The LINNEAN SOCIETY of London

Standing Orders of Council

Contents

Chapter 1: Introduction

1.1 The Standing Orders of Council (hereafter referred to as 'Standing Orders') form part of the governing documents of the Linnean Society. They are subordinate to, and should be read in conjunction with, the Royal Charters and the Bye-Laws. Provisions included in the Charters and Bye-Laws are not repeated in the Standing Orders.

1.2 Council has the power to approve and modify the Standing Orders. Council shall review the Standing Orders as needed, and no less than once every three years. Copies of the Standing Orders are available to Members on request.

1.3 Unless otherwise indicated, the definition and interpretation of terms follows those as given in the Bye-Laws.

1.4 Associated documents are given in italics when first mentioned, with further details included in the Appendix.

Chapter 2: Membership

2.1 All members must abide by the *Membership Code of Conduct* and should be aware that their data will be used according to the Society's *Privacy Policy*.

2.2 All members (except Honorary Fellows) must pay an Annual Contribution each year otherwise they cease to be in good standing. Members who joined after 23 May 2025 must pay on or before the anniversary of their joining the Society, members who joined before this date must pay on or before 23 May.

From 23 May 2023, the rates are as follows:

	£
Fellows in high-income economies[1]	65
Fellows in upper-middle-income economies	41
Fellows in lower-middle-income economies	30
Fellows in low-income economies	24
Associates	65
Student Associates	10

2.3 Members who wish to petition Council to consider waiving their Annual Contribution in part or in full should make the request in writing, delivered to the Membership Officer at the Office of the Society or by email to membership@linnean.org. The petition should be no longer than 500 words and provide a reasoned argument as to why this should be granted. Such waivers will be time limited and ordinarily be for one year, renewable on application.

2.4 Council waives the Annual Contribution for the Society's staff who are members. The Bye-Laws state that such staff are ineligible for voting. Council has also determined that they are not able to nominate new Trustees, although they are able to nominate individuals for Fellowship, Honorary Fellowship and for medals and awards.

2.5 From 23 May 2025 the provision for Fellows to pay a composition fee to become a life member shall cease. Fellows who are already life members shall continue to be exempt from paying an Annual Contribution, and receive full benefits of Fellowship, until such time as they cease to be a Fellow.

2.6 Fellows may subscribe to electronic access to all the Society's journals (Biological, Botanical, Evolutionary, and Zoological Journals of the Linnean Society) on payment of a £20 annual fee.

[1] Following the World Bank country classification. https://datahelpdesk.worldbank.org/knowledgebase/articles/906519-world-bank-country-and-lending-groups

Chapter 3: Fellows

3.1 Application for Fellowship is by a written *Fellowship Application* form, delivered to the Membership Officer at the Office of the Society or by email to membership@linnean.org. Applications shall be registered with the date of receipt.

3.2 The application shall specify the full name, title, position, profession, qualifications, nationality, year of birth and usual place of residence of the candidate, with contact details including email address and telephone number; and shall include a statement (of no more than 500 words) outlining how the candidate contributes, or has contributed, to the Object of the Society, and why they wish to become a Fellow. Applications shall also include the names and contact details of two referees who agree to being contacted by the Society regarding the application. Referees can be members of the Society or non-members.

3.3 The timetable for the scrutinising and election of new Fellows is as follows:

Application deadline	Objection deadline	Fellowship Committee meeting	Council meeting (date of election)
1 December	1 January	First/second week January	Third week January
1 February	1 March	First/second week March	First week April
1 May	1 June	First/second week June	Fourth week June
1 September	1 October	First/second week October	Third week October

3.4 Fellows making reasoned objections to an application should do so in writing marked 'confidential' and sent to the CEO at the Office of the Society or by email to ceo@linnean.org. Written objections shall be registered with the date of receipt.

3.5 Applications will be assessed by the Fellowship Committee on the basis of evidence showing an applicant's active involvement in delivering aspects of the Society's mission. Any reasoned objections received will be taken into consideration. If further information is required, the application may be deferred while references are taken up. The Committee will report to the Council their judgement on the suitability of the applications taking into consideration any objections received. The Committee will recommend to Council those individuals who should be: (a) elected to the Fellowship; (b) deferred pending further consideration; and (c) rejected.

3.6 On approval at a Council meeting, successful applicants are deemed elected as Fellows of the Society. The Council can request further information from the Fellowship Committee about any applicant before making a decision about whether or not to approve.

