

Radio Society of Great Britain

Terms of Reference – RSGB Spectrum Forum

The Chair is to be appointed by and will serve on the Board.

1. The Forum shall consist of the Spectrum Managers and such other members as thought to be appropriate.
2. To monitor and pursue all aspects of spectrum usage relevant to the amateur service and amateur satellite service.
3. To ensure that all spectrum matters within the Society are properly co-ordinated.
4. To identify areas where radio amateurs can make a contribution to spectrum usage.
5. To recommend general operating practices including band planning and matters concerned with safety.
6. To organise and prepare conference papers by Society and affiliated UK special interest groups, making appropriate recommendations to the Board.
7. To deal with international matters concerning spectrum usage, especially those arising from the Society's membership of IARU.
8. To maintain a good working relationship with the national administration in all matters concerning spectrum usage.
9. To provide a web presence that includes all aspects of the work of the Forum.
10. To recommend annually to the Board the award of relevant society trophies.
11. To liaise with the RSGB Awards Manager and offer guidance where required.
12. Through the appointment the Chair accepts and follows the RSGB's core Ethos values and Nolan's 7 principles of governance, see Appendix A, and does this in part by application of the Code of Conduct detailed in Appendix B

Appendix A

The RSGB core ethos revolves around the following values and characteristics:

- Ethical, professional and high integrity
- Financially sound
- Innovative, creative
- Respected
- Good value
- A "Can do" organization
- Credible (delivers on its promises) and authoritative
- Transparent
- Responsive

The following is an extract from the Second Report of the Nolan Committee on Standards in Public Life, May 1996

SELFLESSNESS

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

INTEGRITY

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

OBJECTIVITY

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

ACCOUNTABILITY

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

OPENNESS

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

HONESTY

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

LEADERSHIP

Holders of public office should promote and support these principles by leadership and example.

Appendix B

RSGB Code of Conduct

The Society comes first – Do not make decisions of any improper purpose or personal motive; Loyalty to the Society comes above personal ambition or ego.

Equality – Everyone involved in Amateur Radio should be treated equally, except for those RSGB membership benefits that are only available to members.

Respect – Respect others by never acting in a way that lessens the pleasure of others; live the values of openness, honesty and integrity at all times in order to earn the respect of others.

Respect race, religion, gender, sexual orientation, culture and custom

Accountability – Hold yourself accountable to our members through the Board.

Majority Decision-making prevails - Make your points as robustly as you like, but work shoulder-to-shoulder once the decision has been taken

No Conflicts of Interest – Declare any however tenuous. Work through personal networks, but in a transparent fashion.

Confidentiality – Transparency and confidential are not mutually exclusive, seen Note 1 below. Use the Chatham House Rule (note 2). Do not be tempted to promote one's ego or communicating agenda through use of social media, e-mail, etc during or after meetings.

Notes

1. Meeting input papers, discussion, actions and outcomes shall remain confidential until released to members by publication of the meeting minutes or summary on the RSGB website or otherwise as determined by the meeting. The use of social media and e-mail to provide re-time account is prohibited unless authorised by the meeting chair. Eventual publication of the details of the meeting, including the treatment of input papers, is a matter for the chair of the meeting to determine whether input papers should be published. Papers and discussions deemed to be confidential shall be so noted by the chair of the meeting and their distribution shall remain confidential until such time as their status is changed to releasable to the full membership
2. Chatham House rule "When a meeting, or part thereof, is held under the Chatham House Rule, participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed". May be applied at the discretion of the meeting.