



**CONSEIL DES COMMUNES ET RÉGIONS D'EUROPE**  
SECTION EUROPEENNE DE CITES ET GOUVERNEMENTS LOCAUX UNIS

# **STATUTES**

## **of the Council of European Municipalities and Regions**

***Adopted by the Policy Committee  
in Sevilla, 23 October 2006***

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## P R E A M B L E

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Elected members representing the local and regional authorities of Europe reaffirm:

- that the autonomy of local and regional authorities is the bulwark of personal liberties;
- that local and regional authority freedoms are everywhere threatened by the encroachments of the State;
- that the federation of the European States is held back, despite the wishes of the people, by ever recurring disputes between the States;
- that the elected members representing local and regional authorities, united across national frontiers by their responsibilities as administrators in direct contact with the people and with day-to-day realities, are the builders of a free, united Europe respectful of its diversity.

For these reasons they have formed the Council of European Municipalities and Regions, a European Association of Local and Regional Authorities.

This Council must become a permanent institution in the European structure.

It will strive, without delay, to extend the liberties of local and regional authorities and to lead on to a united Europe founded upon these liberties, and to ensure that the local and regional authorities may participate - by appropriate methods - in the unification of Europe.

It appeals to all individuals and organisations connected with local and regional government to assist in accomplishing this task.

# STATUTES

## **ARTICLE I: AIMS AND OBJECTIVES**

- a. The Council of European Municipalities and Regions - abbreviated hereafter as CEMR - is an international non-profit Association under the French law of 1901.
- b. The founding aims of CEMR are:
  1. to secure, strengthen and protect the autonomy of local and regional authorities;
  2. to facilitate the operations of local and regional authorities, safeguard their liberties and contribute to their prosperity, in particular through the development of inter-authority arrangements and undertakings;
  3. to develop the European spirit amongst local and regional authorities with a view to promoting a federation of the European States founded on the autonomy of these communities;
  4. to provide for the participation and representation of local and regional authorities in the European and international institutions;
  5. to achieve the establishment amongst the existing and future European institutions of an assembly representing local and regional authorities.
- c. Furthermore, and respecting the International and European Charters and instruments of Human Rights and on local and regional self-government, CEMR has established the following objectives:
  1. to influence European legislation, in particular by ensuring the consultation of local and regional authorities;
  2. to promote the principles of good governance among its members and ensure the participation of citizens in the decision-making process;
  3. to stimulate the exchange of good practices between its members
  4. to encourage international cooperation by European local and regional authorities.

## **ARTICLE II: MEMBERSHIP**

The members of CEMR are:

### **1. National sections and associations**

- 1.1. A national association of local and regional authorities duly constituted in a member State of the Council of Europe, having regard to the democratic principles set out in the latter's Statute, may become a member of CEMR. membership implies adherence to this Constitution. The national associations are invited to group themselves into national sections, which may also become a member of CEMR.
- 1.2. The national section historically constitutes CEMR's basic structure. A national section shall be open to membership to:
  - a. national associations of local and/or regional authorities;
  - b. local and regional authorities or groups of authorities having direct membership of the national section.

- 1.3. Subject to the specific cases referred to in Article 1.4, a national section or association may only be admitted to membership if it represents at least one third of the population served by one or more categories of local and regional authorities or at least one quarter of the population of the member State.
- 1.4. To take into consideration particular constitutional or political situations, the Policy Committee may, on an exceptional basis, and where approved by a two thirds majority vote, approve membership of an association from a country that does not completely fulfil the criteria fixed in Articles 1.1 and 1.3. In such a case, an agreement shall be concluded establishing the duties related to membership, and specifying how the association shall be represented.
- 1.5. The representatives of the members shall take part in all votes. They shall be eligible to hold any office in CEMR.

## **2. Associate members**

### **2.1 National sections and associations in non-member States of the Council of Europe**

National sections and associations in States which are not in membership of the Council of Europe but respect the democratic principles set out in the latter's Statute, may be accepted as category A associate members of CEMR by decision of the Policy Committee.

