

Statutes of the Registered Association European Coalition of Cities Against Racism

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§ 1 Name, Registered, Financial Year

- (1) The Association is named "European Coalition of Cities Against Racism". The name shall be entered into the Register of Associations. After registration the suffix "e.V." [registered association] shall be added to its name.
- (2) The association's registered office is in Heidelberg.
- (3) The financial year is the calendar year.

§ 2 Purpose

The purpose of the Association is to:

- a) combat any form of racism and discrimination at a municipal level and thus contribute to the protection and promotion of human rights, respect for diversity in Europe, international mindedness, tolerance in all fields of culture and mutual understanding among peoples;
- b) support member cities in this task via the "Ten-Point-Plan of Action", which was adopted in Nuremberg on 10 December 2004, and assist them in setting priorities, optimising their strategies and reinforcing their co-operation;

- c) represent and promote the common interests of member cities towards the European Union, the Council of Europe and national governments in Europe;
- d) strengthen co-operation with institutions and organisations that have also committed themselves to fighting racism and discrimination, as well as with other European cities networks;
- e) raise awareness of the values of a just and solidarity-based society among the general public in Europe by means of events and information material, motivate them to decisively oppose racist or discriminatory opinions and behaviours.

§ 3 Non-Profit status

- (1) The Association shall exclusively and directly pursue non-profit and charitable purposes as defined by the section "Tax-Privileged Purposes" §§ 51-68 of the German fiscal code. The Association acts in a disinterested manner. It does not strive for profit and shall not primarily pursue its own economic interest.
- (2) The Association's funds shall be used only for purposes laid down in the statutes. Members shall not own shares of the profit and, in their capacity as members, they shall not receive any other financial allocation from the Association's funds.
- (3) No person shall benefit from disproportionately high payments or from expenditure that do not align with the Association's purpose. Members do not own shares in the Association's assets.

§ 4 Membership

- (1) Membership of the Coalition can only be granted to cities and local governments in European countries - as defined by the Council of Europe and UNESCO - and Israel with a democratically elected council that support the Association's purpose. No minimum number of inhabitants is required for membership. Membership of the Coalition shall also be open to UNESCO in Paris.
- (2) In order to apply, cities and local governments that meet the requirements listed in section 1 must send a letter to the Steering Committee comprising a membership application as well as the membership form. Membership is obtained as soon as the application for membership is approved by majority vote of the Steering Committee.
- (3) By joining the Coalition, each member commits itself to promote a culture of human rights and non-discrimination on local level, as well as to implement the "Ten-Point-Plan of Action". Each member undertakes to submit every second year a report to the Steering

Committee on the measures taken for implementing the "Ten-Point-Plan of Action". The Steering Committee shall pass on all reports to the Scientific Advisory Council (SAC). The SAC conducts an annual evaluation of the reports thus presented in order to assess the implementation status of the "Ten-Point-Plan of Action".

- (4) Membership is terminated by resignation or exclusion from the association. Resignation letters shall be submitted by a competent representative.
- (5) Resignation may be effected at any time by written notice to the Steering Committee. The period of notice is 6 months.
- (6) Members whose behaviour grossly contravenes the purpose of the Association can be excluded. The General Assembly decides on the expulsion of a member with a two-third majority vote of all votes cast. The Steering Committee may suspend membership until the General Assembly makes a decision.

§ 5 Membership Fee

All members shall pay an annual membership fee which is due on 30 June of the current financial year. The amount of the membership fee is determined by the General Assembly Articles upon proposal of the Steering Committee. The Steering Committee may release certain members from their obligation to pay on a case-by-case basis.

§ 6 Bodies

The Bodies of the association are:

- a) the General Assembly;
- b) the Steering Committee;
- c) the Executive Board.

§ 7 General Assembly

- (1) The ordinary General Assembly meets at least once a year. The Steering Committee shall convene the General Assembly in writing at least eight weeks in advance. The final agenda shall be sent out by the Office at the latest 4 weeks prior to the General Assembly. Member cities may suggest additional items on the agenda in writing at the latest 15 days prior to the General Assembly. The Steering Committee decides on the venue and the agenda of the General Assembly.

