



**ISOCARP**  
Knowledge for Better CRIs

International Society of City and Regional Planners

## **2019 Elections** to be held by the International Society of City and Regional Planners

Elections will be held at the next Annual General Meeting of the International Society of City and Regional Planners, to fill the following vacancies for a term of three years.

- **The office of Secretary General**
- **Three ordinary Board members**

All members attending the Congress are encouraged to attend the Annual General Meeting and participate in this important process of self-government.

### **Key election dates**

<b>17 April</b>	Call for nominations
<b>19 July</b>	Nominations close
<b>June-August</b>	Opportunities for dialogue and discussion
<b>14 August</b>	Online voting opens
<b>11 September</b>	Annual General Meeting, Jakarta Congress

The Annual General Meeting will be live online, enabling all members to participate and to vote at the meeting.

For the first time, every member may vote in the elections – thanks to the Constitution adopted at last year’s Congress (read about the Constitution [here](#)), and our use of networking and polling technology.

All members are encouraged to consider nominating someone they think would contribute to the government of the Society, and also to consider standing for election to serve the Society in these roles.

**What does the Secretary General do?**  
**What are a Board Member’s responsibilities?**

**This paper outlines the structure of the Society, and the roles and duties of the offices elected by members.**

Image derived from a photograph of a quiet corner of Sydney Harbour

# Elections for Members of the Board and the Secretary General of the International Society of City and Regional Planners in 2019

## A membership association

The International Society of City and Regional Planners is the international society for those professionally involved in city and regional planning.

The Society is registered in The Netherlands as a membership association. Its constitution empowers the members to govern the Society.

At General Meetings (which can be online, allowing all members to participate) the members make the rules, decide on directions, approve the budget, and elect the Board at the Annual General Meeting.

## The Board

The Board is responsible to the members for the management of the Society, overseeing projects, programs, events and the administration of the Society. The Board develops new policies and programs, and prepares for the General Meetings where the members make the ultimate decisions.

The Board has eleven members, or twelve when – every third year – there is a President Elect.

Normally, the members of the Board are the President, elected to that office, the Secretary General, elected to that office, and nine ordinary Board Members. These officers are elected for a term of three years, in an honorary capacity (unpaid).

## The Executive Committee

The Board appoints a subcommittee called the Executive Committee, consisting of the President, the Secretary General and three other Board Members. The Executive Committee is responsible to the Board for day-to-day management of the Society, including matters that the Board has explicitly delegated to the Executive Committee. The Board has assigned to the Executive Committee the responsibility for organising the 2020 World Planning Congress.

Legal provisions covering the formation, structure and governance of Associations are contained in the Dutch Civil Code, Book 2 Legal Persons, Title 2.2 Associations (Articles 26 - 52). The official English translation is available at: [www.dutchcivillaw.com/legislation/dcctitle2222.htm](http://www.dutchcivillaw.com/legislation/dcctitle2222.htm)

## Elections in 2019

At the next Annual General Meeting, to be held at the 2019 World Planning Congress in Jakarta in September, elections will be held to fill a number of vacancies.

- Didier Vancutsem completes his second and final term as Secretary General.
- Sławomir Ledwoń completes his second and final term on the Board.
- Ana Peric and Dhiru Thadani complete their first term on the Board and may seek election for a second term.

Accordingly, elections will be held:

- to fill the vacancy in the office of Secretary General;
- to fill three vacancies as ordinary Board members.

All members are encouraged to consider nominating someone they think would contribute to the management of the Society, and also to consider standing for election to serve on the Board.

## Roles and duties of the offices to be elected in 2019

### Secretary General

The Secretary General is seen as the second senior member of the Board, assisting the President and deputising for the President when the President is not available.

The Secretary General has executive powers on matters explicitly delegated to the Secretary General by the Board.

The Secretary General is an ex officio member of the Executive Committee. In future, the Board expects the Secretary General to chair the Scientific Committee. The Board is expected to delegate to the Secretary General its assessment and acceptance of applications for membership of the Society.

The Secretary General is often the first point of contact for agencies and other entities with which the Society maintains relationships, and takes the lead on contracts and employment matters.

The Secretary General is generally responsible for the administration of the society, preparing papers for meetings and the minutes, preparing reports and proposals relating to administrative matters, and overseeing the office, resources, and the website.

## **Board Member** (includes President and Secretary General)

The Board of a self-governing association is a special kind of entity.

The Board exercises its powers and duties when in session at a Board meeting, since the members do not otherwise possess executive authority (other than roles explicitly delegated to individual members by the Board). All members are equal, and equally share their powers and responsibilities.

Each member of the International Society of City and Regional Planners elected to the Board has an opportunity to contribute to the Society, to work energetically in the members' interests, to champion new ways of doing things, to improve the Society's operations and programs, and to help build the Society's effectiveness, relevance, reach, and profile. In doing so, each Board Member faces challenges, gains experience, learns much about city and regional planning around the world, is introduced to new people and organisations, and of course makes new friends.

Each Board Member is also like a company director. Each Board Member must ensure that the Society manages its finances and assets, and remains solvent. Board Members are collectively and individually accountable if it does not.

Each Board Member is expected to actively participate in decision making, to take on one or more specific projects or programs, to be responsible for tasks assigned to them by the Board, and to support the other Board Members in their activities. Each Board Member is expected to attend in person two meetings of the Board every year (one of which is held in conjunction with the World Planning Congress), and to actively participate in the monthly online Board meetings. Additional opportunities to contribute to the Society might be to chair the Scientific Committee (should the Secretary General not take this role) and to join the Executive Committee (and therefore be collectively responsible for the organisation of the 2020 World Planning Congress).

Other opportunities involve challenging and rewarding roles in UPATs, YPPs, the World Planning Congress, the Institute, publications, technical assistance, training, international planning projects, relationships with international organisations, regional events, fund raising, building online networks, supporting and shaping the website *isocarp.org*, contributing to the Society's social media channels, and new initiatives that Board Members may propose to the Board.

The International Society of City and Regional Planners has achieved much since it was founded in 1965, on the basis of voluntary contributions by the members serving on the Board, participating in UPATs, supporting YPPs, joining the Congress team, writing and editing publications, and in many other ways. In the case of Board members, the voluntary commitment is significant, and only a proportion of travel expenses can be expected to be reimbursed. Most Board Members, however, find that the intangible rewards, including the satisfaction of strengthening our international association of planners, are even greater than expected.

## **President and President Elect**

There is no election for President this year.

The President is elected for a term of three years, which ends at the AGM in 2021. At the AGM in 2020, in Doha, there will be an election for President: the person elected will serve for one year as President Elect.

For the interest of members, Board Members and election candidates, the role of the President is described as follows.

The President is 'first among equals', and Chair of the Board. Formally, the President has executive powers on matters explicitly delegated to the President by the Board. In practice, the President takes on a crucial leadership role, involving:

- supporting and encouraging members to become involved in and contribute to the activities of the Society;
- supporting and encouraging Board members to take initiatives and collaborate in building the effectiveness, relevance and profile of the Society;
- supporting and encouraging staff, contractors, partners and affiliates to actively contribute to the well being of the Society;
- being seen as the principal representative and spokesperson for the Society.

Specifically, as Chair, the President is responsible for the conduct of the meetings of the Board and the Executive Committee and for ensuring that issues are properly addressed and decisions are implemented.

The President is an ex officio member of the Executive Committee.

The President chairs the Executive Committee and ensures that operational decisions are made and implemented.