



PROMOTING EXCELLENCE
IN PLANNING EDUCATION
AND RESEARCH

SECRETARIAT GENERAL

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The AESOP Charter

Key:

In BLACK is an original text of the Charter which is not being changed

In BLUE is an original text of the Charter which is being changed

in RED is NEW text of the Charter

If there is important question to be discussed it is highlighted

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

Our minister of Justice shall be responsible for the execution of the present decree.

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. COPPENSDER RYCKE

Judicial Adviser



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INTERNATIONAL ASSOCIATION OF EUROPEAN SCHOOLS OF PLANNING CHARTER

(as published in the "Moniteur Belgique" 1992)

(as published in the 'Moniteur Belgique' XXXX)

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 nonprofit 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 planning schools in Europe in national and international administrations and organisations, particularly within Europe.
- c) representing the interest of European planning schools, particularly within Europe, at national and international public and private institutions.

Article 3

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

- a) 'School' refers to any school, department, centre of teaching and research or other teaching entity which grants university degree or other equivalent awards.
- b) 'Europe' and 'European' refers to those countries outside North America which compose the Economic Commission for Europe of the United Nations Social and Economic Council.
- b) 'Europe' and 'European' refers to the member countries of the Council of Europe and Belarus.
- c) 'Planning' includes strategic planning (both urban and rural) on both regional and local scales, and environmental management.
- c) 'Planning' refers to any activity relating to the creation of spatial framework of civilisation.



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3. REGISTERED ADDRESS

Article 4

The registered address of the Association shall be recorded as Kasteelpark Arenberg 51,B 3001 Leuven, Belgium. This can be transferred 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.

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 individual persons. Each school shall be represented in the Association by the individual contact persons it has nominated.

The Association shall consist of institutions and individual persons.

Article 6

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

- 1) Full Member
- 2) Associate Member
- 3) Affiliate Member
- 4) Individual Member

b) Each Full Member shall belong to the academic personnel of a European planning school, viz: nominated contact person of that school, and one of those nominated to the Council or elected to the Executive.

c) Each Associate Member shall represent a nonEuropean planning school or a school directly concerned with planning

d) Each Affiliate Member shall represent a firm, organisation or agency directly concerned with planning

e) Each Individual Member shall be a person actively engaged in planning.

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



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- 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 focused on planning.
- f) Individual Membership may be granted to a person involved in planning.
- g) Honorary Membership may be conferred to a person of 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 Executive's decision.
- c) The applicant may appeal to the Council (as defined in Articles 11, 15-20) against the decision of the Executive.
- d) Persons nominated to the Council or elected to the Executive will through their acceptance of this role become a Full Member if not already so.
- ~~d) Persons elected to the Council or to the Executive will through their acceptance of this role become a Full Member if not already so.~~

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 exists for doing so. A two third majority vote is required to effect this.
- 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 and to participate in its business;
- a) to attend meetings of the Association;



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- 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 of changes of circumstances that might affect their appropriate membership category; and
- b) to pay all fees that the Council requires.

Members shall have the following duties:

- a) to actively contribute to the activities of the Association;
- b) to notify the Association about changes of circumstances that might affect their membership; and
- c) to pay all fees that the Council requires.

6. ADMINISTRATION

Article 11

The administrative and managerial organs of the Association shall be:

- 1) the full Assembly, alias the assembly
- 2) the Council of Representatives, alias the Council
- 3) the Executive Committee, alias the Executive

The administrative and managerial organs of the Association shall be:

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

ASSEMBLY

Article 12

- a) The Assembly shall be the Association's formal means of consultation.
- b) The Assembly shall consider the policy and administration of the Association on the basis of reports presented by the Council of Representatives.
- c) The Assembly shall discuss planning education and research in relation to themes proposed by the Council
- a) The Assembly shall discuss planning education and research issues suggested by the Council.
- b) The Assembly shall consider the general policy of the Association.



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Article 13

The Assembly shall be open to every category of member and also to lectures, researchers and students from schools represented in the Association.

