



**REGIONAL ASSOCIATION OF MUNICIPALITIES OF VENETO REGION
STATUTE**

*approved unanimously by the Meeting
held in Abano Terme on 20th October 2004*

ART. 1

ESTABLISHMENT, DENOMINATION, HEADQUARTERS

1. The Regional Association of Municipalities of Veneto Region called Anciveneto is herewith established.
2. The Association operates according to and in compliance with this statute, as well as of the National Statute.
3. The Association has its headquarters in Rubano (PD).

ART. 2

SCOPE AND TASKS

1. The non-profit Association aims at achieving the full implementation of the recognition of local autonomies stated by the Constitution of Italian Republic. Therefore, the Association:
 - protects the autonomy of the Municipalities towards the State and the Region;
 - represents the requests and the interests of the Municipalities within the territory of Veneto Region;
2. It promotes unity in the initiative and in the participation to the management of local and decentred powers of local forces aiming at autonomy and associationism, and it processes a policy founded on a program of economical, social, civil and cultural development, which expresses the interests and aspirations of the administered populations. It implements all initiatives necessary for the unification of associations of autonomies;
3. It promotes the coordination of the activities of the associated administrations; it studies and suggests initiatives to favour the economic and social development of the area; it keeps operative study contacts with the Veneto Region, with the Province, the Municipalities, the Mountain Communities, the peripheral organs of the State, the Regional and National Associations of the local entities;
4. it operates in favour of a decentralization of the functions of public interest at all levels, favouring the establishment of democratic instruments involving a larger participation to the life of local authorities;
5. It promotes conferences and debates; it publishes studies and deeds, even through own press organs.
6. In detail:
 - it represents the interests of the Municipalities of the Veneto area towards the Region and, together with the National Association, towards the State;
 - it promotes and coordinates the study and solution, even with articulated proposals, of problems concerning the Municipalities of the Veneto area;
 - it intervenes, where necessary with own representatives, at each event in which the interests of the Municipalities of the Veneto region are discussed or administered, or involving, even indirectly, the Municipalities themselves;
 - it offers consultancy and assistance to members requesting it;
 - it promotes and supports initiatives to increase civic education of the citizens of the Veneto region and to spread the knowledge of municipal institutions;
 - it identifies and suggests the adoption of instruments to increase the participation of the citizens of the Veneto region to the administrative activities of their own municipality;
 - it examines each problem of interest for the civic administrations promoting, within its own competences, the necessary initiatives;
 - it arranges and implements projects to train administrators, secretaries and employees of the Municipalities.
7. The Association can carry out all movable and immovable transactions useful to better achieve the institutional scopes. To this end, the Association can moreover acquire participations in stock companies whose purpose of

corporation is represented mainly by the delivery of services and consultancy stated among the institutional scopes of the Association.

8. The Association can promote judgements and intervene in the outstanding ones of interest for the associated entities.

ART. 3 MEMBERS

1. Ordinary member of the Association are the Municipalities of the Veneto region, their operative structures and association units having formally sent a decision to become member of ANCI and having regularly paid the last two years of contributions stated by the organs of the Association.
2. The membership is meant on an open-term basis, exception made for resignation.
3. The resignation, served to the Association by registered letter with return receipt within 31st October of each year, shall become effective starting from the day 1 of the following year. It shall be acquired through formal decision by the competent organ.
The member not paying the social contributions for two consecutive years is no more a member. The decay of its membership is declared by the Regional Council, after notice to be sent to the legal representative of the member entity.
4. The persons taking part to the organs of the Association lose their office, if the member entity to which they belong is no more a member of the Association or if it has opted for resignation.
5. Extraordinary members of the Association are the council groups, formally established and operating as such, of the Municipalities not being members; groups having regularly paid the membership fee established by the Association organs.

ART. 4 ORGANS

1. The organs of the Association are:
 - a) The Regional Meeting,
 - b) the Regional Council;
 - c) the Governing Body;
 - d) the President;
 - e) an Auditor registered in the proper Roll.
2. Operative organs are considered to be the consultation bodies, the coordination groups and the work groups.
3. Exclusively the components of politic organs of member entities, except for the Auditors, can take part to the organs.