- (2) Upon decision of the Executive Board, the General Assembly may be held exclusively or partially by means of electronic communication (e.g. by telephone or video conference). The corresponding decision shall already be communicated to all members when the General Assembly is convened.
- (3) The General Assembly is exclusively competent in the following matters:
 - a) approval of the budget and of the annual accounts;
 - b) election of the Steering Committee members, except for permanent members;
 - c) formal approval of the actions of the Steering Committee;
 - d) amendments to the statutes;
 - e) dissolution of the association;
 - f) the annual work agenda's approval;
 - g) receipt of the activity report presented by the Steering Committee;
 - h) exclusion of members of the association;
 - i) taking note of the evaluation by the Scientific Advisory Council and of the opinion by the Steering Committee, both expressed as stipulated in § 4 section 3, and discussing those.
- (4) Each member has one vote.
- (5) The General Assembly has the quorum if all members were duly invited as stipulated in the statutes. Decisions are made by a simple majority vote of the members present. Amendments to the statutes require a three-quarter majority vote of the members present.
- (6) Scientific advisors as well as representatives from various organisations and institutions may attend the General Assembly as observers at the invitation of the Steering Committee. These observers are not entitled to vote.
- (7) The Steering Committee may convene extraordinary General Assembly at any time. Such General Assembly shall take place whenever the association's interests require this, or upon written request by one fifth of all members to the Steering Committee, mentioning the purpose of and reason for this General Assembly.

§ 8 Steering Committee

- (1) The Steering Committee comprises a maximum of 26 voting members and is composed by: one representative each from a maximum of 25 member cities, one representative of UNESCO (Paris) and one representative of the city hosting the Office.

- (2) Upon decision of the Executive Board, the Steering Committee may be held exclusively or partially by means of electronic communication (e.g. by telephone or video conference). The corresponding decision shall already be communicated to all members when the Steering Committee is convened.
- (3) The representatives of UNESCO and of the city hosting the Office are permanent members of the Steering Committee. The UNESCO has no voting rights.
- (4) With the exception of the permanent members, all further members of the Steering Committee are elected by the General Assembly for four years. Re-election is permitted. Simple majority of the votes cast of the present members shall be required for the election of the Steering Committee.
- (5) Steering Committee members exercise their vote only in case of compliance with the payment of the fee, referring to the previous year for SC from January to June and to the current year for SC from July to December.
- (6) The Steering Committee may invite scientific advisors as well as representatives from various organisations and institutions to attend its meetings as observers. These observers have no voting rights.
- (7) The Steering Committee has the following tasks:
 - a) deciding on the admission of cities as members of the Coalition;
 - b) suggesting the exclusion of member cities to the General Assembly;
 - c) promoting the Coalition and its goals at a European, international and regional level;
 - d) preparing conferences and further meetings of the Coalition;
 - e) implementing decisions taken by the General Assembly;
 - f) facilitating medium and long term action programmes for the Coalition;
 - g) making proposals on the budget to the board and discussing the annual account with the board.
- (8) The Steering Committee can grant honorary membership in the Association to cities for special achievements.

§ 9 Executive Board

- (1) The Executive Board comprises
 - a) the President
 - b) up to seven further Vice-Presidents who are placed in charge of a specific focus area

- (2) The President and Vice-Presidents shall be elected by the Steering Committee. Every member with voting rights can be eligible for election.
The President and Vice-Presidents are elected for a four-year term, and shall be eligible for re-election. The maximum number of seven specific Vice-Presidents must not be exceeded.
One representative of the city hosting the Office belongs to the board as Vice-President, no election is needed.
The President and all Vice-presidents constitute the legal representatives of the association within the meaning of § 26 BGB. Each of them holds the rights to represent the association individually. The President and all Vice-Presidents represent the association in and out of court.
- (3) A simple majority of the votes cast by the members present shall be required for the election of the president and vice-presidents.
- (4) The Board has the following tasks:
 - a) representing the Coalition and its goals at a European, international and regional level;
 - b) preparing general policies, medium and long term action programmes for the Coalition and introducing them to the Steering Committee;
 - c) developing and proposing main topics for the General Assemblies, Meetings of the Steering Committee and further conferences of the European Coalition;
 - d) convening and preparing Steering Committee meetings;
 - e) convening General Assemblies and further conferences of the Coalition;
 - f) developing financial resources to support the Coalition and its members;
 - g) presenting the budget and the annual accounts to the General Assembly for decision;
 - h) motivating and recruiting new member cities;
 - i) supporting member cities in their efforts to achieve the goals of the coalition;
 - j) defines ECCAR's intersections with other cities' networks in order to cooperate and contribute to the mutual strengthening of specific antidiscrimination approaches.

