

JCUD STATUTES

Version dated 10 October 2021

Art. 1. The IWA / IAHR Joint Committee on Urban Drainage (designated hereafter as JCUD) and its activities are described in three other companion documents : i) the ‘JCUD mission statement’, ii) the ‘JCUD collaborations’ and iii) the ‘JCUD account rules’.

1. MEMBERSHIP

- Art. 2. The JCUD should comprise 8 to 12 voting members; the chairman also appoints associate members strengthening the Committee membership in specific areas. The specific tasks and responsibilities of the members, such as but not limited to, secretary, treasurer, webmaster, Young Water Professional officer, newsletter officer, PHA officer, working groups coordinator and event coordinator are to be agreed upon by the committee.
- Art. 3. Members should be internationally recognised and active professionals in the field of urban drainage, with high commitment to serve the JCUD. Members should come from the different regions of the world (one member maximum per country), reflect the various topics of the JCUD and, as much as possible, represent active research communities in the different regions of the world. JCUD membership should reflect the diversity of the JCUD community and JCUD promotes gender balance.
- Art. 4. Members are elected for one 3-year term; the length of service of highly active members may be extended for the second 3-year term if approved by the Committee. If a second term member is elected to the Committee chairman position, he or she will serve three years in that position (with the total length of service up to 9 years).
- Art. 5. Each year, new members are elected to replace the outgoing members and keeping the Committee membership in the range from 8 to 12 members. The chair and the secretary prepare and run elections of new members by the Committee.
- Art. 6. A call for nominations and self-nominations for JCUD membership is made by the JCUD, under the responsibility of the chair and the secretary. Candidates who have accepted (or proposed) their nomination should submit a 1-page CV and a 1-page letter describing their motivation and intent to serve the JCUD. This material is sent to all members before the election. Names of candidates should not be disseminated outside the JCUD.
- Art. 7. Each member shall be member of either IWA or IAHR. If this is not the case when they are elected, they should become a member in a period of maximum two months after their election, otherwise their election becomes invalid.
- Art. 8. The chair is elected among the members for maximum one 3-year term. Candidates should prepare a letter of motivation and intent (not more than two pages), and send it to the secretary who will distribute it to all members before the vote. All members can be nominated, even if they are approaching the end of their second term. In this case, the member is allowed to stay for an extra 3 year term as chair. The existing chair and the secretary prepare the new chair election procedure (deadline, number of rounds, vote counting, etc.) and communicate it to all members before the vote. Without opposition in a given period of time, the procedure is considered as accepted and will be applied.
- Art. 9. Associate members are selected by the chair and serve mainly in an advisory capacity. Usually, past chairs are invited to stay active in the JCUD as associate members. Other members who, after their two terms, may continue to serve actively the JCUD can be invited to serve as associate members by the chair. Other colleagues could also be co-opted as associate members by the chair. Designation of associate members is the privilege of the chair, but decisions should be announced and discussed within the JCUD. Associate members have the same rights and duties as other members, except that they cannot take part in votes and elections.

- Art. 10. Affiliated YWPs are not counted as full members of the MC, i.e. they have no formal vote on JCUD matters . They can eventually become full members if a place opens up in the MC committee. Teams are preferably made up by an affiliated YWP and a senior MC member from different research groups and countries. A call for nominations and self-nominations for JCUD affiliated YWP membership is made by the JCUD, under the responsibility of the chair and the secretary. Candidates who have accepted (or proposed) their nomination should submit a 1-page CV and a 1-page letter describing their motivation and intent to serve the JCUD. This material is sent to all members before the election. Names of candidates should not be disseminated outside the JCUD. Affiliated YWP members are elected for one 3-year term.
- Art. 11. The secretary keeps record of members' activities and responses to JCUD solicitations. In the case where a member is considered not sufficiently active, he/she will be contacted by the chair to find the most appropriate solution. Inactive first term service will not be invited to apply for the second term of service. Not responding members may expelled from the Committee by a formal vote of the JCUD. If desirable, a substitute may be designated by the JCUD to replace the expelled member for the remainder of the original term.
- Art. 12. Like for the regular members, associate members are appointed for a 3 year term. At the end of this term, their activities will be evaluated and upon agreement by the chair and the associate member, their associate membership can be extended for another 3 year term. There is no limit to the number of terms.

