



DECREE

Article 1

The international association 'Association of European Schools of Planning' is hereby granted formal recognition as a legal persona. Its registered address shall be:

B 3001 Leuven
Kasteelpark Arenberg 51

Article 2

The charter of the above mentioned association, appended to the present decree, is hereby approved.

Article 3

The Minister of Justice of the Kingdom of Belgium shall be responsible for the execution of the present decree.

Given at Brussels, 7 May 1992

witnessed: Baudouin

for the King, the Minister of Justice

Melchior Wathelet

for transmission of an exact copy

for delegated chief executive

M. COPPENDE RYCKE

Judicial Adviser

INTERNATIONAL ASSOCIATION OF EUROPEAN SCHOOLS OF PLANNING CHARTER

(as published in the "Moniteur Belgique" 1992, with the changes made in 2011)

1. DESTINATION

Article 1

An international association, to be called the Association of European Schools of Planning, or AESOP for short, is hereby established as an international association with a scientific, artistic and educational purpose. This association is subject to the Belgian Act of 25 October 1919 as amended by the Act of 6 December 1954.

2. AIMS

Article 2

This non-profit Association shall have the aims of:

- a) promoting within Europe the development of teaching and research in the field of planning;
- b) instigating cooperation and exchanges between planning schools in Europe, and encouraging the harmonisation and equivalence of degrees which they award, and
- c) representing the interest of European planning schools, particularly within Europe, at national and international level and with both public and private institutions.

Article 3

In relation to this charter, the following definitions shall apply:

- a) 'School' refers to any school, department, faculty, centre of teaching and research or other teaching entity which grants a university degree or other equivalent awards,

- b) 'Europe' and 'European' refers to the member countries of the Council of Europe and Belarus,
- c) 'Planning' refers to any activity relating to the creation of spatial framework of civilisation.

3. REGISTERED ADDRESS

Article 4

The official address of the Association shall be registered as Kasteelpark Arenberg 51,B 3001 Leuven, Belgium. This can be relocated to any other place in Belgium by a simple resolution of the Executive, published in the Annexes du Moniteur Belgique within one month of date when so resolved.

4. MEMBERS

Article 5

The Association shall consist of institutions, being legal persona, and individual persons.

Article 6

a) There shall be six categories of membership, that is to say:

- 1) Full Member
- 2) Associate Member
- 3) Corresponding Member
- 4) Affiliate Member
- 5) Individual Member
- 6) Honorary Member

b) Full Membership may be granted to a European School, running an autonomous programme in planning which meets the criteria defined in the core curriculum of AESOP.

c) Associate Membership may be granted to a European School, running courses or modules in planning.

d) Corresponding Membership may be granted to a non-European School, running courses or modules in planning.

e) Affiliate Membership may be granted to an enterprise, company, institution, organisation, agency or other entity being legal persona focused on planning.

f) Individual Membership may be granted to a person involved in planning.

g) Honorary Membership may be conferred to a person who made a significant contributions to the discipline of planning.

Article 7

a) The Executive (as defined in Articles 11, 21-23) shall determine applications for membership and their appropriate categorisation.

b) In certain circumstances, the Executive may grant temporary Full Member status to an Associate Member.

c) The applicant may appeal to the Council (as defined in Articles 11, 15-20) against the decision of the Executive.

Article 8

a) A member may resign by notifying the Secretary General in writing.

b) The Council shall have the power to expel any member where serious grounds occur. A two third majority vote is required to effect this.

5. RIGHTS AND DUTIES

Article 9

Members shall have the following rights:

- a) to attend meetings of the Association;
- b) to participate in its activities; and
- c) to receive its publications.

Article 10

Members shall have the following duties:

- a) to notify the Association about changes of circumstances that might affect their membership; and
- b) to pay all fees required.

6. ADMINISTRATION

Article 11

The administrative and managerial organs of the Association shall be:

- 1) the General Assembly, also referred to as the Assembly,
- 2) the Council of Representatives, also referred to as the Council,
- 3) the Executive Committee, also referred to as the Executive.

GENERAL ASSEMBLY

Article 12

- a) The Assembly shall be the Association's formal means of consultation.
- b) The Assembly shall discuss planning education and research issues.
- c) The Assembly shall consider the activities and general policy of the Association.