ART. 5 REGIONAL MEETING

1. The Regional Meeting is made up of the legal representatives of the Associated Entities having regularly paid the association contributions; to the Regional Meeting belong, moreover, without right to vote, the National and Regional Directors of the Association, the former President, and the legal representative of participated companies. The administrators of associated entities, having regularly paid the association contribution, who cannot attend can let themselves be represented by another member making up the election body of the Meeting. Besides his own associated entity, each administrator can represent maximum other two associated entities. The proxies to assign the representation are to be submitted to the direction of the Association 36 hours before the date of the convened meeting.
2. The Meeting is convened by the President by regular mail, telegram, fax or electronic mail to be sent to the associated entities at least 10 days before the established date. The convening message has to contain the issues to be handled and the time of the first and second call.
3. The Regional Meeting:
 - a) can decide on issues contained in the Agenda.
 - in first call when it has been verified the participation of at least 2/3 of the associated entities;
 - in second call (to be held at least two hours later than the first one), when the participation of at least one hundred member Municipalities has been verified;
 - b) can decide also on issue not communicated, if the participation of all representatives of the Associated Entities has been recorded.
4. When the Regional President is installed, he supervises the election of a Chairman and of one or more vice-presidents of the Meeting, of five scrutinizers, and of a Commission controlling powers made up at least of 5 representatives of the municipalities. The Director of the Regional Association acts as Secretary of the Meeting . It has to be assured the presence of a notary public at meetings having the task of approving or modifying this statute, as well as of renewing the association organs.

5. Besides its ordinary call, the Meeting can be convened also in form of regional congress to renew the association organs (or to elect the delegates to the National Meeting, according to the forms, times and modes set by the National Association).

6. The Regional Meeting elects the Regional President, the Regional Council, the Auditor and the delegates to the National Meeting.

7. The Regional Meeting debates themes particularly important for the members, draws up and approves documents and motions.

ART. 6 THE REGIONAL COUNCIL

1. It is elected by the Regional Meeting within the following three months, including the second ballot, when the majority of the Local Governments of the Region is renewed and its office lasts until the next renewal.

2. It is constituted by Mayors, Presidents of the Town Councils, Councillors, Directors of the member Municipalities, as well as representatives of other categories of members in the number set by the Meeting, considering the territory distribution, as well as the class of demographic size of the Municipalities. Members by right of the Council are: a representative of the Unions of Municipalities and of the new Municipalities constituted after merges, of the region; three Presidents of Town Councils, appointed by the coordination group of the Presidents the Town Councils; the representatives of the Association appointed in the Board of Directors of the Regional Section of the Agency of the Municipal Secretaries; a representative of the council groups registered in the Association in the forms foreseen by article 3, paragraph 1; the President of the Council of the Municipalities of smaller demographic size.

The President can propose to the Council the appointment of honorary Council members up to five persons, who through specific initiatives, have make the autonomy of the local authorities more valuable. The honorary Directors have an advisory vote. The members by right of the National Council are the Mayors of the cities being Province capitals, the former Presidents and the former Regional Secretaries.

3. It is convened by the Regional President by ordinary mail, telegram, fax or electronic mail to be sent at least 10 days before. The convening message must contain the time of first and second call, as well as the issues to be handled. It is convened as ordinary meeting at least twice a year for the approval of the final balance sheet and of the program/budget, as well as for the arrangement of the objectives and the verification of achievement of the same. It is convened as extraordinary meeting when at least 1/3 of the directors request it or to handle issues not foreseen for the ordinary meetings.

4. It is chaired by the Regional President, with the assistance of one or more vice-presidents.

5. During its first meeting, to be convened within and not later than 30 days from the Regional Meeting, it is constituted the Governing Body. During the same meeting, the President appoints one or more vice-presidents and communicates the names of the area managers.

6. It approves the budget and the final balance sheet; it arranges the documents containing the lines of policy for the activities of the Association; it makes decisions concerning the convening of the Regional Meeting, verifies the implementation of the given directives, and replaces the decayed or dismissed members. It determines the amount of indemnities and attendance fees,

7. It appoints the Director.

8. For each meeting, minutes are drawn up and approved through the signature of the President and of the Director,

9. For each meeting, an "attendance fee" is recognised to be paid as established by the Council itself.

ART. 7 GOVERNING BODY

1. The Governing Body is made up of:

a) the President of the Association;

b) the vice-presidents;

c) the area managers;

d) the President of the consultation bodies;

2. It has competence concerning appointments and all issues that are not expressly reserved to any other organ of the Association;

3. It is convened by the President of the Association with notice in writing to be served by ordinary mail, telegram, fax or electronic mail, at least 5 days before, containing the seat, date and time of the call;