3.7 A membership appeals procedure shall take place in the event that an applicant disagrees with Council's decision to reject their application to join the Fellowship.

Should any complaints be received prior to this step, the Society's Complaints Procedure will be applied.

3.8 The appeals procedure shall involve the following steps:

(a) The President or, if they are unavailable, a Trustee nominated by the President (who shall not be a member of the Fellowship Committee) shall chair the appeals procedure. This shall involve the formation of a Membership Appeals Panel comprising the President and one other Trustee and one non-Trustee Fellow (neither of whom are members of the Fellowship Committee). The Membership Appeals Panel shall review the background material and invite the Fellowship applicant to an appeals hearing.

(b) The Membership Appeals Panel shall recommend the course of action. If there is a difference of opinion, the chair shall have the casting vote.

(c) The recommendation of the Membership Appeals Panel shall be put forward to the Council at the next meeting of the Council. The Council shall vote on the recommendation by a simple majority, which shall subsequently be communicated to the Fellowship applicant by the President. This decision is final.

3.9 Payment of first Annual Contribution is expected within one month of notification of election. Fellows are deemed admitted on receipt of this first payment. If the first Annual Contribution is not received within six months the election is deemed void and the applicant shall need to re-apply for membership.

3.10 An optional welcoming ceremony for admitted Fellows in good standing shall be arranged at least once a year on the day of the Anniversary Meeting, and on any other days should there be demand. Fellows should request in advance that they wish to attend a welcoming ceremony and their status as a Fellow in good standing should be verified by the Membership Officer. The welcoming ceremony shall include the following steps:

(a) A preamble to the event and reading of the Obligation (see below) by the President, who would normally wear the hat and collar of office, and be dressed in the President's gown.

(b) The reading of the Fellow's name and a short statement of their interests by the CEO or a Vice-President. The Fellow should stand when their name is called and walk to the dais whilst their interests are being read.

(c) The Fellow makes the Obligation by signing the Roll and Charter Book.

(d) The President takes the Fellow's hand and says *A. B., by the authority and in the name of the Linnean Society, I welcome you as a Fellow thereof*. A photograph is usually taken at this point to record the event.

(e) The President doffs their hat (in recognition of the Fellow no longer being a stranger) and puts in back on if there is another Fellow to be welcomed, or puts it down on the desk if this is the last Fellow.

(f) The Fellow returns to their seat to applause from the audience, and the process is repeated for each person to be welcomed.

3.11 The Obligation shall be in the following words: *We who have hereunto subscribed, do hereby promise, each for themself, that we will endeavour to promote the good of the Linnean Society, and to pursue the ends for which the same was instituted; that we will be present at the meetings of the Society, as often as conveniently we can, especially at the Anniversary Meeting, and upon extraordinary occasions; and that we will observe the statutes, Bye-Laws, and orders of the said Society. Provided that, whensoever any of us shall signify to the President, under our hands, that we desire to withdraw from the Society, we shall be free from this Obligation for the future.*

3.12 In addition to the rights provided for in the Bye-Laws, Fellows receive communications from the Society, including The Linnean, and may also borrow books from the Society's library in accordance with the Society's *Collections Access Policy*.

Chapter 4: Honorary Fellows

4.1 The maximum number of Honorary Fellows shall be 75.

4.2 On 23 May 2025 all existing Foreign Members and Fellows *honoris causa* shall be deemed to become Honorary Fellows, and the former categories discontinued.

4.3 The Council has determined that Honorary Fellowship should be granted to individuals as a means of recognising and thanking them for their contributions to the work of the Linnean Society and its mission.

4.4 The Fellowship may propose individuals to Council they feel meet the eligibility criteria for Honorary Fellowship. Proposals should be made by sending a completed *Honorary Fellowship* application form to the Membership department at membership@linnean.org or by post. Forms will be initially reviewed by the Membership Officer, the CEO, the Chair of the Fellowship Committee and the President. If the criteria are met, these will be shared for Council's consideration. Once reviewed, Council will table any Honorary Fellowship nominations to the Fellowship to be voted upon at the Anniversary Meeting. Proposals from the Fellowship require the support of six or more Fellows. The maximum number of Honorary Fellows allowed is 75. The annual deadline for submitting a proposal is 23 February.

4.5 Voting for the election of Honorary Fellows will be held prior to the Anniversary Meeting and, unless indicated by Council in the meeting notice, will ordinarily follow the procedure outlined in Chapter 9.

