



CONFERENCE OF PERIPHERAL MARITIME REGIONS

BALKAN & BLACK SEA REGIONAL COMMISSION



RULES OF PROCEDURE OF THE CPMR BALKAN & BLACK SEA REGIONAL COMMISSION

Adopted during the Pre-Assembly Meeting of the BBSRC

CPMR General Assembly -3/5 October 2012 – Białystok (Podlaskie, Poland)

Amended during the Pre-Assembly Meeting of the BBSRC

CPMR General Assembly - 24/26 September 2014 - Umeå (Västerbotten, Sweden)

ARTICLE 1 - AIMS AND OBJECTIVES

“The Balkan and Black Sea Regional Commission” (BBSRC) is established as an integral body of “The Conference of Peripheral Maritime Regions of Europe” (CPMR), an association under French jurisdiction. It will act as one of its Geographical Commissions without having separate legal personality.

The present rules of procedure fall within the framework of the CPMR Statutes approved by its Extraordinary General Assembly held in Aberdeen, Scotland, on 1st October 2010 and are approved both by the BBSRC and CPMR General Assemblies.

In the event of differences of interpretation, the provisions of the CPMR Statutes shall take precedence over the BBSRC provisions and regulations.

The aim of the CPMR Balkan and Black Sea Regional Commission (BBSRC) is to act as the political voice of the CPMR Regions situated in the wider Balkan and Black Sea area with the following principal objectives:

- 1- To organise and develop dialogue, consultation and cooperation between all regional authorities of the Balkan and the wider Black Sea area, while complying with the Constitution, laws, regulations and treaties in force in their respective States;
- 2- To contribute towards peace and stability in the Balkan and wider Black Sea area and to promote the integration or close cooperation of these regions with the European Union;
- 3- To promote regionalisation in Europe and encourage the application of the principles of subsidiary and complementarity between the local, regional, national and European Institutional levels;
- 4- To identify and to promote specific cooperation programmes for the Balkan and wider Black Sea area or to participate in programmes organised by third parties in order to achieve or pursue its objectives;
- 5- To promote cooperation between structures of public authorities from the Member Regions;
- 6- To participate via consultations and proposals to inter-state structures specially created in the Balkan and wider Black Sea area.

ARTICLE 2 - MEMBERSHIP CRITERIA

- 1- Following an opinion of its President and by a decision of its General Assembly taken by simple majority of its full Member Regions present, the following may become members of the BBSRC:
 - a. As full members: regions of the States in the Balkans including the North-East part of Italy and the Adriatic and the regions of the States in the wider Black Sea area. All BBSRC full members should also enjoy full membership status within the CPMR.

- b. As associated members: territorial entities that are in the process of regionalisation and associations of regional or local authorities which should enjoy a special and lower membership fee.
- 2- The term "Region" covers mainly the regional authorities immediately below the level of central government. The same territory may be directly represented in the BBSRC by only one entity.

ARTICLE 3 - THE GENERAL ASSEMBLY

- 1- Each member region appoints its delegates to the General Assembly. The General Assembly can legitimately take decisions if one quarter of its Member Regions are present.
- 2- Each member has one seat at the General Assembly. Delegates at the General Assembly must be members of a Regional Government or a Regional Assembly, or duly authorised representatives. Each member region has the right to propose any item for discussion on the General Assembly agenda.
- 3- Each full member of the BBSRC, as specified in Article 2.1a of the present rules of procedure, has the right to one vote at the General Assembly provided their membership dues for the past calendar year preceding the General Assembly have been paid in full. Votes shall generally be taken by show of hands, unless the General Assembly decides to proceed with a secret ballot. Associated members do not have the right to vote.
- 4- The General Assembly is convened by the BBSRC President twice a year. Once in May or June in an Ordinary Session and once in a Mini Session in September/October, one day prior to the CPMR General Assembly. On the initiative of the BBSRC President or in the event that half of the full members so request, the President of the BBSRC is entitled to convene an Extraordinary General Assembly meeting. This planned calendar can be adjusted according to the needs of the host region, the CPMR calendar or the EU calendar or events.
- 5- The General Assembly, by a simple majority of its full members present, discharges its responsibility for the accounts of the previous year, establishes the amounts of the current year and approves the draft budget for the following year.
- 6- The General Assembly may take decisions on its own initiative on any item of the agenda.
- 7- The General Assembly, by a simple majority of its full Member Regions present, discusses and adopts reports and policy papers from the President or any member region.
- 8- The General Assembly decides, by simple majority of its full Member Regions present:
 - o On the annual reports of activities and work programmes;
 - o On the resolutions on the political strategy of the BBSRC;
 - o On the admission of new members.
- 9- The General Assembly elects, separately, by simple majority of its full Member Regions present, the BBSRC President. S/He may be re-elected for a second mandate.
- 10- Only members of a regional government or assembly may be elected.
- 11- The General Assembly initiates studies, organises conferences, adopts recommendations, declarations and decisions and examines projects for interregional cooperation in the political, economic, social, cultural, educational, environmental, energy and healthcare fields and in any other areas insofar as it deems appropriate.
- 12- The minutes of the General Assembly meetings shall be drawn up by the BBSRC Executive Secretary and shall be signed by the President. Following approval by the General Assembly they shall be kept in the archives of the BBSRC.

ARTICLE 4 - THE POLITICAL BUREAU

- 1- The Political Bureau is made up of:
 - o The President of the Commission who chairs the Political Bureau and is a member of it;
 - o A full member and a substitute member nominated by the Member Regions of each State within which BBSRC has members. The nomination shall be ratified by the General Assembly.
- 2- The Political Bureau elects the three Vice-Presidents of the Commission.
- 3- The candidates shall be members of the Political Bureau.
- 4- The Political Bureau shall meet at least twice a year.

