

Community Trust – Recommended Terms of Reference DRAFT FOR UDC DISCUSSION**Trustees & Governance**

- Chair to be appointed from the Trustees by UDC and STAL for two years with only one re-appointment permitted which cannot run concurrently.
- Independently administered, with a percentage of the Fund allocated for administration.
- The body of trustees shall consist of 9 persons:
 - a) Two persons to be nominated by Stansted Airport Limited, only one of whom may be an employee of the Company;
 - b) One Elected Member or Officer by Uttlesford District Council;
 - c) One Elected Member or Officer by Essex County Council;
 - d) One Elected Member or Officer for each of the main District Councils comprised in the Area of Benefit to be nominated by such Councils consisting:
 - East Hertfordshire District Council;
 - Harlow District; and
 - Epping Forest District Council.
 - e) One person to be nominated by the Stansted Airline Operators Committee; and
 - f) One person to be nominated by Stansted Airport Consultative Committee.

Funding

- Contribution to the Community Trust Fund of £150,000 every Financial Year to 31 March 2029. Following this date, the amount of funding to be contributed by STAL to the Trust Fund is to be reviewed.
- The maximum funding per application is £5,000 with discretion of the Trustees to adopt a higher figure for exceptional applications. Each year a maximum of one application for a 'flagship' or major project may be granted, for which funding is capped at £50,000.
- The Fund can offer full funding or funding towards a specific element or item.
- The Fund will also receive additional contributions from any aircraft noise or track keeping fines arising from aircraft arriving or departing from Stansted Airport.

Eligibility

- Applications can be made by an established community or other not for profit group, charity or Parish Council located, or which operates predominantly, within the Area of Benefit.
- Parish Councils will be eligible to receive up to one grant per year. No more than 50% of total grants awarded in any year will go to Parish Councils.
- Applications that offer match funding will be favoured.

Objectives

- The Community Trust Fund will support capital projects which deliver lasting benefits through protecting or enhancing the social, economic, health, and environmental wellbeing of the community within the defined 'Area of Benefit'.
- The Community Trust has the discretion to give greater weight to particular objectives in line with local and community priorities at the time. Any prioritisation will be published for applicants to view, along with the application process.

Area of Benefit

- 10-mile radius with extensions to reflect areas directly affected by operations at Stansted Airport as detailed in Appendix 1. Grants will only be awarded to schemes which are located within the Area of Benefit or deliver the vast majority of its benefits to the Area of Benefit.

Applications

- Successful applicants can re-apply after three years.
- Applications can be submitted on-line or in hard copy using the Community Trust Fund Application Form. Applications must provide the following information as a minimum:
 - Details of the Organisation;
 - Project Details, including itemised descriptions of all/part of the project for which the organisation is applying for; and
 - Additional supporting information.

Meetings

- Quarterly ordinary meetings of the Trustees to review applications.
- Quorum of a least one third of the number of trustees for the time being or three trustees whichever is the greater are present at a meeting.
- Every matter shall be determined by a majority of votes by the trustees present and voting on the question.
- A minute of the meeting will be recorded and signed by the Chair.







Reporting and Monitoring

- An annual report and accounts shall be produced within 3 months of Financial Year end of the Fund including a list of grants awarded, the amount and the applicant.
- Successful applicants will be required to publicise, in an appropriate way, the support provided by the Community Trust Fund.
- An appropriate audit system shall be established to ensure that grants are appropriately spent and that the benefits are delivered.

