



# Association Conference of Atlantic Arc Cities

## Statutes (September 2010)

In order to ensure cohesive, balanced and competitive development for the whole continent, the cities of Europe's Atlantic Arc wish:

- to renew their support for two key principles: local autonomy, which was established by the 1985 European Charter and explicitly acknowledged by the Lisbon Treaty; and subsidiarity, which was also introduced by the 1985 Charter and then recognised by the Maastricht Treaty;

- to confirm their support for a multilevel system of governance commensurate with cities' actual responsibilities and their goal to bring about an increasingly integrated and more urban cohesion policy.

They thus now renew the commitment they made in June 2000 and approve the following statutes:

### ARTICLE 1 - FOUNDATION

---

1.1 - An association, established under French law (law of 1 July 1901), and named the Conference of Atlantic Arc Cities (CAAC-CVA-CCAA) is founded by the members adhering to these statutes.

### ARTICLE 2 – AIMS AND OBJECTIVES

---

2.1 - The Conference, drawing inspiration from the Final Declaration adopted in Rennes on 7 July 2000 and the principles and objectives of the *Charter for Sustainable Urban Development* adopted in San Sebastián on 3 June 2008, shall seek to promote:

- the maritime dimension of Europe's Atlantic seaboard;
- the European Atlantic urban model and the terms of the San Sebastián Charter for Sustainable Urban Development;
- the balanced and polycentric development of EU territory;
- international cooperation and cooperation between cities, as far as possible through the development of links with Atlantic Arc cities in Africa, America and the Mediterranean Basin.

2.2 - In the fields deemed appropriate, the Conference shall foster cooperation actions between its members and provide support for exchanges between citizens of the Atlantic seaboard, especially through projects and the sharing of experience.

2.3 - It shall also seek to promote and defend the interests of its members through appropriate lobbying actions and the drafting of contributions to EU policies.

## **ARTICLE 3 - MEMBERS**

---

3.1 – The association’s membership shall include *full members, associate members* and *observers*.

3.2 - The following may be admitted as *full members*: towns, cities, metropolitan areas or urban areas with a population of at least 50,000 inhabitants located in the European Atlantic Arc and involved in or concerned by its development.

3.3 - The following may be admitted to join the Conference’s commissions and working groups as *associate members*: towns, cities, metropolitan areas or urban areas with a population of less than 50,000 inhabitants situated in the European Atlantic Arc and involved in or concerned by its development.

To attain *associate member status*, the institutions concerned must have acknowledged these statutes and paid a participation fee set by the General Assembly.

3.4 - The following may be admitted as *observers*: bodies or institutions located in the Atlantic cities that wish to be involved in the work of the Conference’s commissions and working groups, as well as African and American Atlantic cities, bearing in mind that international cooperation and development is a priority for the Conference.

To attain *observer status*, the institutions concerned must have acknowledged these statutes and paid a participation fee equal to 50% of the dues paid by the cities in which they are located.

3.5 - Membership shall depend on the payment of an annual membership fee, which shall be set by the governing bodies.

3.6 - Members shall lose their membership status if they resign, fail to pay their annual membership fee, or are dismissed further to a decision by the Executive Bureau.

## **ARTICLE 4 - MEMBERSHIP**

---

4.1 - New members shall be admitted as follows. Applications for membership must be made in writing by the legal representative of the institution or organisation to the Executive Bureau, which must reach a unanimous decision within two months. New members may take part in the activities of the Conference as soon as their application for membership is accepted by the Executive Bureau. The application shall then be submitted to the General Assembly for ratification.

## **ARTICLE 5 – REGISTERED OFFICE AND PARTNERSHIP**

---

5.1 - The Conference’s registered office shall be at 6, rue Saint-Martin, Rennes (France).

5.2 - The Conference shall work in close collaboration with the Conference of Peripheral Maritime Regions and in particular with its Atlantic Arc Commission. The relationship between the two organisations is described in detail in a specific agreement.

## **ARTICLE 6 – STRUCTURE AND ORGANISATION**

---

6.1 - The Conference shall have a *President* and *Vice-Presidents*, as well as a *General Assembly*, an *Executive Bureau* and *Thematic Commissions*.

6.2 - The Conference shall have a *General Secretariat*, headed by a *General Secretary*, who shall be responsible for running the association and implementing the governing bodies' decisions.

## **ARTICLE 7 – THE GENERAL ASSEMBLY**

---

7.1 - The General Assembly shall bring together all members of the Conference.

7.2 - It shall determine the Conference's policy guidelines, and, through its resolutions, decide on the organisation's activities.

7.3 - It shall meet each year in ordinary session in order to examine the activity report, the financial report, the level of membership fees and, if appropriate, the auditor's report.

7.4 - An extraordinary session of the General Assembly may be convened by the President, or at the unanimous request of the Executive Bureau or two thirds of the members.

7.5 - Each full member and associate member shall have one vote. Voting shall be by a show of hands and decisions shall be taken by a simple majority, but if the vote is contested, the President may decide to organise a roll-call vote.