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) For the Assembly a quorum shall be at least 15 Full Members and must include at least three members of the Executive and at least three other members of the Council of Representatives.

b) The Assembly shall be chaired by the President.

a) The Assembly shall be chaired by the President

b) The quorum for the Assembly shall be set at fifteen Full Members and must include at least three members of the Executive and at least three other members of the Council of Representatives.

COUNCIL

Article 15

a) All the Association's powers shall rest with the Council.

b) The management and administration of the Association shall be delegated to the Executive but are always under the ultimate control of the Council.

c) The functions exclusive to the Council are as follows:

- 1) definition of policies and programmes of the Association;
- 2) expulsion of any members, appeals on membership applications, and disputes between any members of the Executive;
- 3) election and termination of office of Officials;
- 4) establishment of internal rules and of the level of membership subscriptions;
- 5) allocation of prizes in the field of planning; and
- 6) modification of the Association's rules and its dissolution.

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,



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- 3) setting membership fees and other payments,
- 4) approving membership applications,
- 5) conferring prizes,
- 6) electing and dismissing the Officials
- 7) deciding disputes between members of the Executive,
- 8) expelling members,
- 9) dissolving the Association.

Article 16

a) The Council shall be composed of the following members:

- 1) the national representatives;
- 2) the Officials; and
- 3) up to three additional persons designated by the President

b) Where a country has one Full Member, it shall represent that country. Where a country has two Full Members, both shall represent that country. Where a country has more than two Full Members, all Full Members of that country shall organise an election of two representatives. The Secretary General shall be responsible for the general oversight of this process.

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

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 that country. If a country has two Full Members, both their delegates shall represent that country. If a country has more than two Full Members, all Full Members of that country shall elect two representatives 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 elected 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.



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f) In case of incapability to fulfil their duties, 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 thier 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 by a two thirds majority vote.

c) When a position becomes vacant, arrangements can be made to fill the post for the remainder of the mandatory period in accordance with Article 16.

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

Each Council so formed shall last for two years.

The mandatory period of a Council shall be two years.

Article 19

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

b) Special meeting of the Council shall be called by the President on the request of at least five of its members.

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

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 of the Council shall be at least seven members, including at least three Officials of the Association and three others from amongst the national representatives.

b) Members of the Council can designate another members proxy in their absence. No member can be proxy for than two persons. In calculating the quorum, any proxy must be disregarded.

- c) The Council shall be chaired by the President.
 - d) Resolutions shall be carried on a simple majority, except in those special cases stipulated in this constitution. Where voting is evenly split, the President shall have the casting vote.
 - e) The Council's resolutions shall be recorded in a register signed by the President and any other Official, and be available from the Secretary General for inspection by Full Members.
-
- a) The quorum for the Council shall be set at **twelve members** and must include at least three of the Officials and **at least seven of 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 is named in 8b). 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, by delegation from the Council who are the sole ultimate authority.
 - b) Day to day management can be delegated to the President and the Secretary General.
 - c) In addition, special specified powers can be conferred on one or more persons.
 - d) All undertakings by the Association must be signed by the President and one of other Officials. The President can designate the Treasurer or Secretary General as her/his proxy. The signatories shall not have to justify to third parties the powers given to them for this purpose.
 - e) In between the Executive meetings, the President shall be in charge of current business and shall keep the Executive informed.
-
- 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 one of other Officials. The President can designate the Treasurer or the Secretary General as their proxy.

Article 22

- a) The members of the Executive are the Officials of the Association.



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- b) Every Official shall be a person on the teaching staff of a European planning school represented in the Association.
- c) At least one of the Officials shall be of Belgian Nationality.
- 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) Where a member of the Association becomes expelled, representatives of the expelled member are relieved of all offices held.