Their representatives shall have the right to sit and speak in all the official organs of CEMR.

### **2.2 International groupings of local and regional authorities**

CEMR may accept into category B associate membership international groupings of local and regional authorities having specific aims, provided that these groupings are composed solely of territorial authorities.

The conditions of membership and voting shall be laid down in an agreement which shall be approved by the Policy Committee.

## **3. Consultative members**

Consultative membership of CEMR shall be open to establishments, institutes or associations of a European character and with cultural, social, scientific, technical, professional etc. purposes, whose members are not or not only local and regional authorities but whose activities are of relevance and interest to these authorities.

## **4. Honorary members**

The Policy Committee (Article IV) may confer the status of honorary member of CEMR upon any person who has given distinguished service to CEMR or has acted for the benefit of local and regional self-government in general.

### **ARTICLE III: THE POLICY COMMITTEE**

1. The Policy Committee shall be the governing organ of CEMR. It shall be appointed from among the members and the associate members for a term of three years.

The Policy Committee shall as a general rule hold two meetings per year.

2. The Policy Committee shall be composed of representatives holding an electoral mandate within local and regional authorities, as defined in accordance with the CLRAE Charter.
3. It shall be composed of:
  - two full member for the States of less than 100,000 inhabitants
  - three full members for the States of less than 5 million inhabitants
  - four full members for the States of less than 10 million inhabitants
  - five full members for the States of less than 25 million inhabitants
  - six full members for the States of less than 50 million inhabitants
  - seven full members for the States of less than 75 million inhabitants
  - eight full members for the States of more than 75 million inhabitants
4. CEMR shall aim to ensure a balanced representation, in particular between women and men, within the Policy Committee. The Rules of Procedure shall define the relevant provisions.
5. Each member of the Policy Committee may have one duly appointed standing substitute. The latter may only attend meetings in the absence of the full member.
6. In the event of a vacancy, the Policy Committee may accept the appointment of new full or substitute members.
7. The President and all the Vice Presidents shall form part of the representation of the national sections and associations within the Policy Committee.
8. Representatives of the associate members shall be appointed on the scale of half the number of seats held by the national membership in the Policy Committee.
9. Representatives of the consultative members shall be invited to the meetings of the Policy Committee when a matter relating to their particular responsibilities is on the agenda.
10. The Policy Committee shall direct its activities in accordance with this Constitution, and having regard to the recommendations made by the Assemblies of European Municipalities and Regions.
11. It shall elect from among its membership the President of CEMR, the First Vice President and all other Vice Presidents. It shall also elect the Secretary General.
12. It shall give its decision on the Executive Presidents proposed by the President.
13. It shall appoint from among its membership the members of the Executive Bureau (Article IV).
14. It shall also appoint from among its membership the Chair of the Financial Management Committee responsible for control of the financial affairs of CEMR, as well as the members of the Financial Management Committee.
15. It shall also appoint a maximum of three Honorary Auditors and, on the proposal of the Secretary General, may appoint a Deputy Secretary General.

16. The Policy Committee shall approve the annual budget and accounts to be submitted by the Honorary Auditors and in general terms the financial arrangements of CEMR, and shall determine the affiliation fees structure.
17. The Policy Committee shall decide on the admission of new members, associate members, consultative members and honorary members.
18. The Policy Committee may appoint any committee or other working structure to consider particular problems and issues concerning CEMR or local and regional authorities. It may delegate this function to the Executive Bureau. The working arrangements of such bodies shall be specified in the Rules of Procedure.
19. The Chairs of these committees and working structures shall be ex officio members of the Policy Committee and shall report on the activities and initiatives of their committees. They shall not have a vote.
20. With the exception of the election of the President, the Vice-Presidents, the Secretary General, the Deputy Secretary General, the members of the Financial Management Committee and the Honorary Auditors, and of the approval of the annual budget and decisions on the affiliation fees scale, the Policy Committee may delegate its powers to the Executive Bureau in respect of any specific matter.
21. The Policy Committee shall decide on the convening of Assemblies of European Municipalities and Regions to consider and debate matters of common interest.

