



Rules of Procedure for the General Assembly of the EU Strategy for the Alpine Region

November 24, 2022

Preamble

The Milan Declaration of the Alpine States and Regions of December 1st 2014 lays down the basis of the EUSALP multi-level governance system – in accordance with the Grenoble Political Resolution, the Commission's report on governance of macro-regional strategies and the Council conclusions of 21st October 2014 – which is notably based upon “a General Assembly to be held on a regular basis, gathering the high level political representatives of States and Regions involved in the Strategy, and representatives of the Alpine Convention and Alpine Space Programme as observers, and which will be responsible for laying down general political guidelines”.

The Communication from the Commission concerning a European Union Strategy for the Alpine Region released on July 28th 2015 underlined that the EUSALP governance system “has three inter-related levels: (1) political leadership and ownership; (2) coordination; and (3) implementation. At each level, different actors from the participating States and Regions take part in a General Assembly, an Executive Board and implementing bodies.”

Article 1

Scope of application

These Rules of Procedure apply to the General Assembly (GA) of the EU Strategy for the Alpine Region (EUSALP).

Article 2

Responsibilities

- 1) The GA is the political level for guiding and monitoring the Strategy; it determines the overall direction of the Strategy, establishing political ownership and responsibility with the desired effect of aligning policies and funds, and providing the resources and legitimacy for decision making.
- 2) The responsibilities of the GA include:
 - a. Laying down the general political guidelines for the Strategy and adopting any general act that would be necessary for the implementation of the Strategy;
 - b. Endorsing the list of common priorities for the implementation of the EUSALP;
 - c. Monitoring the overall Strategy, supported by evaluations and proposals made by the EB;
 - d. Appointing the annual Presidency and endorsing the pre-established shift order of presidencies;
 - e. Deciding on the mandates for AG leadership;
 - f. Endorsing the members of the Youth Council (YC);
 - g. Calling on the Presidency to organize ministerial meetings in order to create the necessary political awareness for the Strategy;
 - h. Asking the European Commission (EC), based on recommendations by the Executive Board (EB), for a review or adaptation of the Action Plan;
 - i. Deciding on the membership of new EUSALP members;

Article 3
Composition of the GA

- 1) The GA is composed of political representatives from each of the seven EUSALP country delegations, consisting of the State and Regions. In duly justified cases, GA representatives can send delegated substitutes to the meetings.
- 2) The European Commissioner representing the EC shall participate in the GA meetings as co-chair in advisory capacity (without decision making right) with a view to facilitating and coordinating the implementation of the EUSALP.
- 3) The Secretary General of the Alpine Convention shall participate in the GA meetings as observer in advisory capacity (without decision making right).
- 4) Representatives of the Youth Council may participate in the GA meetings as observers in advisory capacity (without decision making right).
- 5) Other EUSALP stakeholders, especially EB members including the representative of the Alpine Space Programme, may be invited by Presidency to attend GA meetings as observers in advisory capacity (without decision making right) if required by the agenda.
- 6) The TSS attends GA meetings in supporting capacity, as laid down in the document “Annex 1 to the Rules of Procedure of the EUSALP General Assembly, EUSALP Executive Board and EUSALP Action Groups - Technical Support Structure EUSALP”. The TSS Head and the Presidency agree on the TSS delegation participation at GA meetings.

Article 4
Presidency

- 1) The presidency of the EUSALP is based on a rotation mechanism¹. It is appointed for the duration of one calendar year and chairs the GA, co-chaired by the EC.
- 2) The Presidency can be extended to a maximum of one more year, or the pre-established order of Presidency can be switched. The order of Presidency can be switched only in exceptional circumstances and after notification to and agreement by the EB and the GA at least two calendar years in advance.
- 3) The Presidency is assumed by the country delegation, which decides on its format.

Article 5
Trio Presidency

- 1) The Trio Presidency is composed of the incumbent Presidency, the past and the future Presidencies.
- 2) The mandate of the Trio Presidency is to ensure continuity and efficiency during the rotation of Presidencies, specifically by supporting the incumbent Presidency by securing regular exchanges on strategic steering and coordination.
- 3) Trio Presidency meetings should take place at least twice a year and are convened by the incumbent Presidency. Such meetings should also be organised at a political level by the political representatives of the Trio Presidency. It is a prerogative of the Trio Presidency to propose for approval to the GA the most appropriate modalities to organise the work to be carried out at the political level.

