

Powers and Procedures of Council

The Society is subject to the stipulations of two organisations: The Charities Commission and Companies House. Its responsibilities to them, and under English Law, are laid down in the Society's governing documents: the Memorandum and Articles of Association [add file: mem+articles.doc]

1. The powers of Council are largely carried out through its Technical Committees: Executive, Finance, Technical Programme, Publications, Awards & Professional Standards, External Affairs, Membership & Publicity, Special Projects, Special Interest Groups and Education & Training. Council appoints the Chairman or Convenor of each committee, from amongst its members. The Chairman then nominates the members of his/her committee subject to the approval of the Council.
2. The powers of Council include:
 - a. The appointment of a Public Relations Officer and the determination of his/her remuneration and that of the Executive Secretary and any assistant Secretary,
 - b. The payment of all expenses and costs of drafting and incorporating the Society and of registering it with appropriate authorities,
 - c. Determining the charges for publications, use of the library, and attendance at residential courses and meetings of members, or the supply of technical information.
 - d. The Council may invite a person or persons distinguished in related fields to be the President or a Vice-President or Vice-Presidents (as the case may be) of the Society.
3. Council meets regularly for the despatch of its business and not less than three times in any year. A Council member can summon a meeting of Council at any time; the Hon. Gen. Sec. must do so if requisitioned by a member of Council. The quorum necessary for the transaction of business at a Council meeting is seven trustees.
4. Council ensures that proper minutes are made of all General Meetings of the Society, of all meetings of Council and of all meetings of the Committees. The minute's record all the business transacted, including appointments of Officers, at such meetings. When the minutes have been approved, at the succeeding meeting, the Chairman signs them.
5. Unless a ballot is demanded all questions are decided in the Council by show of hands.
6. Council must keep accounting records in accordance with current legislation. The accounts are kept at the registered office of the Society and they are always open to the inspection of members of Council.
7. Council is responsible for an Annual Review on the state of the Society that is presented at the AGM.
8. Council periodically reviews the subscriptions paid by members of the Society; and the charges made for publications of the Society and for attendance at residential courses or Technical Meetings.
9. Council ensures that the Society is adequately represented on the National Committee for Photogrammetry and Remote Sensing and at any other national forum.

Trustees

All ex-officio, elected, and co-opted members of Council are Trustees and as such have full responsibility for the management of the Society. Those attending Council as Observers or "in attendance" are not Trustees and so do not have a vote. No Trustee, without the express consent of Council and the Charity Commission, may hold any office of profit under the Society. Trustees each have a vote at Council meetings.

The Trustees are responsible for the overall governance and strategic direction of the Society, developing its aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Their main responsibilities are:

- To ensure that the Society and its representatives function within the legal and regulatory framework of the sector and in line with the organisations' governing document, continually striving for best practice in governance.
- To uphold the fiduciary duty invested in the position, undertaking such duties in a way that adds to public confidence and trust in the Society.

- To determine the overall direction and development of the Society through good governance and clear strategic planning.
- The Trustees are accountable in varying degrees to a variety of stakeholders, including members, the general public, funders, the Charity Commission, and Companies House.

Detailed descriptions of the full responsibilities of Trustees, as laid down by the Charities Commission, can be found on their website at <http://www.charity-commission.gov.uk/>