Article 23

- a) The Officials of the Association shall be elected by the Council.
- b) An Official can be relieved of her/his functions by notification in writing from the Secretary General. This termination applies from the date when a replacement takes effect.
- c) In case of removal from office or incapacity, the Executive Committee may appoint up to two temporary Officials for the remaining period of office. For more than two, the Council shall elect a new Executive.
- d) On expiry of their period of office, the President and the Vice President shall not be eligible for reelection; while other Officials can be reelected as many times as the Council members wish.
- e) The Officials shall hold office for two years, with the exception of the Senior Vice President whose period of office shall last for only one year.
- f) By a two thirds majority, the Council may remove any Official from office. Where a member from the Association becomes expelled, this implies also removal from any office held as an Official.

ATTENTION! ARTICLE 23 REMOVED COMPLETELY. THE RESOLUTIONS ARE ALREADY IN THE OTHER ARTICLES. AS A CONSEQUENCE – THE NUMBERS OF THE ARTICLES SHALL BE CHANGED ;-).

Article 24

- a) At minimum, the Executive shall consist of:
 - 1) a President
 - 2) a Senior Vice President
 - 3) a Vice President
 - 4) a Secretary General
 - 5) a Treasurer
- b) Should the President be prevented from carrying out her/his duties for whatever reason, he/she shall be replaced by another Official in accordance with the precedence expressed above.
- c) The Council shall stipulate in its internal rules the exact duties of each Official.

Article 23

- a) At minimum, the Executive shall consist of:
 - 1) a President



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- 2) a Vice President or a Senior Vice President
- 3) a Secretary General
- 4) a Vice Secretary General when applies
- 5) a Treasurer
- 6) a Quality Coordinator

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 reevaluated by the Council.

d) The mandatory period of the Treasurer shall be four years. After two years of the mandatory period the Treasurer shall be reevaluated by the Council.

e) The mandatory period of the Quality Coordinator shall be four years. After two years of the mandatory period the Quality Coordinator shall be reevaluated by the Council.

f) In the case of resignation or dismissal of the President their duties shall be taken over by the Vice President or Senior Vice President.

g) In the case of resignation or dismissal of more than two members of the Executive, the Council shall elect a new Executive.

h) On the expiry of their period of office, the President shall not be eligible for re-election. Other Officials can be re-elected.

Article 25

a) The Executive shall meet at least twice annually on the call of either the President or at least three other Officials.

b) The quorum for Executive meetings shall be four members.

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

d) The Executive shall be chaired by the President.

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.



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c) The Executive shall be chaired by the President.

Article 26

- a) The resolutions of the Executive shall be carried on a simple majority vote. On a split vote, the President's vote shall be decisive
- b) The resolution of the Executive shall be recorded in a register signed by the President and a Second Official. The register shall be in the custody of the Secretary General who on request shall make it available for inspection to members of the Council.

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 27

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 her/him for the purpose.

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 28

- a) The accounting year shall end on 31 July.
- b) The Executive shall have a duty to submit an annual financial report for the Council's approval.
- c) The Council may determine the nature of any assets or reserve fund.

Article 27

- a) The accounting year shall end on 31 July. 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.

8. EXTINCTION OF MEMBERS' RIGHTS

Article 29



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- a) Any member who ceases to participate in the Association, whether through death or otherwise, 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 or Affiliate Member shall take on the rights and duties of the member being replaced.

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 30

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) Any Council meeting attended by less than two thirds of its membership cannot validly deliberate on such proposals for modification or dissolution. Notwithstanding the foregoing, if the Council meets and fewer than two thirds of the membership attend, a fresh meeting can be convened, on the same conditions as above, and it shall deliberate definitely and legitimately on the proposal concerned, whatever the number attending or represented.
- ~~c) Any Council meeting attended by less than one third of its members cannot validly deliberate on such proposals for modification or dissolution. Notwithstanding the foregoing, if the Council meets and fewer than two thirds of the membership attend, a fresh meeting can be convened, on the same conditions as above, and it shall deliberate definitely and legitimately on the proposal concerned, whatever the number attending or represented.~~
- d) c) A twothirds majority vote is required for any such decision to be taken.
- e) d) The Council shall decide upon the manner of dissolution of the Association and the final settlement of its accounts.



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10. GENERAL ARRANGEMENTS

Article 31

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