4.6 Honorary Fellows will receive, as soon as may be after the election, a certificate over the Common Seal, signed as indicated in the Bye-Laws.

4.7 On election, Honorary Fellows will have their details entered onto, or updated in, the Society's Register of Members (see Bye-Laws). Honorary Fellows will also be listed on the Society's website.

4.8 In addition to the rights provided for in the Bye-Laws, Honorary Fellows receive communications from the Society, including The Linnean, may borrow books from the Society's library in accordance with the Society's *Collections Access Policy*, and are entitled to have free electronic access to all the Society's journals.

Chapter 5: Associates

5.1 Associate membership is open to anyone over the age of 18 interested in the Object of the Society.

5.2 Individuals who are registered as full or part-time students in tertiary education may apply to be a Student Associate. Student Associates pay a reduced Annual Contribution.

5.3 Admission is by an *Associateship Application* form delivered to Membership Officer at the Office of the Society or by email to membership@linnean.org. Applications shall be registered with the date of receipt.

5.4 The application form shall specify the name, title, profession, qualifications, nationality, year of birth and usual place of residence of the candidate; and shall include a short statement (of no more than 300 words) outlining their interest in the Object of the Society. Applications for Student Associateship must also include proof of registration at a college, university or other tertiary education organisation.

5.5 Applications are assessed by the Membership Officer: there is no election process. On acceptance of a valid application, the Membership Officer shall notify the applicant, and they shall be deemed admitted as an Associate/Student Associate upon receipt of their first Annual Contribution by the Society.

5.6 On admission, Associates will have their details entered onto the Society's Register of Members (see Bye-Laws). The names and interests of new Associates shall be listed for information at meetings of Council.

5.7 The use of the post nominal ALS by Associates is no longer supported by the Society and should not be used.

5.8 In addition to the rights provided for in the Bye-Laws, Associates receive communications from the Society, including The Linnean, and full Associates (but not Student Associates) may borrow books from the Society's library in accordance with the Society's *Collections Access Policy*.

5.9 Students may retain their Student Associateship while they remain students, and must notify the Membership Officer when they cease to be a registered student before 23 May following their change in student status. In this notification the former member may opt to resign their membership of the Society or to have their membership converted to an ordinary Associate. Those wishing to become a Fellow should follow the application process for new Fellows.

Chapter 6: Termination of Membership

6.1 Deaths of Members should be reported to the Membership Officer by post to the Office of the Society or by email to membership@linnean.org. Deaths will be reported at the next meeting of Council.

6.2 Should a Member wish to resign, they may do so in writing delivered to the Membership Officer by post to the Office of the Society or by email to membership@linnean.org. Resignations shall be registered with the date of receipt and will be reported at the next meeting of Council.

6.3 If a Member fails to pay the Annual Contribution within three months of the due date, their Membership shall be suspended. They shall continue to receive electronic communications from the Society, but all other benefits shall cease. The names of suspended Members shall be considered by the Fellowship Committee and reported at the next meeting of Council. Reminders of outstanding payments shall be sent periodically by the Membership Officer, with suggestions to apply to the Goodenough Fund in cases of financial hardship. Unless otherwise agreed by Council, suspended Members who have not paid their dues within eight months of the due date shall have their Membership terminated. Terminations will be reported at meetings of Council.

6.4 If a Member who has resigned, or whose membership has been cancelled, in the last five years wishes to be reinstated Council defers authority to the Head of Membership and Development to decide on the reinstatement. If a reinstatement is requested more than five years after the membership has lapsed or been cancelled, or if there are any concerns regarding the reinstatement, the reinstatement request will be referred to the Fellowship Committee to review and make a recommendation to Council to approve.

6.5 Members, staff, and non-members can report, in confidence, any allegations about Members who they believe have committed any actions stipulated in the section covering Termination of Fellowship in the Bye-Laws. Allegations should be delivered to the CEO marked as ‘Confidential: for the attention of the CEO only’ by post to the Office of the Society or by email to ceo@linnean.org. The CEO shall confirm whether or not the complainant wishes to lodge a formal complaint, which would then trigger the disciplinary procedure. Complainants must be named. Anonymous complaints cannot be actioned. The CEO shall inform the Chair of the Fellowship Committee of any formal complaints. The Chair shall seek

Council's approval, via votes cast by email, to immediately and temporarily suspend the Fellow while the disciplinary procedure runs its course.

