

The Scientific Committee

of the International Society of City and Regional Planners

2020-2023

Terms of Reference

The Scientific Committee of the International Society of City and Regional Planners plays a critical role in enabling the Society to represent city and regional planners in internal and international debates and policy-making, for some of the greatest challenges of our times.

1 Mission

The Scientific Committee advises the Board, the Executive Committee (ExCom), the World Planning Congress teams and other working bodies in the Society on major technical planning issues, with professional and academic integrity and competence.

2 Aims

The aims of the Scientific Committee are:

- To assist the Society to remain at the forefront of planning thinking and practice.
- To provide substantive opinion that helps the Board and the Head Office to continue to shape ISOCARP's proactive and progressive agenda of sustainable urbanisation and territorial development.
- To provide evidence-based analysis that enables the Society to make public contributions to international debates on critical issues related to cities and regions.
- To support the aims and objectives of the Society as set out in its Constitution.

3 Membership

The Scientific Committee consists of seven or more members appointed by the President following the processes described in clause 5. Those appointed must continue to be members of the Society during their term of office. The criteria for appointment are:

- relevant scientific achievement and/or contribution to the practice of city and regional planning;
- commitment to making a sustained contribution to the activities of the Scientific Committee (see clause 6);
- ensuring that the Scientific Committee is broadly representative of the world's planners in terms of (i) age, (ii) gender, (iii) global regions and (iv) area of practice (local, regional and national governments; private practice; teaching and research).

Members of the Scientific Committee are appointed for three years, Congress to Congress. Members may be appointed for a maximum of two consecutive three-year terms.

4 Duties and privileges of members

Members of the Scientific Committee are expected to consistently contribute to the activities of the Committee (see clause 6). The work of the Scientific Committee is conducted through online meetings, internet discussions and the review of documents.

Members are expected to attend the annual World Planning Congress and the Annual Meeting of the Scientific Committee which is held at the same time. If financial support for travel is available through sponsorship, members are also expected to attend at least one workshop a year.

As with other roles in the Society, membership of the Scientific Committee is voluntary. The Society relies on members volunteering their time and expertise in the interests of 'Knowledge for Better Cities and Regions', and such contributions are greatly appreciated. Members of the Scientific Committee do not pay the registration fee to attend the annual World Planning Congress.

5 How to contribute to ISOCARP as a member of the Scientific Committee

All members of the International Society of City and Regional Planners are eligible to nominate for appointment to the Scientific Committee. A Call for Candidates is issued every three years to all members of the Society. Candidates are invited to submit, within one month of the Call:

- a one-page statement (i) addressing the selection criteria listed in clause 3 and (ii) describing how the candidate intends to contribute to the Scientific Committee;
- an up-to-date CV;
- evidence of any prior involvement in the Society, such as attending the World Planning Congress;
- a signed statement (i) accepting the responsibilities described in the Scientific Committee's Terms of Reference and (ii) agreeing to be bound by the Society's Code of Conduct.

6 Appointments and procedure

The Scientific Committee is chaired by the Secretary General, unless the Secretary General delegates the role of Chair to another member of the Board. The Chair of the Scientific Committee:

- convenes a Selection Committee of two or more Board members other than the Chair and the President, which draws up a short list of up to ten nominations for the Committee;
- reports to the President and Secretary General with recommendations on appointments.

After consultation with all ExCom members, the President appoints six or more members to the Committee.

The Committee determines its own procedures.

Through the Chair, the Committee provides quarterly activity reports to the Board, which may:

- describe a number of topics of significant interest in the international planning field, in the present and near future, which are aligned with the ISOCARP agenda and are suitable for a future Congress or a major publication;
- identify distinguished experts and authors on issues of special or urgent importance, selected from the membership of the Society;
- identify distinguished experts and authors on issues of special or urgent importance from outside the Society, who may be invited to join the Society.

The President and the Secretary General ensure that the activities of the Scientific Committee are aligned with ISOCARP programs including UPATs and YPPs and working groups; and provide coordination with the ISOCARP Head Office.

7 Activities

The Scientific Committee will determine its priorities and program, taking into consideration the following needs.

- The scientific/technical content of the World Planning Congress:
 - identifying themes for future Congresses;
 - at the request of the Board, General Rapporteur and Local Organizing Committee (LOC), preparing statements regarding the theme and scope of the Congress;
 - at the request of the Board, General Rapporteur and LOC, proposing keynote speakers, other speakers, and Congress team members;
 - reviewing abstracts and papers for the Congress;
 - drafting the Congress Declaration for consideration in the final plenary.
- Advice on and reviewing of articles for ISOCARP publications.
- Policy-papers and Think-pieces on significant international planning issues and trends.
- Training courses and programs for members, for continuing professional development.
- Selection of jury members for ISOCARP competitions.
- Support for ISOCARP mentoring (including Mentor a Paper Program).
- Possible other activities:
 - providing an opinion on ISOCARP's substantive proposals, initiatives, dialogues, or roundtables;
 - providing input to articles and case studies;
 - providing support for flagship and other ISOCARP publications;
 - providing support and advice to ExCom.

8 Non-Compliance with the Terms of Reference

Members of the Scientific Committee who are not in a position to attend the Annual Meeting of the Committee, or who cannot be actively involved in the discussions and activities of the Committee, are expected to offer their resignation or may be asked by ExCom to make their position available to another suitable candidate.