2. MEETINGS

- Art. 13. As much as possible, the JCUD should meet in person at least once per year, preferably in conjunction with an international conference where most of its members and associate members are present. Dates and venues are proposed by the chair and the secretary and decided by the JCUD at least six months in advance. For each meeting, an agenda is prepared by the chair and the secretary, after having consulted all members. Next to the annual formal meetings, virtual meetings via platforms such as ZOOM, Skype, Appear.in, may be organised.
- Art. 14. Draft minutes are prepared by the secretary for all meetings (formal and virtual) and submitted to all members for review and corrections. Final minutes are then disseminated to all members and published on the JCUD website.
- Art. 15. Decisions of JCUD, as much as possible, should be made by consensus. In case a vote is necessary or requested, the simple majority (50 % of the votes+ 1 vote) is requested. Chair's vote breaks ties.
- Art. 16. Formal JCUD meetings are open meetings. If confidential and personal aspects have to be discussed within the JCUD, some parts of the meetings may be restricted to members only. Invitations for virtual ,meetings are only send to the JCUD members, others may be invited depending on the agenda
- Art. 17. Between formal and virtual meetings, all JCUD discussions and decisions, including votes, are made by emails or a suitable platform provided by IWA..
- Art. 18. Revision of the statutes and mission statement requires 2/3 members' agreement.

3. ICUD

- Art. 19. The venue of each ICUD (International Conference on Urban Drainage) is decided, by secret vote, after careful analysis by all members and oral discussion in a plenary meeting, by the JCUD on the basis of max. 20 page long written proposals. A call for proposals, with deadlines and guidelines, is published by the JCUD to attract proposals. Proposals should be submitted to the secretary and distributed to each JCUD member a couple of weeks before the discussion and the vote.
- Art. 20. In a long run (e.g. 9-12 years), ICUDs should be organized in different regions of the world. However, the reliability and quality of the proposing groups and the quality of the proposal always remain the most important criteria.

4. NEWSLETTER AND COMMUNICATION

- Art. 21. An annual Newsletter is prepared under the responsibility of the newsletter officer, who contacts all members and WG chairs and secretaries to contribute to the draft newsletter. The draft is then circulated and validated before the final version is published. The Newsletter is disseminated directly by means of the JCUD listing, the IWA website, IWA connect, the JCUD website and indirectly by all members, associate members and WGs (Working Groups).
- Art. 22. JCUD actively participates in the communication channels of IWA and IAHR to enhance visibility of the urban drainage specialists and spur cooperation with other IWA and IAHR SGs

5. WORKING GROUPS

- Art. 23. There are, at the date of this version of the statutes, eleven JCUD Working Groups:
1. International Working Group on Urban rainfall (IGUR)
 2. Working Group on Real Time Control of Urban Drainage Systems (RTCUDS)
 3. Working Group on Source Control for Stormwater Management (SOCOMA)
 4. Working Group on Sewer Systems and Processes (SS&PWG)
 5. International Working Group on Data and Models (IWGDM)
 6. Working Group on Urban Drainage in Cold Climate (UDCCWG)
 7. Working Group on Water Sensitive Urban Design (WSUD)
 8. Working Group Urban Streams
 9. Working Group Urban Storm Water Harvesting (USWH)
 10. Working Group on Metrology of Urban Drainage
 11. Working Group Urban Drainage Asset Management (UDAM)
 - 12.
- Art. 24. All WGs have a large autonomy to define their internal rules and activities. Each WG shall have a chair and a secretary, who are systematically invited to participate in JCUD meetings, to contribute to JCUD activities, newsletters, etc.
- Art. 25. New WGs are created on initiative of either the JCUD or a group of individuals which should submit a one-page proposal to the secretary or to any member of the JCUD, describing the subject, the objectives and giving the names of colleagues who are ready to effectively launch the WG. The JCUD may help to organize new WGs (rules, contacts, etc.) on request.
- Art. 26. If a WG is not active for a long period, the JCUD can take the initiative to propose a new chair to reactivate it. In case there is no activity and no volunteer to reactivate the WG, it may be suppressed by the JCUD.

6. SPONSORSHIP OF EVENTS AND CONFERENCES

Art. 27. The JCUD requests IAHR and IWA sponsorship of different international, regional or national events and specialty conferences, organized its WGs or by other organisations. The process should be formally initiated by contacting the secretary or any member of the JCUD or of one of its WGs, with a document describing the event to be organized and the reason why the JCUD sponsorship is requested.

7. FUNDS

Art. 28. All conferences and events sponsored by the JCUD should contribute to the JCUD funds. These funds are calculated as a part of the conference fees (typically, 5-10 Euros per full registration), to be organised in detail with conference organizing committees.

Art. 29. The JCUD funds are managed by means of a special account hosted by IWA as a service offered for its Specialist Groups.

Art. 30. Detailed rules to collect, manage and use funds are described in a separate document entitled “JCUD account rules”.