§ 10 Office

- (1) The Office of the Coalition is based in Heidelberg, as part of the city administration.
- (2) The Office has the following tasks:
 - a) Managing the work of the Coalition to enable the implementation of the purpose defined in § 2;

- b) Linking the diverse activities and outcomes of the member cities strategically with the different ECCAR bodies (Board, SC, GA, SAC) to strengthen the implementation of § 2;
- c) Liaisoning between the Coalition with its different bodies (Board, SC, GA, SAC) and international networks and structures to ensure the strategic implementation of § 2;
- d) For the implementation of a) - c) the Office has among others the following tasks
 - a. acting as a point of contact for member cities and interested municipalities;
 - b. promoting communication among member cities and sharing of experiences and best practice examples for the implementation of the "Ten-Point-Plan of Action Against Racism";
 - c. performing online and offline information tasks for the Coalition;
 - d. supporting the national coalitions of cities against racism;
 - e. organising Coalition activities, in particular the General Assembly and conferences;
 - f. preparing the budget and the annual accounts and presenting them to the Board.

§ 11 Scientific Advisory Council

- (1) The Scientific Advisory Council (SAC) comprises a representative of UNESCO and up to 3 Scientific Advisors. While UNESCO is a permanent member, the advisors are appointed by the Steering Committee. The SAC is coordinated by an appointed member of the Executive Board. The SAC may be supported by an institution suggested by a member city.
- (2) The SAC has the following tasks:
 - a) the Scientific Advisors are responsible for the analysis and evaluation of the members' reports according to § 4 (3). These reports are to be submitted to the Office and Executive Board. The Office submits them to the SAC once a year;
 - b) the SAC advises the Executive Board and the Steering Committee in the preparation of work programmes and in their implementation, as well as in all issues those bodies request for advice;
 - c) the SAC can function as a research centre for ECCAR. In specific projects, the SAC carries out research or facilitates research upon decision by the Steering Committee;
 - d) the SAC may reach out to support and advise members upon request.

An annual budget for carrying out the tasks will be available. The Steering Committee makes a proposal for the annual budget to the General Assembly for decision.

§ 12 Minutes

- (1) All decisions made by the General Assembly and by the Steering Committee shall be written down in the minutes, and these shall be signed by the chair person of the meeting,

or jointly signed by one of the vice-presidents attending the meeting and by the keeper of the minutes. The minutes shall contain: a list of participants, the agenda, the results of any decisions and votes taken, if applicable with voting results, as well as all statements made explicitly for the records.

- (2) The Office is responsible for the minutes of the Steering Committee and/or the General Assembly being taken and for sending them to the respective city members. The Steering Committee and/or General Assembly are responsible for minutes' approval.

§ 13 Dissolution of the association

- (1) The association may be dissolved by the General Assembly with a three-quarter majority voting of all delegates present as provided in the statutes.
- (2) In the event that the association is dissolved or suspended or that its tax-privileged purposes no longer exists, the assets of the association shall be turned over to a public legal entity or another tax-privileged corporation that pursues the purpose of promoting international mindedness, tolerance in all fields of culture and mutual understanding among peoples, and that combats any form of racism and discrimination at a municipal level, thus contributing to the protection and promotion of human rights and respect for diversity in Europe.

§ 14 Commencement / Legal validity

The above statutes were adopted by the foundation assembly on November 10, 2007 in Graz, Austria. They are valid as amended as soon as registered in the register of associations.