



Constitution
September '23

Index

About	— 2
Vision & Mission	— 3
Membership	— 3
Core Values	— 3
Code of Ethics	— 4
Association Activities	— 4
Governance	— 5
Membership Requirements & Rules	— 5
Member Personas	— 7
Roles of the Board	— 9
Board of Directors	— 10
Board of Trustees	— 13
Payment & Bank Details	— 15

The London Turkish Architects Association

The London Turkish Architects Association (LTAA) is a global professional membership organisation which fosters distinction and collaboration in architecture and related creative industries. Our primary objective is to connect relevant architectural bodies and communities in London. We will make every effort to act and serve as the architectural community's voice and ears.

The primary goal of the LTAA is to represent the collective interests of the entire Turkish architectural and design community in London. Thereby, the association's focus encompasses beyond conventional architecture to encompass other creative fields including urban planning, landscape architecture, environmental design, interior design, lighting design, furniture design and more.

The LTAA aims to create an environment where architects can excel in their craft while also learning from one another and cooperating on projects, research, workshops, competitions, talks, and various other activities. The idea is that the association provides a local environment for networking while also fostering and blending both professional and academic development. Also, a professional common ground where both British and Turkish architects, designers, manufacturers and the construction industries are all brought together.

The LTAA seeks to establish a cohesive network by bringing together a range of stakeholders, including architecture and design firms, professionals, and students, to advocate for the best interests of the Turkish architectural community in relevant discussions and decision-making processes.

Constitution

Welcome to the London Turkish Architects' Association! This constitution has been created to outline the core values and essential rules of our association. As a group of professional architects, we strive to foster a sense of community, promote excellence in architectural practice, and provide support to our members. We can develop a solid and efficient association for Turkish architects and designers by adhering to the following principles.

Vision & Mission:

Vision: To be a leading organisation representing Turkish architects and designers in London, promoting their professional development and contributing to the architectural industry.

Mission: To provide a platform for networking, knowledge sharing, and collaboration among Turkish architects and designers, while upholding the highest standards of ethical conduct and architectural excellence.

Membership:

Membership is open to Turkish architects, architectural professionals, and students residing in London. Membership is also available for professionals in related creative disciplines such as urban planning, landscape architecture, environmental design, interior design, lighting design, and furniture design.

Members are expected to abide by the association's membership rules and actively contribute to its activities.

Membership benefits include networking opportunities, professional development resources, access to events, and participation in association initiatives.

Core Values:

Professionalism: Members are expected to uphold the highest standards of professional integrity, competence, and ethical behaviour in their architectural practice.

Collaboration: Foster a spirit of cooperation and collaboration among members, encouraging the exchange of ideas, knowledge, and expertise.

Diversity & Inclusion: Embrace diversity and inclusion, ensuring equal opportunities for all members regardless of their background, gender, or ethnicity.

Sustainability: Promote sustainable design practices, advocating for environmentally responsible architecture and urban planning.

Continuous Learning: Encourage members to engage in continuous professional development, staying abreast of emerging trends, technologies, and regulations.

Code of Ethics:

Members shall conduct themselves in a professional and ethical manner, adhering to the established code of ethics for architects.

Respect for Clients: Treat clients with respect, honesty, and fairness, maintaining client confidentiality and prioritizing their best interests.

Integrity: Uphold honesty, transparency, and accountability in all professional dealings.

Competence: Strive for excellence, maintaining and improving professional knowledge, skills, and expertise.

Responsible Design: Consider the impact of architectural decisions on the environment, society, and public welfare.

Association Activities:

- 1. Regular Meetings:** Conduct regular general meetings, where members can discuss association matters, share experiences, and propose initiatives.
- 2. Workshops & Seminars:** Organize workshops, seminars, and lectures on various architectural topics, inviting experts to share insights and knowledge.
- 3. Networking Events:** Arrange networking events to facilitate connections between members, potential clients, and industry professionals.
- 4. Design Competitions:** Organize design competitions to showcase members' talent, promote creativity, and foster healthy competition.
- 5. Publications:** Publish newsletters, journals, or other informative materials to disseminate relevant architectural information, research, and news.