6.6 The disciplinary procedure shall involve the following steps:

(a) Council shall form a Membership Disciplinary Panel within two weeks of receiving a complaint. The Panel shall be chaired by the Chair of the Fellowship Committee or, if they are unavailable, a Trustee who is not the President. The Panel shall comprise three Fellows in total: two Trustees (including the Chair) and one Fellow not on Council.

(b) The Chair shall conduct a background investigation and report their findings to the Panel.

(c) The Member under investigation shall be invited to attend a hearing by the Membership Disciplinary Panel. They have the right to be accompanied by another Member, although this accompanying Member shall not be entitled to speak unless the Member under investigation asks them to do so on their behalf.

(d) The hearing shall take place within six weeks of the CEO receiving the complaint.

(e) After the hearing, the Panel's decision on whether to recommend to Council that the Member should be removed from the Membership shall be made according to a simple majority vote.

(f) The Member under investigation shall receive a written note of the recommended outcome from the Chair within one week of the hearing meeting. They have the right to appeal to the President within one week receiving this notification.

(g) The President or, if they are unavailable, a Trustee nominated by the President (who shall not be a member of the Membership Disciplinary Panel) shall conduct an appeal process. This shall involve the formation of an Appeal Panel comprising the President and one other Trustee who was not a member of the Membership Disciplinary Panel. The Appeal Panel shall review the background material and invite the Member under investigation to an appeal hearing. They shall have the right to be accompanied by another Member, although this accompanying Member shall not be entitled to speak unless the Member under investigation asks them to do so on their behalf.

(h) The Appeal Panel shall recommend what action, if any, should be taken. If there is a difference of opinion, the President shall have the casting vote.

(i) The recommendation of Membership Disciplinary Panel, and when appropriate the Appeal Panel, shall be put forward to Council at the next meeting of Council. Council shall vote on the recommendation(s), which shall subsequently be communicated to the Member under investigation by the President. This decision is final.

Chapter 7: General Meetings

7.1 Guests may only attend General Meetings on the invitation of the President or the Chair of the meeting. Guests wishing to attend should send a written request delivered to the Membership Officer by post to the Office of the Society or by email to membership@linnean.org, received at least seven clear days before the meeting. Requests shall be registered with the date of receipt. Staff of the Society can automatically attend as guests of the President.

7.2 Fellows may call an Extraordinary General Meeting (EGM) by a written request delivered to the CEO by post to the Office of the Society or by email to ceo@linnean.org. The written notice shall state the purpose of the meeting, including the reason for the meeting, and the motion(s) to be brought before the meeting. The notice shall also include the names of at least 50 eligible Fellows who support the calling of the EGM. Requests shall be registered with the date of receipt.

7.3 Voting to accept the annual report and accounts, the appointment of auditors or for any other motion at a General Meeting will be via a show of hands from those attending in person and online, unless six Fellows call for a ballot. If a ballot is called this shall be arranged either at the meeting or as soon after as practical.

7.4 Voting for the election of Trustees, Officers and Honorary Fellows will be held prior to the General Meeting and, unless indicated by Council in the meeting notice, will ordinarily follow the procedure outlined in Chapter 9. The Council has determined that it is unnecessary to approve the form of voting prior to each General Meeting unless there is a change to procedure.

Chapter 8: Proxy voting

8.1 Should Council decide that proxy voting shall be permissible for a ballot, a Fellow may cast their own vote or appoint a proxy to vote on their behalf. The proxy may be the Chair of the meeting or another individual Fellow attending the meeting in person.

8.2 When needed, a *Proxy Appointment* form shall be provided to all Fellows of good standing along with the notification of the ballot. Any Fellow wishing to appoint a proxy must complete the form and send it to the Membership Officer by post to the Society's Office, or by email to membership@linnean.org, to be received no later than 48 hours before the appointed time that the ballot closes. Any purported appointment of a proxy which does not comply with the above is invalid.

8.3 Apart from the Chair, no individual Fellow may carry more than nine proxy votes.

8.4 Fellows may revoke the appointment of their proxy by a written notification delivered to the Membership Officer at the Society's Office, or by email to membership@linnean.org, received no later than 48 hours before the appointed time that the ballot closes.

8.5 A vote given by a proxy shall be valid notwithstanding the death of the individual Fellow before the time the ballot closes.

8.6 Fellows shall be deemed to not be personally present for discussion of an item at any General Meeting if they have appointed a proxy for that part of the meeting.

8.7 On a vote taken by a show of hands at a General Meeting, any Fellows holding one or more proxy votes shall vote only on their own behalf, and the Chair shall add the number of proxy votes received to those cast by those present at the meeting.