4. It is chaired by the President of the Association.

5. For each meeting, it has to be arranged a synthesis of the decisions taken.

ART. 8
PRESIDENT

1. The President is elected by the Regional Meeting, within three months from the renewal of the majority of the Municipal Administrations of the Region. His office lasts until the next analogue renewal. He is elected among Mayors, Councillors, Presidents of the Council, Council members of the member Municipalities of the Region or among components of the organs of other Associated Entities of the Region;
2. He is the legal representative of the Association and takes care of external public relations;
3. He convenes the Ordinary, Extraordinary and Congress Regional Meetings; moreover he convenes and chairs the Regional Council and the Governing Body;
4. He takes part to the meetings of the national organs of which he is a member, as well as to the meetings of the Conference of the Presidents of the Regional Associations;
5. He appoints one or more vice-presidents and, among these, the vicarious vice-president, who, in case of his forfeiture, absence or temporary hindrance, replaces him to all intents and purposes, and the Presidents of the Councils.
6. He represents the Association in the Meetings of the shareholders of participated companies. In such ordinary and extraordinary Meetings, he expresses the will of the Association in compliance with the institutional scopes of the Association and according to the lines of policy of the Regional Council. He must communicate yearly to the Regional Council the content of the decisions taken by the ordinary and extraordinary Meetings of the shareholders of the participated companies during the fiscal year, as well as the yearly balance sheet.
7. The Regional President loses his office when the requirements stated under paragraph 1 are no more valid.
8. The office of President is incompatible with that of member of the Parliament or of Regional Council; should he be elected afterwards, he loses his office.
9. In case of resignation or decay of the President, the Regional Meeting has to elect within 3 months the President who continues in office only for the period that elapses until the renewal of the other organs of the Association.

ART. 9
Coordination of the Presidents of the Town Councils

1. The coordination of the Presidents of the Town Councils contributes, in co-operation with the Regional Council of the Association, to the achievement of the scopes and to the performance of the tasks stated in art.
2. The Regulations for the establishment, composition, and operation of the Coordination of the Town Councils is ratified by the Regional Council upon proposal of the Meeting of the Town Councils' Presidents.

ART. 10
WORK GROUPS

1. To arrange opinions, studies, and documents, the President, after having listened to the opinion of the Governing Body, can build work groups, whose components must belong to politic organs of the Municipalities and Member Entities.
2. The coordinator of the work group appointed by the President of the Association, has to submit the result of the work carried out on the terms stated by the President.

ART. 11
CONSULTATION BODIES

1. The Consultation Bodies, established and constituted by the Council, are made up of the Members of the Association Council, of persons belonging to politic organs of the member Municipalities and by experts indicated by the Consultation Bodies themselves.
2. They have the task of deeply studying and submitting to the Council proposals concerning themes and problems of interest for the Municipalities.
3. The President of the Association appoints the President of the Consultation Bodies.
4. It is established the Consultation Body of the Municipalities of smaller demographic size. It is constituted by the Council, in the number set by this latter, and it is made up of the Mayors of the Municipalities with population lower than 5,000 inhabitants. The President of this Consultation Body is member by right of the Council.
5. It is established the Technical Committee of Municipal Police. The Committee is made up of a number of components defined by the Council. The components are appointed by the Governing Body and are selected among the persons belonging to the Municipal Police of the Veneto Region. Its activities and operation are determined by proper Regulations approved by the Council of the Association.

ART. 12
AUDITORS

1. The Regional Meeting elects 1 actual auditor and 1 temporary auditor, registered in the Roll of Auditors. Their office lasts for the same period of the Regional Council.
2. The Auditor examines the Final Balance Sheet to be submitted to the approval of the Council.
3. The Auditor is invited to the meetings of the Regional Council.

ART. 13
CONFERENCE OF PRESIDENTS OF REGIONAL ASSOCIATIONS

1. To co-ordinate the politic initiatives, the President of the Regional Association takes part to the meetings of the Conference of Presidents of Regional Associations.

ART. 14
PROVINCIAL COORDINATION GROUPS

1. To allow a better connection with the Municipalities of the Region, "Provincial Coordination Groups" have been established;
2. The coordination groups are made up of the local administrators of a province making up the Regional Council.
3. The Meeting of the Mayors of a Province, integrating the coordination components, making up the Regional Council, can appoint other local administrators according to a number lower than the one coming from the Regional Council;
4. The Province Coordination Group elects within it the coordinator;
The Coordination Group can meet every time the Coordinator deems it proper or when one third of the group components ask for it;
6. It can examine problems of interest for the Municipalities submitting the conclusions to the Regional Council;
7. Should the Province Coordination Group deem it necessary, it can ask the President of the Association to convene the Province Meeting of the member entities.

