**West Grampian DMG Constitution**

1. **Name**

* The Group name shall be the The West Grampian Deer Management Group.

1. **Objectives**

* The Group’s objective is to promote the sustainable and collaborative management of deer in the West Grampian DMG area in accordance with the West Grampian DMG Deer Management Plan.

1. **Group Area**

* The geographic area covered by the West Grampian DMG is as depicted on the attached map. The boundary may be open to amendment should the Group so decide.

1. **Membership**

* The Members of West Grampian DMG will be the owners of land and tenants within the Group area. Members are permitted to nominate managers and stalkers to represent their interests at meetings of the Group. Such representatives have one vote per Member.
* For the avoidance of doubt private, public sector, voluntary body or corporate land owners are entitled to be Members of the Group.
* Members may be represented at Group meetings in their absence by an individual nominee on notification to the Secretary in writing.
* Representatives from relevant public bodies, NGOs and local bodies may be invited to attend meetings of the Group as non-voting Associate Members.

1. **Members' obligations**

Members agree to support the effective running of the Group by:

* Attending or being represented at all DMG meetings.
* Supplying information required for the administration, writing and review of the Group Deer Management Plan and for the other purposes of the Group.
* Paying an annual subscription to the West Grampian DMG at such rates as may be agreed.
* Collaborating with other Members and other relevant interests as set out in the ADMG Principles of Collaboration.
* Advising the Group of any relevant changes in terms of ownership or land management in respect of their individual landholdings.

**ADMG Principles of Collaboration**

As member of this DMG, we:-

* Acknowledge what we have in common – namely a shared commitment to a sustainable and economically viable Scottish countryside;
* Make a commitment to work together to achieve that;
* Accept that we have a diversity of management objectives and that we respect each other’s objectives;
* Undertake to communicate openly with all relevant parties;
* Commit to negotiate and where necessary compromise in order to accommodate the reasonable land management requirements of our neighbours;
* Undertake that where there are areas of disagreement, we will work to resolve these.

1. **WDNA, Code of Practice on Deer Management & Wild Deer Best Practice Guidance**

Group members support and full endorse:

* The long term vision for deer populations and their management as laid out in "[Scotland's Wild Deer - A National Approach".](http://www.snh.gov.uk/land-and-sea/managing-wildlife/managing-deer/wdna)
* [Code of Practice on Deer Management](http://www.snh.gov.uk/land-and-sea/managing-wildlife/managing-deer/code-of-deer-management/)
* [Wild deer Best Practice Guidance](http://www.bestpracticeguides.org.uk/)

1. **Office Bearers**

* Office bearers will comprise a Chair and, if required, Vice Chair, who shall be elected annually at the Group AGM. Re-election on a rolling basis is permitted with no restriction on the period of time that an office bearer may serve.
* The administrative positions of Secretary and Treasurer (which may be combined) and any external Auditor are appointed positions and such appointments and any terms of employment shall be for approval annually at the Group AGM.

1. **The Committee**

* A Committee consisting of the Office Bearers shall manage the affairs of the Group. The Committee may co-opt persons with special knowledge or experience. Co-opted persons may serve for such a period as the Committee shall decide but should the co-opted person not be a Member or representative of a Member, they will not have voting rights.

1. **Paid Advisors or Agents**

* The Committee may appoint and dismiss such paid advisors or agents as they consider necessary.

1. **Meetings**

* An Annual General (AGM) meeting shall be held within four months of the end of each financial year for the purposes of receiving the annual report of the Committee, adopting the accounts, fixing the membership subscriptions and electing the Office Bearers.
* Advance notice will be given to Members not less than 28 days in advance of the AGM.
* A voting majority shall be defined as a simple majority of the full Membership of the Group.
* Only Members or representatives of Members with a mandate submitted in writing to the Secretary are entitled to cast a vote.
* The Group will meet twice annually or more frequently as may be necessary. The Chairperson may at his discretion call a General meeting. The Chairperson must give notice of a General Meeting within fourteen days of receiving a written request to do so signed by not less than 4 members.

1. **Procedures at meetings**

* The Chairperson or person presiding at any meeting shall, in the event of a tie, have a second and casting vote.
* A quorum at any General Meeting of the Group shall be 4 and at any Committee Meeting shall be 2.
* Notice for all General Meetings shall be not less than twenty-one days.
* The Secretary will take a Minute of all meetings and circulate copies to all Members.

1. **Funding and Financial Arrangements**

* The financial year will run from 1st September to 31st August.
* The Treasurer shall keep accurate accounts of the finances of the Group.
* The Group will be self-financing and Members shall pay such subscriptions agreed at the Annual General Meeting. The basis of subscription calculation shall be agreed by the Group and approved by members at an AGM.
* Subscriptions will be set a rate sufficient to cover all the operating expenses of the Group. Subscriptions will be payable at a date to be determined by the Group. Notwithstanding the above the Group may apply for public grants, subsidies or other funds in order to meet the objectives of the Group.
* The Treasurer will operate a Bank Account for the Group and all financial transactions will be made on this account. Joint signatures of the Treasurer and Chair will be required on all cheques or debits drawn on the account in excess of £500.
* A financial Statement will be prepared by an Auditor appointed by the Group and presented at the AGM for approval by Members. In the event of funds being left upon the winding up of the Group the disbursement of these funds will be determined by the Members. The Auditor shall be a Chartered Accountant.

1. **Trustees**

* The Committee may appoint not less than two persons to act as trustees for the purpose of holding the assets of the Group.

1. **Membership information, records and data**

* Storage of membership information will be the responsibility of the Secretary, such information to be used solely for the administration of the Group and stored in accordance with the law.
* The Group shall determine such deer management and related data as will be required to fulfil the objectives of West Grampian DMG. Such data will be collected by all Members and submitted to the Secretary for storage and analysis and shall be regarded as the property of the Group.

1. **Conflict resolution**

* It shall be the duty of all Members to seek agreement in respect of Group objectives and, where a dispute arises between Members, to resolve such dispute by negotiation and compromise. When agreement cannot be reached it shall be in the option of the Chairman to refer the matter to arbitration by the Chairman of the Association of Deer Management Groups or such other independent expert as the parties may agree.

1. **Amendments to the Constitution**

* The Constitution may be amended by a resolution passed by a simple majority of the Members present at any General Meeting provided that notice of the meeting in writing stated the terms of the resolution to be proposed shall have been sent to all members.

1. **Dissolution**

If the Committee decides that it is desirable the Group shall be dissolved, it shall cast a General Meeting of the Members by giving notice in writing to each member stating the terms of the resolution to be proposed. If it is decided at the General Meeting by a simple majority of those present with voting rights, that the Group shall be dissolved, the Committee shall wind up the Group’s affairs. Any assets remaining after satisfaction of all liabilities properly payable shall be distributed amongst the Members who have made financial contributions, pro-rate to their contributions in the last 3 Years.

This constitution was adopted at the meeting of the Group

**Date:**

**Place:**

**Chairperson:**

**Secretary:**

**Treasurer:**

**Other members:**