Governance:

The association shall be governed by a board of directors elected by the members, who will serve in leadership roles and oversee association activities.

Transparency: Ensure transparency in decision-making processes and financial matters, providing regular updates to members.

Committees & Working Groups: Establish committees and working groups to focus on specific areas of interest, such as education, professional development, or advocacy.

Together, we will develop the London Turkish Architects' Association in London into a dynamic and highly esteemed organisation which represents the interests of our profession and the community.

Membership Requirements & Rules

The requirements for membership, including any educational or professional requirements, are listed below. Additionally outlined are the steps for membership application, acceptance, and termination.

- Members must be residents of the UK and be currently based in London.
- All members must provide information about the applicant's educational background, including the institutions attended and degrees earned. Applicants who are still studying have to provide their student ID or student certificate.
- Applicants must submit a CV that details their professional background and relevant experience, such as experience working in an architectural office, design studio, or other related creative fields.
- All applicants are required to submit a one-time application fee of £60 once their application is confirmed. This fee is non-refundable. Student members are exempt from a one-time application fee.
- The annual membership price for professionals is £80. Student members are exempt from annual fees.

- All students must pay the one-time membership application fee and the annual fee as soon as they have graduated or completed their studies. Failure to do so may result in the suspension or termination of their membership privileges.
- Each member will receive a card with their membership number.
- A certificate of participation will be given to each lecturer and workshop participant.
- Members of the board must have at least two years of professional experience.
- For reasons relating to their professional honour, applicants must have complete confidence in their reputation and dependability in society and must not have been lawfully convicted of a deplorable crime.
- Any unethical behaviour and anyone found to have submitted false information during the registration process will result in the cancellation of membership and exclusion from all upcoming activities.
- Any unprofessional or disrespectful conduct towards the board of members or other members may result in the termination of membership and exclusion from any future activity.
- Members who have been removed from the member list in accordance with the disciplinary provisions cannot be re-entered into the member registration list until 4 years have passed.
- Each member has the right to leave the association as long as they provide written notice. As soon as the resignation petition of the member reaches the board of directors, the leaving procedures are deemed to be completed. The accumulated debts of the member to the association do not terminate with membership resignation. The member is obliged to pay the accrued debt until the resignation date.
- Members who do not fulfil their obligation to pay their dues for two consecutive years and do not pay their debts within the 15-day payment period given to them through official notifications are excluded from membership.

Member Personas

The London Turkish Architects Association will be composed of four primary personas, including:

1. The Student Persona - Fresh Protégé:

- **Background:** Fresh Protégé is an architecture or design student studying at a local university in London. They are fueled by creativity and caffeine, navigating the labyrinth of architectural theory and studio assignment submission deadlines. They are passionate about design and are eager to learn from experienced professionals in the field.
- **Goals:** Fresh Protégé dreams of transforming abstract concepts into tangible structures. They are eager to learn from the industry's wise owls and find their path in the maze of architectural possibilities. They therefore hope to connect with industry experts, gain insights into real-world architectural practices, and build a network that could potentially lead to internships or job opportunities.
- **Association Benefits:** Fresh Protégé hopes to access workshops and events where they can mingle with seasoned architects, gain hands-on experience, and uncover secret passages to success.

2. Freelancer Architect/Designer Persona - The Freelance Enigma:

- **Background:** The Freelance Enigma is a freelance architect or designer with an eye for detail and a computer that never stops rendering. Their creative lair is where ideas flow freely. They are like a masked vigilante, cloaked in creativity, their ideas serve as their weapons. Their arch nemesis is deadlines, much like everybody else in the creative industry, yet they require this for their origin story. They are also regulars at many local independent coffee shops and membership clubs.
- **Goals:** The Freelance Enigma aims to illuminate the design world with its unconventional concepts. They are always on the lookout for professional growth, collaboration, and exposure to innovative design trends. So it is their mission to infiltrate the architecture scene and form an alliance of unconventional thinkers.
- **Association Benefits:** The Freelance Enigma seeks gatherings of design vigilantes, collaborative operations where they can unmask their creations and forums where they can showcase their enigmatic designs.