Observers may participate in General Assembly meetings. They may take the floor, but have no voting privileges.

7.6 - Every three years, the General Assembly shall elect from among its members a President and the members of the Executive Bureau, taking care to ensure a balanced representation from among the countries involved in the Conference.

## **ARTICLE 8 – THE EXECUTIVE BUREAU**

---

8.1 - The Executive Bureau elected by the General Assembly shall be composed of the President, four Vice-Presidents and the Presidents of the Thematic Commissions. The country with the highest number of full members shall have an additional representative. If possible, the Executive Bureau shall be composed of full members. The Presidency and the four Vice-Presidencies shall as far as possible be divided among the five countries involved in the Conference.

8.2 - The Executive Bureau shall be responsible for the overall management of the Conference, ensure that the resolutions adopted by the General Assembly are implemented and coordinate the work of the Commissions.

8.3 - The Executive Bureau shall oversee membership applications and withdrawals, and decide on the dismissal of members and granting of observer status.

8.4 - Elections of the President and Vice-Presidents shall take place every three years. The Presidents of the Commissions shall also be elected every three years, at staggered intervals to ensure continuity in the Conference's activities.

## **ARTICLE 9 - THE PRESIDENT**

---

9.1 - The President of the Conference shall be elected by the General Assembly for a three-year term.

9.2. - The President shall be the legal representative of the association. In this capacity, s/he may sign contracts and agreements on behalf of the association. S/he may represent it in court and, if necessary, may be replaced by a representative acting with a special mandate.

9.3 - The President of the Conference can, with a mandate from the General Assembly, negotiate cooperation agreements with other international organisations that have similar objectives or are likely to help achieve those of the Conference. Although there may be exceptions, these agreements must be ratified by a simple majority in the General Assembly.

9.4 - The President shall convene the meetings of the Executive Bureau and General Assembly.

9.5. - The President may delegate some responsibilities to the Vice-Presidents and the General Secretary; the details of such arrangements shall be put in writing.

## **ARTICLE 10 - THE THEMATIC COMMISSIONS**

---

10.1 - The General Assembly shall elect the Presidents of the Thematic Commissions every three years, by a simple majority, although there may be exceptions. Prior to the vote, candidates must submit a work programme to the Conference's members with a tentative schedule of activities for their term of office.

10.2 - Each Commission shall be composed of members of the Conference and may adopt its own internal rules. The Commissions shall examine and debate their specific topics and formulate proposals for action.

## **ARTICLE 11 - THE GENERAL SECRETARIAT AND ORGANISATIONAL ADMINISTRATION**

---

11.1 - The association shall have a General Secretariat responsible for the good management of the Conference and implementation of the policy guidelines adopted by the governing bodies.

11.2 - The General Secretariat shall be headed by a General Secretary, whose main tasks will include:

- promotion of the European Atlantic Arc cities;

- advocacy of the Conference's opinions in support of the principles of local autonomy, subsidiarity, multilevel governance and territorial cohesion, as indicated in the preamble;
- monitoring and dissemination of strategic information about EU policies of concern to the members;
- coordination, on behalf of the Conference, of responses to EU consultations reflecting the views of its members;
- assisting the Presidency of the Conference;
- preparation of meetings of the various governing bodies, in particular the strategic policy proposals to be adopted by them;
- management of the administrative and financial aspects of the CAAC's activities.

## **ARTICLE 12 - FINANCIAL MANAGEMENT**

---

12.1 - The Conference shall be financed by:

- the dues paid by the members (full members, associate members and observers) as decided each year by the General Assembly.
- optional contributions made by a local authority or any other body.
- funding obtained in the framework of projects or activities led by the Conference.

12.2 - The Conference accounts shall be certified by a chartered accountant and submitted to the General Assembly for its approval.

12.3 - The appointment of an auditor shall depend on the level of the association's budget.

## **ARTICLE 13 – INTERNAL RULES**

---

13.1 - The Executive Bureau shall draw up a set of internal rules and submit them to the General Assembly. They shall be approved by a simple majority. This document should cover the internal workings of the association.

## **ARTICLE 14 – DURATION OF THE ASSOCIATION**

---

14.1 – There shall be no limit to the duration of the life of the association.

14.2 - In the event of its dissolution, the association shall designate an auditor to be responsible for the distribution of the assets. Net assets shall then be allocated to an organisation pursuing the same or similar objectives and designated by the General Assembly that votes on a simple majority.

## **ARTICLE 15 - MODIFICATION OF THE STATUTES**

---

15.1 - The Conference statutes may be amended by a decision of the General Assembly meeting in extraordinary session and adopted by at least two thirds of the members

present or represented. If the statutes are to be amended, the agenda of the Extraordinary General Assembly must make specific reference to the fact.

#### **ARTICLE 16 - TRANSITIONAL PERIOD**

---

The term of the members of the Executive Bureau in office on the day these statutes are adopted shall be extended by one year.

These statutes were adopted by the Extraordinary General Assembly held in Rennes on 17 June 2010 and shall be registered with the Prefecture in accordance with French law.