Article 13

The Assembly shall be open to individual members and representatives of institutional members, as well as to academics and students from schools represented in the Association.

Article 14

- a) The Assembly shall be chaired by the President.
- b) The minutes of the Assembly shall be recorded in a register signed by the President and any other Official, and shall be made available for inspection by any AESOP member from the Secretary General.

COUNCIL OF REPRESENTATIVES

Article 15

- a) All of the powers of the Association, except for those named in b), shall rest with the Council.
- b) The management and administration of the Association shall be delegated to the Executive and shall always remain under the ultimate control of the Council.
- c) The functions exclusive to the Council shall be the following:
 - 1) defining the policies and programmes of the Association,
 - 2) defining and modifying the internal rules of the Association,
 - 3) setting membership fees and other payments,
 - 4) approving of an annual financial statement and budget,
 - 5) appointing the financial auditors,
 - 6) approving membership of the Association in other organisations,

- 7) ratifying membership applications,
- 8) conferring prizes and honorary membership,
- 9) electing and dismissing the Officials,
- 10) deciding disputes between members of the Executive,
- 11) expelling members,
- 12) dissolving the Association.

Article 16

a) The Council shall consist of the following members:

- 1) the National Representatives;
- 2) the Officials; and
- 3) up to three additional persons designated by the President.

b) If a country has one Full Member, its delegate shall represent schools members of that country. If a country has two Full Members, both their delegates shall represent schools members of that country. If a country has more than two Full Members, all Full Members of that country shall elect two representatives of schools members of that country. The Secretary General shall be responsible for the general oversight of this process.

c) Each National Representative has one Substitute, elected in the way described in b). The Substitute is allowed to attend the meetings of the Council, but is only allowed to vote in case of absence of the National Representative.

d) An Official is an elected member of the Executive or other person confirmed by the Council, assigned to special tasks or conferred specified powers.

e) An Official can resign by notifying the Secretary General in writing. The resignation takes effect on the date of the replacement.

f) In case of incapability to fulfil their duties or negative re-evaluation, an Official can be dismissed from their position by the Council. A two third majority vote is required to effect this. The Executive Committee can appoint temporary Officials for the remaining period of office.

g) An Official may designate another Official as their proxy. No single Official can act as proxy for more than one other Official. In calculating the quorum, proxies must be disregarded.

h) The President can designate persons to the Council only from the European planning schools represented within the Association.

Article 17

a) Any member of the Council may resign by written notification to the Secretary General.

b) The Council can expel any member of the Council by a two thirds majority vote.

c) When a position of a National Representative becomes vacant, it shall be filled by a Substitute. If the position filled by the Substitute becomes vacant, arrangements can be made to fill the post for the remainder of the mandatory period, in accordance with Article 16.

Article 18

The mandatory period of a Council shall be two years.

Article 19

a) The Council shall meet at least once a year on the call of the President.

b) On the request of at least ten members of the Council a special meeting of the Council shall be called by the President.

c) The Secretary General shall inform the members of the Council about the agenda, date, time and place of each meeting at least two weeks in advance.

Article 20

- a) The quorum for the Council shall be set at 15% of the Council members and at least 50% of the quorum must be National Representatives.
- b) The Council shall be chaired by the President.
- c) Resolutions shall be passed on a simple majority. The only case of a different way of voting are named in 8b), 16f) 17b) and 29c). Where voting is evenly split, the President shall have the casting vote.
- d) The resolutions of the Council shall be recorded in a register signed by the President and any other Official, and shall be made available for inspection by any AESOP member from the Secretary General.

EXECUTIVE COMMITTEE

Article 21

- a) The Executive shall hold the managerial and administrative powers of the Association, as stated in 15b).
- b) Representing the Association and managing its current affairs in between meetings of the Executive shall be delegated to the President and the Secretary General, who are required to inform the Executive regularly.
- c) The Executive is allowed to confer specified powers, duties or assign tasks to other persons.
- d) All undertakings of the Association must be approved by the President and at least one of other Officials.
- e) The President can designate the Treasurer or the Secretary General as their proxy.