3. Architect/Designer Working for Large Firms - Towering Titan:

- **Background:** Towering Titan is a seasoned architect at a towering firm in London. They are usually involved in designing large-scale mixed-use

projects and values staying updated with industry developments meanwhile trying to climb the extremely steep corporate ladder. So their designs reach for the sky, and they navigate the urban jungle with an umbrella and a blueprint. They are in a love-and-hate relationship with meal deals and coffee subscriptions.

- **Goals:** Towering Titan strives to conquer the challenges of large-scale projects and build architectural kingdoms that stand the test of time. They seek to share their knowledge and construct a network of fellow giants. They want to stay current with emerging technologies and industry trends, as well as contribute their expertise to the architectural community. They also seek opportunities for leadership and mentorship.
- **Association Benefits:** Towering Titan aspires to join conferences that touch the clouds of innovation, lead panels where they can share their lofty views, and engage in workshops to shape the skyline of knowledge.

4. Architecture/Design Professor Persona - Prof. ArchiSnark:

- **Background:** ArchiSnark manoeuvres through the labyrinth of architectural academia with a raised eyebrow and a coffee mug that's seen more all-nighters than most people. They're on a quest to uncover the hidden gems in architectural stress. They are dedicated to educating the next generation of architects and staying connected to the professional creative community.
- **Goals:** ArchiSnark's goal is to lead architects through a journey of sardonic enlightenment, revealing the charm of receiving feedback from five different stakeholders, each with their unique visions. And sharing their highly valuable insights about how to bring a rooftop garden in a basement to life or design as many extensions as possible in a lifetime.
- **Association Benefits:** Prof. ArchiSnark looks forward to presenting their "Stress Symposium: Turning Crisis into Comedy" at conferences, leading workshops on how to balance the weight of the industry with humour, and connecting with architects who appreciate the art of a well-placed eye-roll.

Despite the humour, the personas still reflect the diverse members that make up the London Turkish Architects Association. The association's activities and offerings should cater to their unique personas' needs and goals while fostering a sense of camaraderie and professional growth.

Roles of the Board

The roles of board members in the London Turkish Architects Association will involve various responsibilities related to the association's management, strategic direction, and representation. Here are the potential roles that board members shall undertake:

Strategic Planning: Board members must contribute to setting the association's long-term goals and strategic direction. They will be involved in discussions about the organization's mission, vision, and objectives, ensuring that they align with the interests and needs of the membership.

Governance and Decision-Making: Board members must participate in important decisions regarding the association's policies, activities, and initiatives. They will need to make informed choices that reflect the best interests of the members and the organization as a whole.

Financial Oversight: Board members will have a role in overseeing the association's financial matters. These shall include reviewing budgets, and financial reports, and ensuring that financial resources are managed responsibly and transparently.

Membership Engagement: Engaging with the membership is and always will be crucial. Board members shall interact with members to understand their needs, concerns, and ideas, ensuring that the association's offerings remain relevant and valuable.

Advocacy & Representation: The association aims to be the voice and ears of the architectural community. Board members will represent the association in relevant discussions with governmental bodies, industry stakeholders, and other organizations to advocate for the interests of the architectural community.

Networking & Partnerships: Board members shall play a role in building relationships with other architectural and design bodies, creative industry organizations, and institutions. Additionally, maintaining strong ties with the manufacturing and construction sectors is crucial. These partnerships could lead to collaborative projects, joint events, and expanded opportunities for members.

Event Planning & Programming: The board will be responsible for planning and organizing events, workshops, seminars, and conferences that benefit members by promoting knowledge sharing, skill development, and networking.

Communication & Outreach: Board members will oversee the association's communication efforts, including maintaining the website, social media presence, newsletters, and other communication channels to keep members informed about the association's activities and industry developments.

Ethics & Professional Standards: Ensuring ethical conduct and upholding professional standards within the association's activities and among its members will be the responsibility of the board.

Membership Recruitment & Retention: The board will be involved in strategies to attract new members and retain existing ones. This shall involve creating membership benefits, improving services, and addressing member concerns.

