONSTITUTION AND RULES

1. TITLE

- 1.1. The body shall be known as LoDEG (derived from London Drainage Engineers Group).

2. OBJECTIVES

- 2.1. Act in an advisory capacity to the London Technical Advisors Group (LoTAG - Group 2 - Infrastructure) on any matters of drainage engineering and/or flood risk with the objective of promoting best practice within the Engineering Community.
- 2.2. Respond to specific requirements from LoTAG in carrying out their role as advisor to other associations or bodies.
- 2.3. Promote and discuss any matter of mutual interest especially within a drainage engineering or flood risk subject area.
- 2.4. Encourage and facilitate the exchange of information and experience of drainage, flood risk and related engineering matters.

3. FUNCTIONS

- 3.1. The Executive Committee shall carry out the overall management and control of LoDEG. The Chairman of the Executive Committee shall be the coordinator through whom LoDEG operates and to whom reference is made on all matters affecting the management and control of LoDEG.
- 3.2. In pursuance of such management and control, the constituent Boroughs will be divided into seven areas commensurate with the Drain London Partnership groups:

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North East, South East, North West, South West, Lower Lee, Central North and Central South. A representative of each area shall be a member of the Executive Committee.

- 3.3. The functions of the group shall be executed by any one member or number of members organised in such a manner as may be agreed from time to time by, and under the general management and control of LoDEG.

4. MEMBERSHIP

General Membership

- 4.1. Membership of LoDEG is extended to the Senior Drainage Engineer or equivalent of each Borough in London, authorised to act on behalf of their respective employers in matters of management, maintenance, engineering, construction, repair of drainage infrastructure or with responsibilities in the management and dispersement of Lead Local Flood Authority duties and responsibilities, as specified in the Flood and Water Management Act 2010.
- 4.2. There shall be only one representative of each Borough who shall be the named member in whom full voting rights exist. Where a Borough employs a consultant to manages its drainage or food risk it may be appropriate for the consultant to be the LoDEG member for that authority at a meeting. However full voting rights shall not be invested unless agreed by the area concerned.
- 4.3. In addition, organisations may nominate Associate Members who shall enjoy the benefits of full membership, with the exception of any voting rights unless previously nominated to deputise in the case of the Members inability to attend.
- 4.4. The partnership representative will be elected by that partnership area and they will go forward to sit on the Executive Committee. Elections should take place in each partnership every two years to re-select or appoint a new representative.

Membership of the Executive Committee

- 4.5. The Executive Committee shall comprise of a Chairman, Vice-Chairman, Secretary, Treasurer and representatives from any of the seven partnerships that are not covered by the Executive Committee. In addition, the Executive Committee may nominate other LoDEG members to attend Executive meetings as appropriate.

LoDEG Working Parties

- 4.6. Working parties may operate under the general management of the Executive Committee. Membership of these groups shall be in accordance with the directions set out by the Executive Committee and required to provide regular reports.

5. ELECTION OF EXECUTIVE COMMITTEE MEMBERS

- 5.1. The Elections for the Executive Committee posts of Chairman, Vice Chairman, Secretary and Treasurer shall be held every two years at the appropriate General Meeting. The Chairman may only remain in post for four years unless the Membership decrees otherwise.

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- 5.2. Elections for the post of Partnership Representative shall be held every two years within the membership of the appropriate Partnership area.

6. CO-OPTION

- 6.1. LoDEG may advise from time to time on the need for co-opting members to LoDEG committees or working parties. Such appointments shall be subject to the confirmation of the Executive Committee. Such co-option(s) shall proceed for the specific purpose(s) identified and be subject to annual renewal. Co-opted members will not be voting members of the group to which they are appointed unless allowed to do so by the Executive Committee.

7. LIAISON WITH OTHER GROUPS

- 7.1. The Chairman of LoDEG shall act as the Liaison Officer with LoTAG. The Chairman or a nominated deputy will attend all LoTAG Group 2 Meetings and present a summary report of LoDEG's progress over the period between meetings.
- 7.2. The Chairman will reside on the Drain London Board to represent the interests of the London LLFAs. The Chairman will provide a summary of the discussions from each board meeting and canvas the views of the membership prior to each meeting to ensure that the views of the LLFAs are voiced.
- 7.3. An elected member of the Executive Committee will act as a liaison with the Thames Regional Flood and Coastal Committee (TRFCC). This member will be required to report back to all members with a summary of each TRFCC meeting (Full and Sub-Committee).

8. SUBSCRIPTIONS

- 8.1. A subscription shall be payable for membership of LoDEG on an annual basis at a level determined by the Executive Committee. Accounts for the activities of LoDEG shall be produced and subject to audit on an annual basis for presentation by the Treasurer at the AGM. Any expenses incurred by the Treasurer in producing the accounts should be found from the LoDEG account.
- 8.2. Any amendment to the cost of subscription will be subject to approval of the membership.
- 8.3. Intellectual Property Rights: LoDEG shall hold the intellectual property rights of all its published materials and project outputs, subject to payment to any third party involved in the production of said work, unless specific exceptions are made. Any exception requested will be subject to approval of the membership.

9. MEETINGS

General Meetings

- 9.1. A minimum of three full LoDEG membership meetings shall be convened each calendar year at a place and time determined by the Executive Committee.

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Executive Committee Meetings

- 9.2. The Executive Committee shall meet every three months. The Secretary will record proceedings and distribute minutes to all members of the Executive Committee.
- 9.3. The Chairman will represent LoDEG at all LoTAG Group 2 Meetings for which they will prepare an update report for the LoTAG Committee. In the event that the Chairman is unable to attend then they shall nominate a deputy to attend instead.

Special Meetings

- 9.4. Special meetings may be held as required at the discretion of the Chairman of LoDEG.

Working Parties

- 9.5. Individual working parties shall meet at appropriate intervals according to the needs of the group.

10. AGENDAS AND RECORDS

- 10.1. The Secretary shall be responsible for and distributing agendas to the membership of LoDEG for the General Meetings and Executive Committee Meetings. Such agendas will identify matters directly initiated or referred to them for analysis and commentary. The Secretary will also be responsible for recording the conclusions and recommendations of LoDEG.

11. VOTING

- 11.1. In the event that it is necessary for motion by members, every motion or amendment which is in order shall be put to the meeting and determined by ballot or show of hands.
- 11.2. The Chairman shall vote in the first instance and in the event of equal voting shall be given an additional casting vote.
- 11.3. The Chairman will declare the numbers voting for and against the motion or amendment and shall declare the result which shall be recorded.

12. ALTERATION TO THE CONSTITUTION AND RULES

- 12.1. The Rules and Constitution shall be subject to periodic review by the Executive Committee who will submit their proposals to a General Meeting of LoDEG. The acceptance of any amended document will be decided by the vote of the membership present and will be subject to the subsequent approval of LoTAG Group 2.
- 12.2. This Revision to the LoDEG Constitution is dated 24 February 2017.