Chapter 9: Trustees

9.1 The report of the Nominations Committee to the October meeting of Council shall include recommendations for desirable skills and experience which are deemed to be lacking following the retirement of Trustees at the next Anniversary Meeting. This may include the need for an Officer. After the meeting, the President shall write to the Fellowship seeking proposals for new Trustees and informing them of the preferences of Council in seeking to keep an appropriate balance and set of Trustee skills and experience.

9.2 Proposals for new Trustees should be made using the *Trustee Nomination* form, delivered to the Membership Officer at the Office of the Society or by email to membership@linnean.org. Proposals shall be registered with the date of receipt.

9.3 The timetable and process for Trustee, Officer and Honorary Fellow elections shall be as follows:

(a) 23 February: nomination deadline for Trustees, Officers and Honorary Fellows.
(b) March: nominations for Trustees and Officers scrutinised by the Nominations Committee.
(c) April: nominations for Trustees, Officers and any Honorary Fellows are scrutinised by Council.
(d) Late April: The *Trustee Nomination* forms and *Honorary Fellowship Application forms* of individuals eligible for election shall be sent to Fellows at the same time as the notification of the Anniversary Meeting.
(e) 1 May (or nearest working day): voting opens. Fellows shall be given details of the membership area of the Society's website where they can register their vote. Paper ballot forms for voting by post shall be available on request for those who do not wish to vote online.
(f) Two clear days before the Anniversary Meeting: ballot closes.
(g) One clear day before the Anniversary Meeting: checking and counting of votes. Election shall be by simple majority.

(h) Election of Trustees and Officers shall be by simple majority (Bye-Laws stipulate a two thirds majority for Honorary Fellows).
(i) Anniversary Meeting: announcement of results.

9.4 Council may remove a Trustee from Council via the following procedure:
(a) An investigation is conducted into the suitability of the Trustee concerned to remain on Council, and the evidence shared with the Trustees.
(b) The Trustee concerned shall have a right to be heard in person, or through a representative on their behalf, at a meeting of Council.
(c) At least two-thirds of the Trustees present at a meeting of Council resolve to remove the Trustee concerned from office.

9.5 The roles and responsibilities of the President and Treasurer are outlined in role descriptions approved by Council (see Appendix).

9.6 At the March meeting of Council prior to the Anniversary Meeting in the penultimate year of a President, Council shall select an individual from amongst existing Trustees, or those nominated for election as Trustees at the Anniversary Meeting, to put forward for election as the President-Elect. A brief biography of the nominee shall be sent to Fellows at the same time as the notification of the Anniversary Meeting. Voting shall follow the same procedure as for new Trustees, see above. If the Fellowship rejects this nomination, Council must call an EGM to resolve the appointment of a President-Elect.

9.7 The President-Elect shall not be given any formal duties in addition to their role as a Trustee. However, during their year, they shall be offered training as required. In the April preceding the commencement of their role as President, they shall be expected to attend handover meetings with the President, Treasurer, and CEO.

9.8 When a Treasurer needs to be elected, Council shall select an individual from amongst existing Trustees, or those nominated for election as Trustees at the Anniversary Meeting, to put forward for election. The proposed person should be familiar with the finances of the Society. A brief biography of the nominee shall be sent to Fellows at the same time as the notification of the Anniversary Meeting. Voting shall follow the same procedure as for new Trustees. If the Fellowship rejects this nomination, Council is empowered to appoint an acting Treasurer until a Treasurer is elected at a General Meeting.

9.9 Vice-Presidents may deputise for the President at Society events and meetings, and may carry out other duties as requested by Council.

Chapter 10: Meetings of Council

10.1 The annual schedule of meetings of Council shall normally take place on Thursdays in January, April, June and October.

10.2 The President may call additional Extraordinary Meetings of Council to discuss any items that need urgent or more focused discussion and resolution.

10.3 The President is responsible for setting the agenda for such meetings, with the support of the CEO. The agenda and supplementary papers shall ordinarily be sent to the Trustees a week in advance of a meeting. Regular items on the agenda include:

(a) Apologies.
(b) Declaration of conflict of interests.
(c) Approval of the minutes of the last meeting.
(d) Main items for discussion.
(e) Any other business (AOB).

Trustees should raise any substantive AOB items with the President in advance of a meeting.