Continued Learning & Development: Board members themselves shall engage in ongoing learning and professional development to stay updated with industry trends, governance practices, and leadership skills.

National & Cultural Representation: Board members should always be enhancing the design and implementation capabilities of the architectural profession to take the lead in the development of the Turkish building materials and construction industry, as well as to promote the opening of qualified Turkish architectural services to both domestic and international markets and increase its global competitiveness.

Board of Directors

The following outlines the procedures for voting and making decisions for the LTAA's Board of Directors. It also covers the responsibilities of the following positions: President, Vice President, Secretary, Creative Director, Communication Director, Business Development Director, Treasurer, Director of Events and Programmes, and Director of Professional Development. Additional posts on the board of directors could be appointed if the members of the board decided it was necessary.

The **President** is the director of the LTAA and oversees its overall functioning. They provide strategic direction, supervise meetings as chair, and represent the association in external matters. They shall also act as the primary point of contact for the association.

The **Vice President** supports the President in their duties and may step in to fulfil the President's role when needed. They might also oversee specific initiatives or projects. They will assist the President in external representation when necessary.

The Secretary is responsible for maintaining accurate records of board meetings, handling correspondence, and managing official documents. They ensure the association's administrative functions run smoothly.

The Business Development Director is in charge of developing and carrying out strategies for long-term and sustainable financial growth. They are going to seek out sponsorships, partnerships, and funding opportunities for the LTAA. If required, they might handle grant applications and fundraising procedures.

The Creative Director provides direction and creative input for the association's events, projects, and branding. They will work in tandem with the Communication Director to ensure a consistent and creative visual identity for the LTAA.

The Communication Director manages the association's communication channels, including the website, social media, newsletters, and other forms of outreach. They keep LTAA members informed and engaged. They will work in tandem with the Creative Director to ensure a consistent and creative visual identity for the LTAA.

The Treasurer manages the association's finances, including budgeting, financial reporting, and oversight of financial transactions. They ensure responsible financial management and compliance.

The Director of Events and Programmes plans and executes association events, workshops, and programs. They coordinate event logistics, budgets, and schedules. They shall collaborate with the Creative Director and Communication Director for the curation and promotion of events.

The Director of Professional Development develops and oversees initiatives aimed at enhancing members' professional growth. They identify training and development opportunities for members. They shall collaborate with the Business Development Director for sponsorship of professional development activities.

The Board members shall serve a term of 4 years, with the possibility of re-election for one more term. The Board shall be structured to have overlapping terms to ensure continuity. After their term is over, board members can be elected for another position on the board.

Board members are not required to pay any membership dues or fees.

The founding board members who will represent the association and manage association-related activities and transactions are listed below until the association bodies are completely developed at the first general assembly.

President: [Kaan Oncuoglu - Architect](#)

kaan@ltaa.co.uk

Vice President: [Cemre Demirci - Architect](#)

cemre@ltaa.co.uk

Secretary: [Ege Gazioglu - Business & Marketing Consultant](#)

ege@ltaa.co.uk

Business Development Director: [Hazel Ozrenk - Architect](#)

hazel@ltaa.co.uk

Creative Director: [Ceren Akin - Architect](#)

ceren@ltaa.co.uk

Communication Director: [Dr Egemen Kizilcan - Architect & Full-stack Developer](#)

egemen@ltaa.co.uk

The existing board will be responsible for carrying out the duties of future positions until their appointments or elections, including those for treasurer, director of events and programmes, and director of professional development.

Decision-Making Authority:

All decisions related to the association's policies, finances, projects, and initiatives require board approval.

Decision-Making Process:

The President shall preside over board meetings and facilitate the decision-making process. Any board member can propose a motion, which must be seconded by another board member to proceed to a vote. A majority vote of at least %51 is required for a motion to pass unless the organization's bylaws specify a different voting threshold.

Proxy Voting:

Proxy voting is not allowed, and only board members present at the meeting can participate in voting.

How to Amend the Codes & Regulations:

The general assembly may decide to amend the rules and regulations. When voting on the rule modification, all board members with voting rights must be

present. A majority of at least 51% of the board members with voting privileges must vote to change the rules and regulations at the general board assembly. Even board members who did not participate or are without voting rights in the voting process must be notified of any modifications to the codes and rules.