ART. 15
INELIGIBILITY, SUSPENSION AND FORFEITURE

1. The administrators being convicted, by *res judicata*, and against whom the sanction of debarment from public office has been applied, are not eligible as components of organs of the Regional Association.
2. The administrators subject to personal precautionary measures by judge order are suspended by the office of components the organs of the Association.
3. The Governing Body of the Association can establish behaviour rules that all administrators making up the organs have to follow, as well as eventual sanctions in case of breach.
4. The components the organs that have been detected to be absent without sound reason for more than 3 meetings lose their office. The forfeiture, after notice served by the President, is declared by the Regional Council.
5. The loss of the minimum requirement according to art. 4, paragraph 3, of this Statute for the participation at organs of the Association represent a reason for losing the office.

TITLE II
OPERATION

ART. 16
ADMINISTRATIVE STRUCTURE

1. The Association avails itself of the cooperation of personnel hired with fixed term or open term contract, and with part-time contract, as well as of detached personnel with reference to the Municipalities according to paragraph 3, art. 271, of the Consolidated Law of the laws on the organization of Local Authorities, Italian Legislative Decree No. 267 of 18th August 2000, concerning personnel hired with casual or provisional employment agreement. Any employment or collaboration with persons already belonging to the organs of the Association is prohibited, if at least 3 years from the conclusion or forfeiture of their office in the Association organs have not elapsed.
2. All documents concerning the activities of the organs is preserved at the offices of the Association.
3. In detail, it has to be assured the keeping of:

- the register of members;
- the presence book of the organs;
- the collection of minutes of the meetings of the organs;
- the book-keeping records foreseen by the law;
- the inventory book.

4. The minutes of the collective meetings of the organs are arranged by the Director and signed by the President and by the Director, and then are submitted to the approval of the organ in the next meeting to which they refer.

ART. 17
DIRECTOR

1. The Director is appointed by the Regional Council.
2. He supervises the operation of the Association, takes care of the implementation of the decisions taken by the organs, and arranges the minutes of the organs of which he is also secretary undersigning them together with the President.
3. He is the chief of the personnel available for the Association.
4. He participates to the meetings of the "Coordination Group of the Regional Secretaries" and to the ones convened by the General Secretary of the Association and, furthermore, to the national organs.
5. He takes care of the implementation of the proxies with which he has been entrusted by the organs of the Association.

ART. 18
PROPERTY, FINANCING

1. The Property of the Association is made up of movable properties described in the inventory book, of yearly financings coming from the members and of eventual amounts deposited in Credit Institutes at any enjoyment rate of the Association;
2. The yearly financing of the Association is represented by:
 - a) National transfers in the amounts stated by the Statute and by the competent organs;
 - b) A regional share defined by the Regional Council for the regular and extraordinary members;
 - a. contributions of the Region, defined by proper law;
 - b. contributions of various entities;
 - c. other eventual revenues identified by the Regional Council and indicated in the Budget.

ART. 19
FISCAL YEAR

1. The Fiscal Year opens on 1st January and closes on 31st December of the same year.
2. By April of the following fiscal year, the Auditor examines the Final Balance Sheet and transmits it to the Regional Council for the approval.
3. The Regional Council has to show in the final balance sheet the activity carried out through entities and participated companies, as well as the results achieved by the same.
The final balance sheet must contain as Annex the last balance sheet approved by the participated companies;
4. The obligation and the payment of ordinary recurring expenses and within the Budget are decided by the Director; the appropriation of extraordinary or not recurring expenses is decided by the President, subject to ratification of the Governing Body in the first meeting following the appropriation. The appropriation of expenses not foreseen or exceeding the Budget limits has to be approved by the Governing Body that has simultaneously to indicate the financing means for it.

TITLE III
FINAL RULES

ART. 20
APPROVAL AND MODIFICATION OF THE STATUTE

1. This Statute is approved by majority vote of the persons present at the Regional Meeting. Any subsequent modifications must be subject to the approval of the Regional Meeting and then sent to the National Council of the ANCI.

ART. 21

UNIFICATION OF THE ASSOCIATIONS OF LOCAL AUTONOMIES

1. The organs of the Association are committed in various initiatives aiming at promoting, at regional level, the unification of the associations of the autonomies.

ART. 22

MISCELLANEOUS

1. As for the terms not foreseen by this Statute, the terms of the Statute of the National Association, where compatible, or of the Italian Civil Code do apply.

ART. 23

DISSOLUTION OF THE ASSOCIATION

1. The Extraordinary Regional Meeting can decide for the dissolution of the Regional Association by majority vote of at least 2/3 of the representatives of the entities present; in this case, it appoints a liquidator.

1. The Liquidator, after having settled the liabilities, has to assign the property of the Association to no-profit organization of social utility.

Proposal approved unanimously by the Governing Body in the meeting of 13th October 2004.

Text approved by the Meeting held in Abano Terme on 20th October 2004