




Institute of Town Planners Sri Lanka


39th Annual General Meeting- 2020/21

Resolutions

Ref: ITPSL/AGM/2020-21/Resolution/ 01

Name of the Member/s submitting the resolution:	Planner. Kishan Sugathapala Reviewed by the Special Committee Appointed by the council to review this resolution based on the comments received from the members. The committee was chaired by the President, and participated by the members of the PAB	Membership No/s:	F 38
Date of the AGM:	27 th March 2021		
Subject:	Membership Criteria: Improvements to the Fellow Membership Application Process		
01. Background Information:			
<p>As a Professional Institute responsible to promote the profession of Town Planning in Sri Lanka and to enhance the standard of the profession in keeping with global trends and developments in this field, Institute of Town Planners has a responsibility to maintain the standards of the Membership Application Process.</p> <p>During the Evaluation of the Fellow Membership Applications, Evaluation Panel notified the Executive Council on several shortcoming in the current application process.</p>			
02. Present Status and objective:			
<p>It was observed that the applicants for the Fellow Membership of the Institute needed a detailed guide to showcase their eligibility to the highest grade of the membership of the Institute. In this context, this resolution aims to prescribe details to the current eligibility requirements of the membership criteria.</p>			

03. Proposal/Resolution:	
<p>A new criterion is proposed to select the Fellow Members of the ITPSL. Therefore, be it resolved that II Appendix B1, section 2.1.1 and 2.1.2 be replaced and to read according to the details given in Annexure I. The Annexure I to be numbered as 2.1.1 and the existing section no. 2.1.3 to be amended as number 2.1.2.</p>	
04. Annexure	Annexure I
05 Signature of the Member and the Date	 21.03.2021
Official Use	
06. Comments and Observations at theAGM:	<ul style="list-style-type: none"> • General comment - No adequate time was given to the general membership for submitting their views. • <u>Plnr. Veranjan Kurukulasuriya</u> It's not clear whether one has to fulfil all the requirements and if so, how should the private sector/academic sector members can fulfill 21.2 (b) • <u>Plnr Hemantha Jayasundara</u> Key points are agreeable. Nevertheless, the wordings are ambiguous.
07. Decision at the AGM	(i) Circulate the resolution among members and request for comments, (ii) Submit the comments to the Executive Council to amend the resolution, (iii) Executive Council to adopt the amended resolution incorporating the comments of the members.

08. Proposed by:	Plnr. Priyani Nawarathna
09. Seconded by:	Plnr. Hemantha Jayasundera
10 Comments received after re-circulation of the Resolution among the general membership giving 14 days to comment.	NONE
11 Executive Council decision	Approved by the Council on the 15 th of August 2021 and confirmed on 12 th September 2021.
12. Hon. Secretary, ITPSL	

Annexure I (section 2.1.1)

Fellow member Criteria:				
	Broad Categories of requirements to be fulfilled	Minimum Industry Experience	Required Documentary proof	Maximum Credits
1.0	Basic Requirements	<p>2.1 Fellow Member</p> <p>2.1.1 Corporate Member (Member)- A Corporate Member of the Institute of Town Planners, Sri Lanka for a continuous period of not less than seven years,</p> <p>And,</p> <p>2.1.2 Practice - Have been engaged in the practice in the field of Town & Country Planning for not less than seven years. The town and country planning practice include institutional or individual planning practice, teaching, research, and any other work related to professional engagement in town planning.</p>	The applicant shall provide evidence in the form of letters of appointment, certifications of the head of the institutions or any other document acceptable to the council	