Article 6
Meetings

- 1) The GA meets at least once a year, or more often if deemed necessary by the EB, with a view to ensuring broadest possible participation by the political representatives. One annual GA meeting is organized during the Annual Forum.

¹ “Annex 2 to the Rules of Procedure of the EUSALP General Assembly - Rotating mechanism of EUSALP Presidency”, adopted by the General Assembly, 24 November 2022, Trento

- 2) Meetings are prepared by the Trio Presidency and the EC, in coordination with the EB for advice (see article 8).
- 3) The Presidency, in coordination with the EC and Trio Presidency, proposes venue, date, and duration of any meeting and notifies the GA representatives at least three months prior to their beginning. The Presidency may propose, in exceptional circumstances and when duly justified, to change the date or place of a GA meeting.

Article 7

Decision-making rules

- 1) Decisions can be taken only by GA representatives or their delegated / appointed substitutes and if all country delegations are represented.
- 2) Decision-making by the GA shall be done by consensus among all participating country delegations (one country delegation, one vote).
- 3) If consensus cannot be reached, the Presidency, in coordination with the EC, can postpone the decision.
- 4) In duly justified circumstances, decision-making by the GA is also open to written procedure, for which the Presidency sends the documents to all country delegations by indicating a deadline of 15 working days to answer.

Article 8

Agenda

- 1) The Presidency, in coordination with the EC and Trio presidency, shall draw up a draft agenda for each GA meeting. The draft agenda shall be agreed upon by the EB and sent to all participating GA representatives and substitutes at least 20 working days prior to the GA meeting. BAGL and Youth Council are consulted during the agenda drafting phase.
- 2) The draft agenda shall indicate for each agenda item whether a written document shall be provided. Documents for discussion must be sent at least 10 working days prior to the GA meeting and 15 working days prior to the GA meeting if decision making is foreseen, unless exceptional duly justified circumstances require circulating a document closer to the date of the GA meeting.
- 3) Any request to put an urgent item on the agenda (except for items under "any other business") must be communicated to the Presidency at least 10 working days prior to the GA meeting. These new items should not imply decision-making and come without new documents. Items under "any other business" are subject to the approval by the GA.
- 4) The final agenda is adopted at the beginning of each GA meeting.

Article 9

Minutes of the GA meetings

- 1) The Presidency is responsible for drafting the minutes of the meeting, in close cooperation with the EC. It will circulate the provisional minutes within 15 working days after the meeting.
- 2) The Presidency amends the provisional minutes on the basis of the comments received within 10 working days from the date of circulation of the provisional minutes and will disseminate the final minutes 35 working days following the GA meeting, at the latest.

Article 10

Confidentiality

- 1) Discussions taking place during GA meetings are confidential. Adopted decisions can be communicated publicly.
- 2) Working documents and internal information shall be for internal use only.

Article 11
Working language

- 1) The working language of GA meetings shall be French, German, Italian, Slovenian and English.
- 2) Any written documents prepared for or adopted by the GA shall be in English.

Article 12
Communication

- 1) GA meetings may be followed by a press conference.
- 2) Journalists may be invited by Presidency, in close cooperation with the EC and Trio Presidency, to cover the opening ceremony and concluding part of the GA meetings, with a view to communicating on the implementation of the EUSALP.
- 3) A press kit and press release, prepared by the Presidency and the EC shall be circulated to the press before each GA meeting.
- 4) GA members shall take into account the press kit and press release in their respective national and regional communication.

Article 13
Adoption and review

Rules of procedure of the GA are adopted and amended by unanimous decision (one country delegation, one vote).

Annex 1 to the Rules of Procedure of the EUSALP General Assembly, EUSALP Executive Board and EUSALP Action Groups

Technical Support Structure EUSALP² - Mandate

Preamble

The technical support structure (TSS) carries out technical secretariat activities to support the EUSALP. The work of the TSS is done in coordination with the Presidency and the Executive Board. It is in charge of the following tasks and services:

- Supporting events and awareness raising on EUSALP activities
- Leveraging partnership opportunities and the drawing up of transnational projects
- Reporting actions and facilitating multi-stakeholder dialogue as well as embedding
- Measuring impact and capitalising, reporting on results
- Ensuring technical, administrative and financial coordination of the Alpine Space Programme *Support EUSALP* Project

TSS support to EUSALP governance bodies, main implementation actors and stakeholders

The TSS is accountable for the following tasks and services:

1) EUSALP Executive Board (EB) and General Assembly

Administrative and organisational support to the presidency and governance bodies in all their activities to ensure an effective coordination and implementation of EUSALP.