Article 22

- a) The elected members of the Executive are the Officials of the Association.
- b) Only an academic from a European school of planning represented in the Association may be elected as a member of the Executive.
- c) In case any of the members of the Executive is not of Belgian Nationality the Executive shall invite one of the members of the Council of Belgian Nationality to attend its meetings with no rights to vote.
- d) Where a member of the Association becomes expelled, representatives of the expelled member are relieved of all offices held.

Article 23

- a) At minimum, the Executive shall consist of:
 - 1) a President
 - 2) a Vice President or a Senior Vice President respectively
 - 3) a Secretary General
 - 4) a Vice Secretary General when applies
 - 5) a Treasurer
 - 6) a Quality Coordinator
 - 7) a GPEAN Representative
 - 8) an Event Officer
 - 9) a Communication Officer
 - 10) Young Academics Representative.
- b) The mandatory period of the President shall be two years. The elections shall take place one year before the beginning of the mandatory period. During this year, the President-elect shall occupy the position of the Vice President. For one year after the mandatory period, they shall occupy the position of the Senior Vice President.
- c) The mandatory period of the Secretary General shall be four years. The elections shall take place one year before the beginning of the mandatory period. During this year, the Secretary General-elect shall occupy the position of the Vice Secretary General. After two years of the mandatory period the Secretary General shall be re-evaluated by the Council.

- d) The mandatory period of the Treasurer, the Quality Coordinator, the Event Officer and the Communication Officer shall be four years. After two years of the mandatory period they shall be re-evaluated by the Council.
- e) The mandatory period of the GPEAN Representative shall be five years. After three years of the mandatory period the GPEAN Representative shall be re-evaluated by the Council.
- f) The mandatory period of the Young Academics Representative shall be one year.
- g) In the case of resignation or dismissal of the President their duties shall be taken over by the Vice President or Senior Vice President.
- h) In the case of resignation or dismissal of more than four members of the Executive, the Council shall elect a new Executive.
- i) On the expiry of their period of office, the President shall not be eligible for re-election. Other Officials can be re-elected.

Article 24

- a) The Executive shall meet at least twice per year on the call of either the President or at least three other members of the Executive.
- b) The quorum for Executive meetings shall be four members.
- c) The Executive shall be chaired by the President or their proxy.

Article 25

- a) The resolutions of the Executive shall be passed on a simple majority. On a split vote, the President's shall have the casting vote.
- b) The resolutions of the Executive shall be recorded in a register signed by the President and any other member of the Executive, and shall be made available for inspection by any AESOP member from the Secretary General.

Article 26

Judicial actions, whether initiated or being defended by AESOP, whether passive or active, shall be the responsibility of the President or an Official appointed by them for the purpose.

7. BUDGET AND ACCOUNTS

Article 27

- a) The accounting year shall end on 31 December. The Treasurer is responsible for preparing the annual financial report.
- b) The Executive shall have a duty to submit an annual financial report for the Council's approval.
- c) The Council must appoint two financial auditors to monitor the Association's annual financial report.

8. EXTINCTION OF MEMBERS' RIGHTS

Article 28

- a) Any member who ceases to participate in the Association, shall have no remaining rights relating to assets and funds of the Association.
- b) The obligations of any member at the termination date shall remain.
- c) The party replacing a Full Member, Associate Member, Corresponding Member or Affiliate Member shall take over the rights and duties of the member being replaced.

9. MODIFICATIONS OF CONSTITUTION, DISSOLUTION

Article 29

- a) Without prejudice to Article 3 of the Act of 25 October 1919, any proposal for modifying the constitution of AESOP or of dissolving the Association must emanate from the Executive or from at least half of the total number of Council members.
- b) The Secretary General must communicate in writing to each Full Member, at least six weeks in advance, the content of any such proposal and the date of the Council meeting at which the said proposal will be considered.
- c) A twothirds majority vote is required for any such decision to be taken.
- d) The Council shall decide upon the manner of dissolution of the Association and the final settlement of its accounts.

10. GENERAL ARRANGEMENTS

Article 30

All matters not covered in this constitution and particularly in the notices to be published in the Annexes du Moniteur Belgique shall be regulated in conformity to the provisions of the law.

To be appended to the Royal Decree date 7 May 1992 No 3/12.955/S
Minister of Justice
(signed) Melchior Wathelet
for transmission of an exact copy
the delegate chief executive
M COPPENSDE RYCKE, Judicial Adviser