#### **ARTICLE IV: THE EXECUTIVE BUREAU**

1. The Executive Bureau shall be responsible for carrying out the decisions of the Policy Committee and for any other matter delegated to it by that Committee. In addition, it shall debate current issues concerning local and regional government and may, in anticipation of a Policy Committee, and in particular due to timetable constraints, adopt policy positions. It shall prepare the meetings of the Policy Committee. It shall meet as necessary, as convened by the President or at the request of at least half of its members.
2. The Executive Bureau shall comprise the President, the First Vice President, Executive Presidents, a maximum of 10 Vice Presidents and the Secretary General. The appointment of Vice Presidents to serve on the Executive Bureau shall be carried out in accordance with the principles and provisions stipulated in the Rules of Procedure.

The Chair of the Financial Management Committee shall be invited to participate in Executive Bureau meetings.

#### **ARTICLE V: CONDITIONS FOR TAKING DECISIONS AND VOTES**

##### **1. Quorum**

Decisions may be taken when a majority of the members whose names have been notified to the Presidency are present or represented at a vote. Votes by proxy shall be included for the purposes of the quorum.

##### **2. Decisions**

A decision shall be taken when it receives the approval of the majority of those taking part in a vote, excluding any abstentions, except in the case of any derogation as provided for in this Constitution.

### 3. Votes

- a. Votes shall be cast in an individual capacity by all members or substitutes.
- b. Votes by proxy shall be allowed in the Policy Committee to the extent of one written proxy for each full member. The conditions for accepting proxies shall be set out in the Rules of Procedure.
- c. The representatives of a national section or associate member which is in default of payment of its affiliation fees on the day of the vote, in accordance with the arrangements specified in the Rules of Procedure, shall not be entitled to vote.

### **ARTICLE VI: THE FINANCIAL MANAGEMENT COMMITTEE**

1. The Financial Management Committee shall be a consultative organ whose functioning shall be specified in the Rules of Procedure. It shall consist of a maximum of seven members and shall assist the Secretary General in financial matters. The Chair of the Financial Management Committee acts as Treasurer of the association.
2. Its tasks shall be:
  - a. to periodically review the financial management of the Secretariat General and the financial situation of CEMR,
  - b. to prepare the presentation of the annual budget and accounts to the Policy Committee. It may decide to arrange, if appropriate, an external audit by chartered professional accountants,
  - c. to draw up any recommendation it considers appropriate to the Executive Bureau.
3. The Chair of the Financial Management Committee shall maintain regular supervision of the financial affairs of CEMR. He/She may delegate this task temporarily to another member of the Financial Management Committee, other than the President and the Secretary General.

### **ARTICLE VII: RESIGNATION AND DISMISSAL**

1. Members shall be liable to temporary suspension or to dismissal:
  - a. if they do not conform to the objectives of CEMR;
  - b. if, without the specific agreement of the Policy Committee, they have not paid their membership fees for two consecutive years;
  - c. if they no longer fulfil the conditions of membership.
2. The Policy Committee shall decide on suspensions and dismissals on the recommendation of the Executive Bureau.
3. No decision on suspension or dismissal shall be effective unless passed by a two-thirds majority of the votes cast.

### **ARTICLE VIII: THE PRESIDENT AND VICE PRESIDENTS**

1. The President and Vice Presidents shall be elected for a term of three years and may only be re-elected for one further term. The term of the Executive Presidents is also three years.
2. The President shall chair the meetings of the official organs. He/She shall be responsible at all times and in all places for representing the Council of European Municipalities and Regions.
3. The Executive Presidents and Vice Presidents may be called upon by the President to carry out functions on his/her behalf.

### **ARTICLE IX: THE SECRETARY GENERAL**

1. The Secretary General shall be elected for a term of six years and may be re-elected (Article III).
2. The Secretary General shall be responsible for the good administration of the association and in particular for directing the administrative services of the organisation.