		And,		
2.0	Knowledge, Experience and dissemination.	<p>2.1.3 Professional Contribution - Has made a professional contribution to the field of town and country planning, acceptable to the Council as defined below:</p> <p>2.1.3.1 (a) Planning Experience in one of the fields mentioned below –</p> <ul style="list-style-type: none"> ○ National and Regional Planning, Development Planning, Strategic Planning, Structure Planning, Site Layout Planning and Project Planning. ○ Planning policy development, review and /or policy interpretation and advice. ○ Plan implementation including development assessment and statutory planning. ○ Assessment of impacts and effects of policy and development action including environmental, social, cultural, transport, built form and economic. ○ Land use assessment and management, including planning for mitigation of climate change and disaster management and adaptation and the assessment of natural resources. ○ Research evaluation and publishing of urban and regional related planning matters. ○ Administration and /or leadership of urban and regional governance. ○ Preparation of Planning related laws and regulation and enforcement. ○ Communication, negotiation and/ or mediation for planning outcomes with stakeholders. ○ Designing and/or delivering community engagement of planning related matters. ○ Project management of planning related matters 	Submit a detailed CV with evidence	

		<ul style="list-style-type: none"> ○ GIS/Spatial design including the use of data analytics. ○ Any other Town Planning related work acceptable to the Council <p>Or/and</p> <p>2.1.3.1 (b) Teaching practice– Experience in the teaching of the field of Town & Country Planning at a recognized academic institution after gaining the Corporate Membership (Member category) of the Institute.</p>	<p>The candidate shall submit a brief report giving details of subjects taught, period of such teaching, appointment letters, or certificates or a confirmed letter from the head of such institutions.</p>	30.0
3.0(a)	Contribution made to the Society	<p>3.1 Resource Persons - Contributions as resource person in panels, conferences, discussions, representatives of the ITPSL in professional forums, institutions etc.</p> <p>3.2 Consultancy - Professional consultancy experience gained after obtaining the Corporate Membership (Member)</p>	<p>The applicant shall submit evidence by invitation letters, appointment letters, certifications obtained from the relevant institutions or any other document acceptable to the ITPSL.</p> <p>The candidate shall submit a report supporting a brief of such consultancy assignments (Ex. name of the assignment/project, employer, position held, duration of the assignment, activities performed, and letters of appointments/certifications from the relevant Clients),</p>	05.0 10.0
3.0(b)	Research, Innovation and Development	<p>3.3 Research Papers/Research Projects - Research papers/ Projects on Town and Country Planning topics carried out after obtaining the Corporate Membership.</p>	<p>The candidate shall provide a report presenting a brief of such research work (Ex. Research theme, client, funding, date of submission, completion, research outcome. Copies of such research work may be submitted if the Council requests</p>	10.0

4.0	Other	4.1 Other – Awards received for the Town planning work, Patents, Attended Leadership programs, CPD Participation of programs related to Town Planning or any other subject area acceptable to the council.	The candidate shall provide evidence.	10.0
5.0	Literary Communication	5.1 Publications - Publication of a minimum of two articles/research papers/books/Newspaper articles/Articles in Planning Blogs either locally or internationally, in digital or print media.	A brief note shall be provided indicating the article's theme, date of publication, and media of publication. If the Council requests, copies of such publications shall be submitted	15.0
6.0	Contribution made to the Institute of Town Planners	6.1 Involvement in the Council Matters- A Member of the Executive Council, Standing Committees, Boards, or any other Special Committees of the Institute, attending any other committees/boards to represent the ITPSL or any other contribution made to the profession acceptable to the council. such as assisting the fundraising campaign.	Submit documentary proof.	20.0
5)	Required Credits- Minimum Total Credits Required to Upgrade a member to the category of a Fellow member is 75%			100
6)	The candidate shall have a very good professional conduct without having any evidence of mis conduct/mal practices etc.			
7)	Citation -A citation to be submitted by each candidate and it shall be recommended by Two Active Fellow Members as sponsors			
8)	Evaluation of the application- A Panel shall be appointed by the Executive council consisting of two Past Presidents of the Institute and a Fellow member appointed by the council as the convener. (Recommended to appoint the convener - chairman of the Membership and Disciplinary Matters Committee if he/she is a Fellow Member.) to evaluate the application			
9)	Interview - Face a portfolio interview by the candidate, conducted by the same panel appointed by the Executive Council.			
10)	Recommendation - The Panel shall evaluate the Fellow Membership application and conduct an interview with the applicant and submit a report containing their recommendations to the Council. (The panel has the full authority to decide the marks to be awarded)			