- 5- The Bureau meets at the invitation of the President or at the initiative of a simple majority of its members.
- 6- Each member of the Political Bureau shall be elected for a period of two years. The members shall be office-holding representatives of regional authorities. If a member loses his/her position within the regional authority, this implies ipso facto withdrawal from the Political Bureau, on which s/he shall be replaced.
- 7- Given that the Rules of Procedure have provided for the substitution of full members of the Political Bureau by substitute members, instruments of proxy shall only be used in case of absolute necessity, and granted to a member of the same Regional Government or Regional Assembly as the full member concerned.
- 8- The tasks of the Bureau:
 - o To propose topics for the Commission to work on;
 - o To determine working methods;
 - o To monitor the work undertaken by the Commission;
 - o To propose Commission meetings;
 - o To propose which resolutions to submit to the CPMR General Assembly and to adopt political resolutions between General Assemblies.

ARTICLE 5 - THE PRESIDENT & VICE-PRESIDENTS

- 1- The President is the supreme representative of the BBSRC, representing it in all external and internal relations with the CPMR. S/He chairs the meetings of the BBSRC bodies and has the power to make all necessary decisions aiming at the implementation of its policies and decisions adopted.
The President is a full member of the Political Bureau of the CPMR and he is elected by the BBSRC General Assembly for a two year term.
The call for applications for the position of President of the BBSRC will be launched by the Executive Secretary two months prior to the end of the President's term of office.
All applications must be sent to the Executive Secretary for dissemination to BBSRC Member Regions together with a curriculum vitae and a declaration on the BBSRC strategy.
- 2- The President in his work is assisted by three Vice-Presidents who are elected by the Political Bureau for a two year term. The President may delegate certain tasks to the Vice-Presidents. A Vice-President is appointed by the President to be the BBSRC alternate member of the Political Bureau of CPMR.
- 3- The President represents the interests of the BBSRC Member Regions. S/he implements the decisions of the General Assembly. The Political Bureau makes the necessary decisions between two General Assemblies and the Political Bureau. S/he is also responsible for proposing the draft agenda of the General Assembly and the preparation of decisions to be submitted to the General Assembly. He also heads and coordinates the work of the General Assembly and the other bodies of the BBSRC.
- 4- Should the President lose his/her regional mandate, the new President will be elected in the next BBSRC General Assembly. In the meantime, the 1st Vice-President - or in his/her absence the next Vice-President in line - will act as BBSRC Acting President.
- 5- Former Presidents and Vice-Presidents who have greatly contributed to the work of the BBSRC, may become Honorary Presidents or Vice-Presidents by a decision of the General Assembly.

ARTICLE 6 - THE WORKING GROUPS - TECHNICAL COMMISSION

- 1- By decision of the General Assembly, the BBSRC can establish working groups and specialised commissions for assisting its activities open to all its members.
- 2- Each Working Group established is chaired by one of the BBSRC Member Regions. The task of a Working Group is to work on a specific mandate usually for a specific policy in order to carry out the BBSRC policies and objectives. The BBSRC Working Groups address recommendations for adoption by the General Assembly.
- 3- The Technical Commission (TC) is a flexible body in which experts from Member Regions and BBSRC observers meet in order to cooperate in the implementation of projects of common interest co-financed by different international organisations and in general initiate ways for cooperation among BBSRC Member Regions.

ARTICLE 7 - THE EXECUTIVE SECRETARIAT

The President shall designate in his/her Region one or more collaborator(s) responsible for monitoring the activities of the Commission as and if necessary. The Bureau shall designate one Executive Secretary following a recruitment process managed by the Secretary General of the CPMR. A representative of the President of the Commission could be involved in the panel that will handle the process.

The Executive Secretariat is based in Rennes and the Executive Secretary is based in the CPMR premises in Rennes or in Brussels or is hosted by the Region. In this case this Region must bear the operating costs.

S/He reports to the Plenary Assembly and the Bureau. S/He organises the work of the Commission in accordance with its provisions, liaises with the Secretary General of the CPMR and represents the CPMR Secretary General within the BBSRC.

The Executive Secretary acts as moderator during working meetings and is responsible for drafting the minutes of each meeting.

Until the decision of the General Assembly and the appointment of an Executive Secretary, the President has the right, for financial/budgetary issues and necessity, to nominate a representative who will carry out all the duties of the Executive Secretary, on an honorary basis (no salary).

ARTICLE 8 - FINANCE

The activities of the Balkan and Black Sea Regional Commission shall be funded through an annual membership fee payable by each Member Region and approved by the General Assembly. This annual fee is levied in December of each year covering the following year. The accounts of the BBSRC are kept by the CPMR Secretariat. The financial year of the BBSRC corresponds to the calendar year. A forecast statement and a closing balance sheet are drawn up for each financial year.

ARTICLE 9 - AMENDMENTS TO THE RULES OF PROCEDURE

Amendments to the rules of procedure can only be made pursuant to a decision of the General Assembly taken by a two-thirds majority of its full Member Regions present.

ARTICLE 10 - HEADQUARTERS

The Balkan and Black Sea Regional Commission headquarters are located in Kavala, Greece. They may be transferred elsewhere by the decision of the General Assembly taken by a two-thirds majority of its full Member Regions present.

ARTICLE 11 - COOPERATION WITH OTHER ORGANISATIONS

By decision of its General Assembly, the Balkan and Black Sea Regional Commission can cooperate with other international, interregional, regional and local organisations or groups of such organisations whenever their objectives are similar to those of the BBSRC. Any cooperation agreement should be approved ahead of its signature by the CPMR Political Bureau.