Furthermore, he/she shall be responsible for implementing the decisions of all kinds taken by the official organs of CEMR, in accordance with the directives of the Executive Bureau and the President.

3. In so doing, he/she shall act under the supervision of the President in his/her capacity as representative of these same organs.
4. In order to ensure the smooth running of CEMR, he or she shall convene as and when necessary meetings of the Secretaries General of the national sections and associations and associate members. He/She shall chair these meetings whose conclusions shall be communicated to the President, the Executive Bureau or where appropriate the Policy Committee, who may modify or even annul them.
5. The Secretary General shall not form part of the national representation on any of the official organs of which he/she is an ex officio member.
6. The conditions of employment of the Secretary General and, where applicable, of the Deputy Secretary General shall be specified in accordance with the provisions of the Rules of Procedure.

### **ARTICLE X: AFFILIATION FEES**

Affiliation fees shall be paid in accordance with rules specifying a fees scale which shall be approved by the Policy Committee and incorporated in the annual budget, based upon the following principles:

- a. The fees scale shall be based on a weighted system of payment having regard to population and GNP per head;
- b. In relation to all matters concerning the payment of fees, a national section shall always be regarded as covering the whole of the population of the State concerned;
- c. In the case of temporary membership as per article II 1.3, or of membership by international groupings of local and regional authorities as per article II 2.2, fees shall be levied in accordance with the provisions of the relevant agreements;
- d. The affiliation fees payable by regional authorities in direct membership as per article II 1.4 shall, in the absence of agreement with the national section, be determined by the Policy Committee in proportion to the total contribution of the national section.

### **ARTICLE XI: REGISTERED OFFICE**

The registered office of CEMR shall be located in Paris, 15 rue de Richelieu 75001 PARIS. It may be transferred to any other location in Europe by decision of the Policy Committee.

## **ARTICLE XII: AMENDMENT OF THE CONSTITUTION**

1. The Constitution of CEMR may be amended by an extraordinary meeting of the Policy Committee, which shall determine the date of implementation.
2. Any extraordinary meeting of the Policy Committee shall be convened three months in advance at the latest and the proposed amendments to the constitution shall be sent one month before the meeting at the latest to the national sections and associations.

## **ARTICLE XIII: DISSOLUTION OF CEMR AND LIQUIDATION OF ITS ASSETS**

1. A resolution for the dissolution of CEMR shall be passed during an extraordinary meeting of the Policy Committee by a majority of two-thirds of its members.
2. The Policy Committee shall appoint liquidators and determine the destination of the fixed and moveable assets of CEMR.
3. The Rules of Procedure establish the notification process to be carried out prior to the decision of dissolution. The conditions fixed in Article XII.2 shall apply in such event.

## **ARTICLE XIV: RULES OF PROCEDURE**

1. The Rules of Procedure shall be drawn up and may be amended by the Policy Committee by a simple majority.
2. These Rules of Procedure shall set out detailed provisions for procedures to implement this Constitution, such as the convening of the official organs, arrangements for presentation of nominations or various elections and appointments, voting procedures, external representation of CEMR and its co-operation with other organisations, official signatures, arrangements and deadlines for payment of affiliation fees, and any other relevant matters.
3. The provisions of the Rules of Procedure shall be binding on all the members. They shall be adopted by the Policy Committee at the first meeting following the adoption of the Constitution by the Policy Committee.

## **ARTICLE XV: BRUSSELS OFFICE**

A CEMR office shall be located in Brussels, 1 Square de Meeûs 1000 BRUSSELS.

## **ARTICLE XVI: UNITED CITIES AND LOCAL GOVERNMENTS (UCLG)**

In accordance with the Constitution of UCLG, CEMR constitutes, on a transitional basis, the European section of United Cities and Local Governments.

CEMR shall be committed to promoting UCLG's aims and to ensuring an effective European participation in the activities of the World Organisation.