10.4 The President may add a closed session to the agenda to discuss matters without staff members in attendance.

10.5 Voting shall be conducted by a show of hands of those present, unless two or more Trustees demand a ballot.

10.6 Following a meeting, the CEO shall arrange for draft minutes to be sent to the Treasurer for review, to ensure any financial information is captured accurately, and then on to the President for review. The President-approved minutes shall be circulated to Trustees with the papers for the next meeting of Council.

10.7 Approved minutes of meetings of Council shall be lodged in the official records of the Society.

Chapter 11: Powers of Council

11.1 The powers of Council are documented in the *Schedule of Matters Reserved to the Council*. This document is reviewed and updated by Council at least every three years.

11.2 Council delegates to the Executive according to the *Scheme of Delegation from the Council*. This document is reviewed and updated by Council annually.

11.3 When an urgent decision is needed between meetings of Council, Trustees may empower the Officers to make such decisions on their behalf.

11.4 Council delegates powers and duties to the following committees to make proposals and recommendations to Council, according to Terms of Reference that are set out for each committee: Audit Committee; Fellowship Committee; Finance & Risk Committee; Medals and Awards Committee; Nominations Committee; Remuneration Committee; and Safeguarding Committee (see Appendix).

11.5 Council delegates powers and duties to the following committees to advise staff and Council, according to Terms of Reference that are set out for each committee: Collections Committee; Engagement Committee; and Publishing Committee (see Appendix).

11.6 All committees have shall have the power to seek advice from within and without the Society.

11.7 The chairs of the committees shall report to Council at least annually. The minutes of each committee shall be kept in the Society's official records, together with such correspondence and documents relating to the business of the committee as the committee may think it desirable to keep.

11.8 Council delegates appointment and management of Honorary Curators to the Head of Collections.

11.9 Council may also resolve to establish, modify, and disband time-limited working groups to oversee and complete certain tasks.

11.10 The Council reserves the right to rescind a medal or award.

Version:	Amended on:	Amended by:	Approved on:	Approved by:
V1	11/01/2024	Gail Cardew and Mark Watson	19/01/2024	Council
V2	20/03/2024	Gail Cardew	22/03/2024	Council
V3	17/01/2024	Gail Cardew	17/10/2024	Council
V4	16/01/2025	Gail Cardew	16/01/2025	Council
V5	27/03/2025	Gail Cardew	03/04/2025	Council
V6	29/01/2026	Gail Cardew & Andrew Swan	29/01/2026	Council
V7	02/02/2026	Mark Watson & Gail Cardew	02/04/2026	Council

Appendix: Governance-related documents of the Linnean Society

Royal Charters

The original Royal Charter of 1802, Supplemental Charter of 1904, Supplemental Charter of 2005 and Supplemental Charter of 2024 incorporate the Society, and set out its legal status and powers.

Bye-Laws

The Bye-Laws are the rules established by the Society to regulate itself and serve the object of the Society. The current Bye-Laws were adopted by the Fellowship on 23 March 2023 and took effect from 21 November 2024.

Additional documents

The following documents are reviewed regularly by Council, independently to the Standing Orders (*available on the Society's website):

Policies

- Anti-bribery and Corruption
- Anti-bullying and Anti-harassment
- Anti-money Laundering
- Carbon Action Plan
- Collections Access Policy
- Collections Development Policy
- Complaints Policy
- Conflict of Interest Policy (for Trustees)
- Engaging External Speakers Policy
- Environmental and Social Policy
- Equality, Diversity and Inclusion Policy
- Ethical Fundraising and Gift Acceptance Policy
- Health and Safety Policy
- Investment Policy
- Membership Code of Conduct
- Privacy Policy*
- Remuneration Policy
- Risk Management Policy
- Safeguarding Policy*
- Schedule of Matters Reserved to the Council
- Scheme of Delegation from the Council
- Social Media Policy
- Trustee Code of Conduct
- Whistleblowing Policy and Procedure

Forms

- Associateship Application*

- Fellowship Application*
- Honorary Fellowship Application Form
- Trustee Nomination
- Proxy Appointment

Role Descriptions

- President Role Description
- Treasurer Role Description
- Trustee Role Description

Committee Terms of Reference

- Audit Committee Terms of Reference
- Collections Committee Terms of Reference
- Engagement Committee Terms of Reference
- Fellowship Committee Terms of Reference
- Finance & Risk Committee Terms of Reference
- Medals and Awards Committee Terms of Reference
- Nominations Committee Terms of Reference
- Publishing Committee Terms of Reference
- Remuneration Committee Terms of Reference
- Safeguarding Committee Terms of Reference