- Technical support to the functioning of EUSALP's governance bodies
- Ensuring close contact with managing authorities of European structural and investment funds (regional development, cohesion, social (ESIF) and animating the network of Managing Authorities
- Training and support for EB members
- Providing support for the monitoring and evaluation of the strategy's implementation
- Ensuring the internal and external communication of the EUSALP strategy

2) EUSALP Action Groups (AGs)

Supporting AGs in the implementation of their activities

- Facilitating horizontal coordination of AGs through technical support to the Board of AGs Leaders
- Guaranteeing capacity building for AGs members
- Supporting the policy cycle: capitalisation, transfer, financial dialogue networks, embedding
- Disseminating AGs activities

3) Involving Alpine youth and stakeholders

Improving the visibility and relevance of EUSALP by fostering the involvement of young people and stakeholders in the implementation of the strategy.

- Supporting the EUSALP Youth Council activities (e.g. the "Pitch your project" competition)
- Facilitating stakeholder engagement

Financial support

Financial resources are provided by Provence-Alpes-Côte d'Azur, Lombardy and Auvergne-Rhône-Alpes and the Alpine Space programme for the 2023 to 2025 period.

² Based on the "EUSALP Technical Support Structure – Decision Paper" endorsed by the Executive Board on January 12th, 2021, and the discussions of the Executive Board on the *Support EUSALP* Project application.

Annex 2 to the Rules of Procedure of the EUSALP General Assembly

Rotating mechanism of EUSALP Presidency

Preamble

Based on the EUSALP General Assembly (GA) Rules of Procedures (RoP) Art. 4 (1) referring to a rotating mechanism to manage the EUSALP Presidencies order and following the decision made by the GA on 14 December 2021 in Nice, a rotating presidency mechanism shall be implemented in order to guarantee stability, coherence of the work, political leadership and steering in the EUSALP. The Italian Presidency underlines that it is essential to agree on an order of Presidency and establish a rotating mechanism to foster political commitment and collaboration in the Alpine Region. Following the submission of the framework proposal for a rotating order of the EUSALP Presidency during the Executive Board (EB) meeting of 21-22 April 2022 in Trento, to which no objections were raised, the Italian Presidency elaborated this proposal for decision, which integrates the feedback received from the delegations in the EB.

The Presidency recalls that:

- 1) during the EB meeting of 25-26 January 2022:
 - Slovenia confirmed its will to take over the Presidency in 2024;
 - Austria confirmed its readiness to examine – subject to political decision – taking over the Presidency in 2025;
 - Liechtenstein confirmed its readiness to take over the Presidency in a co-presidency format;
- 2) during the EB meeting of 23-24 June 2022, Switzerland confirmed it would candidate for the Presidency in 2023.

Decision

- (1) The EUSALP Regions and States assure a balanced political representation throughout a rotation cycle. One rotation cycle has a duration of six years. Based on past presidencies and confirmed political commitments, the rotating order of EUSALP Presidencies from 2023 on is as follows: Switzerland, Slovenia, Austria, Germany, France, Italy. Liechtenstein co-chairs one Presidency within one rotation cycle. Liechtenstein will communicate its intention two calendar years in advance.
- (2) The Presidency is assumed by a single State/Region or in tandem with other Regions of the same EUSALP member state, except for Liechtenstein.
- (3) The established order of the Presidencies can be switched, in exceptional circumstances, after notification to and agreement by the EB and the GA (Art. 4 (2) GA RoP) at least two calendar years in advance. In this circumstance the following applies:
 - 1) The delegation which does not take over the Presidency as foreseen by the rotation mechanism will step in one year later. The following delegation in the predefined order will step in to take over the Presidency.
 - 2) “(t)he (standing) Presidency (...) can be extended to a maximum of one more year (Art. 4 (1), Art. 4 (2) GA RoP)”.
- (4) The GA unanimously decides on the rotating order of the Presidencies. It confirms incoming Presidencies two calendar years in advance, to support the strategic steering of the strategy and the collaboration of the Trio-Presidency.