Board of Trustees

The board of trustees will not be expected to actively work for the organisation or participate in its daily activities, but they will be selected or elected, as needed, based on their fields of expertise and experience. These additional voluntary roles provided by the board of trustees will showcase the diversity, and address various aspects of the profession and industry.

Design Excellence Advocate:

This board member focuses on promoting and recognizing design excellence within the association. They may oversee design competitions, awards, and design-related initiatives.

Architectural Education Advocate:

This board member advocates for architectural education and the development of educational programs within the association. They may work on initiatives to support students and promote architectural learning.

Sustainability and Green Building Advocate:

This board member promotes eco-friendly and sustainable design practices within the organisation. They may lead initiatives to promote green building and sustainability in architecture. Additionally, conveys knowledge and understanding of the global and local sustainability certificates' standards.

Technology and Innovation Specialist:

This board member stays updated with the latest technological advancements in architecture and promotes the integration of technology and innovation within the association's activities.

Urban Planning and Community Development Advocate:

This board member focuses on urban planning and community development initiatives. They may work on projects that involve improving urban environments and enhancing communities.

Historic Preservation and Heritage Conservation Expert:

This board member advocates for the preservation of historic architecture and cultural heritage. They may work on projects related to the restoration and conservation of historic buildings.

Interior Design and Spatial Planning Expert:

This board member specializes in interior design and spatial planning. They may lead initiatives related to interior design trends, space optimization, and related topics.

Product and Furniture Design Advocate:

This board member specializes in product and furniture design, emphasizing the integration of well-designed furniture and products within architectural projects. They may lead initiatives related to furniture design trends, product selection, and the harmonious integration of interior elements within architectural spaces.

Lighting Design Expert:

This board member specializes in lighting design, with a focus on creating aesthetically pleasing and functional lighting solutions for architectural projects. They may lead initiatives related to innovative lighting design techniques, energy-efficient lighting, and the impact of lighting on the overall architectural experience.

Landscape Architecture and Outdoor Spaces Specialist:

This board member specializes in landscape architecture and outdoor design. They may work on projects related to landscaping, parks, and outdoor spaces.

Architectural Journalism and Publications:

This board member is responsible for overseeing the association's publications, including newsletters, journals, and architectural magazines.

Design Ethics and Social Responsibility Advocate:

This board member promotes ethical design practices and social responsibility within the architectural profession. They may lead initiatives related to community engagement and socially responsible design projects.

International Architecture and Cultural Exchange Coordinator:

This board member focuses on international architectural collaborations and cultural exchange programs. They may act as a liaison for the Turkish architects and designers in the global scene. They may work on initiatives to connect the association with architects and organizations from around the world.

Membership & Community Liaison:

The Membership Liaison serves as a bridge between the board and the association's membership, ensuring that all the members of the board, both directors and trustees, understand the needs and concerns of the members.

If the general assembly deemed it necessary, more positions could be added to the board of trustees.

Payment & Bank Details:

One-Time Membership Fee:

Once their application has been approved, professional members must submit a single payment of **£60**. The bank account information for this fee is as follows:

- Bank Name: **Metro Bank**
- Account Name: **London Turkish Architects Associat**
- Account Number: **51646807**
- Sort Code: **23-05-80**
- Reference: **[Insert Member's Name]**

Members should include their unique membership ID as a reference when making the payment to facilitate the LTAA's record-keeping and membership verification.

Annual Membership Fee:

Professional members are required to make a recurring payment of **£80** each year. The bank account information for this fee is as follows:

- Bank Name: **Metro Bank**
- Account Name: **London Turkish Architects Associat**
- Account Number: **51646807**
- Sort Code: **23-05-80**
- Reference: **[Insert Member's Name]**

Similar to the one-time membership fee, members should use their unique membership ID as a reference when making the payment to ensure that the association can track and verify the payment.

For payments made internationally outside of the United Kingdom:

- IBAN: **GB54MYMB23058051646807**
- SWIFT BIC: **MYMBGB2L**