Appendix 1: Area of Benefit

Community Trust Boundary and Noise Contours

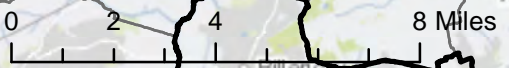
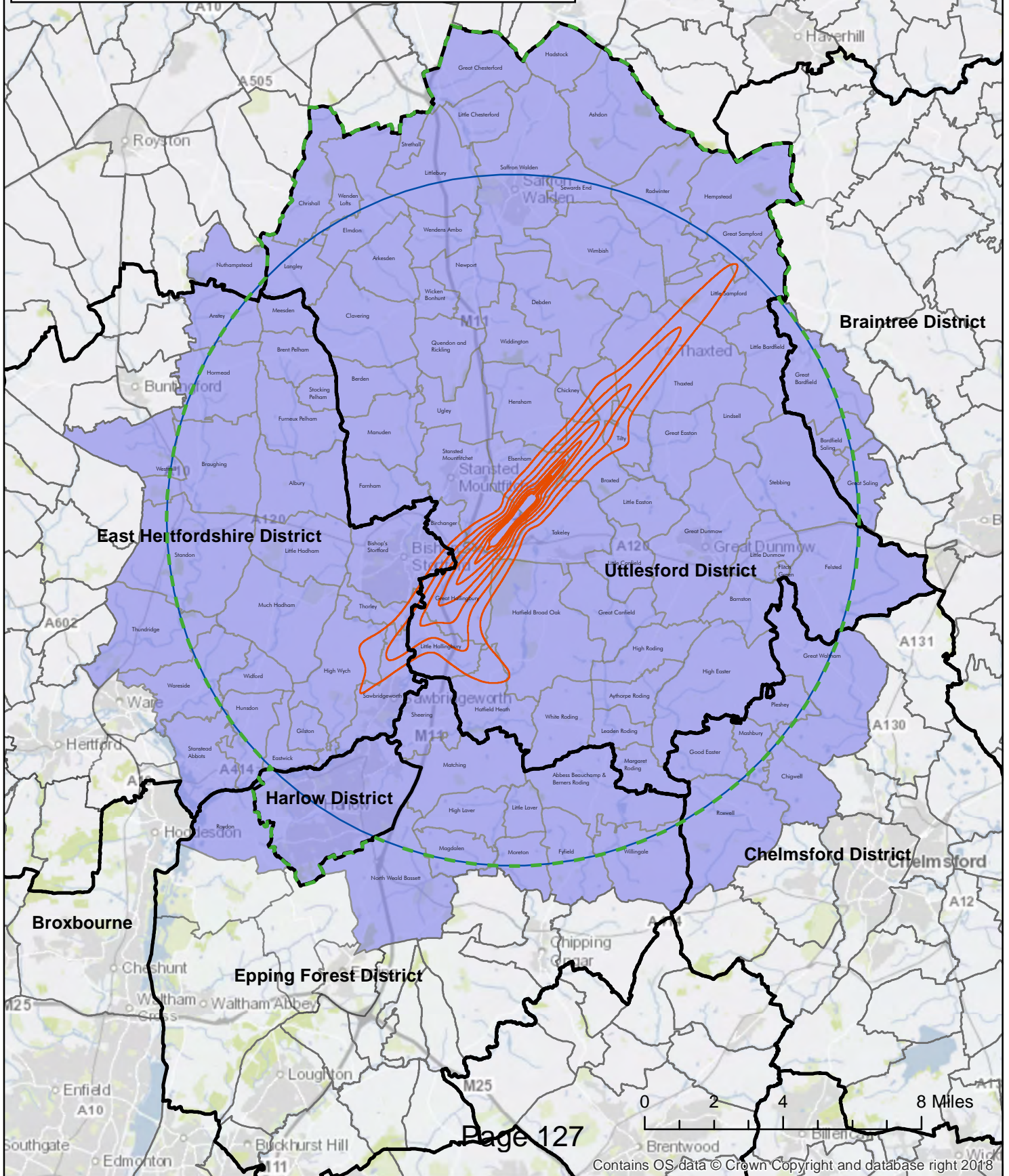
Key

-  2023 Development Case $L_{Aeq,16hr}$ 54 - 72dB in 3dB increments
-  10 mile radius from runway centre point
-  Local Authority boundaries
-  Parish Council boundaries
-  Existing Community Trust boundary
-  Eligible Parish Councils

North:



Note: Contours taken from CAA published sources and boundaries are from Ordnance Survey



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