

# ***Statutes of the Icelandic Association of Local Authorities***

## **I. Name and domicile**

### **Article 1**

The name of the Association is the Icelandic Association of Local Authorities; the Association is domiciled in Reykjavík.

## **II. Role**

### **Article 2**

The role of the Association is:

To serve as a joint representative of the municipalities in Iceland and promote their common interests and co-operation;

To represent the Icelandic municipalities in relations with the State and other domestic entities, as applicable;

To represent the Icelandic municipalities in relations with foreign associations concerned with matters of local government, foreign organisations and other parties outside Iceland involved in the affairs of local government.

To promote general education on affairs of local government through conferences, courses of study and meetings, as well as publication and information activities concerning individual aspects of the politics of local government for members of municipal councils and municipal employees.

## **III. Membership and election of delegates to the National Congress**

### **Article 3**

Any Icelandic municipality can become a member of the Association.

In the event that a municipal council resolves to request admission for the municipality to the Association, a written application to such effect shall be sent to the Executive Board of the Association. The Executive Board shall grant the municipality temporary admission, but applications shall be submitted to the National Congress for final confirmation.

If a municipality wishes to withdraw from the Association, the decision to withdraw shall be notified in writing and the withdrawal shall take effect at the next turn of the year following receipt of the notification of withdrawal.

### **Article 4**

Following general local government elections, the respective municipal councils shall elect delegates to the National Congress, and their election shall remain valid for the entire the electoral term of the local government.

- A municipality with up to 1000 inhabitants shall elect 1 delegate
  - A municipality with up to 3,000 inhabitants shall elect 2 delegates
  - A municipality with up to 5,000 inhabitants shall elect 3 delegates
  - A municipality with up to 10,000 inhabitants shall elect 4 delegates
- And one additional delegate shall be elected for each partial 10.000 additional inhabitants

For the purposes of this Article the number of inhabitants shall be determined based on 1 December prior to the Congress using final census figures as recorded by Statistics Iceland.

An equal number of alternate delegates shall be elected. The election of delegates shall be subject to the same rules as those that apply to the election of committees pursuant to the Local Government Act.

Principal and alternate members of municipal councils are eligible as delegates.

Following the election, at the latest on 1 August, the Municipality shall send to the Office of the Association election credentials containing the name(s) of the persons elected as delegates and alternate delegates.

## **IV. National Congress**

### **Article 5**

The National Congress is the supreme authority in the affairs of the Association. The Congress will come together annually, normally in March or April. In a local government election year, however, the Congress shall be held in September or October. The Executive Board of the Association convenes the Congress and decides on its venue and time.

At the National Congress the following issues shall be addressed or presented:

- a) Inauguration and Chairman's address
- b) Election of two chairmen of the Congress
- c) Election of two secretaries
- d) Election of a three-member Election Credentials Committee
- e) Financial report of the Association for the preceding accounting year, audited by a chartered accountant and elected examiners and approved by the Board of Directors of the Association, and the budget for the current year as well as a three-year budget
- f) Findings of the Election Credentials Committee
- g) Report on the work of the Association in the preceding year and the work plan of the Association for the current year
- h) Formulation of the policy of the Association
- i) Any business that a municipal council, regional federation of municipalities or delegate at the Congress requests to submit
- j) Amendments to the Statutes
- k) Any other business

In addition to the above, the following items of business shall be addressed at the first National Congress following general local government elections:

- l) Elections to the Board of Directors pursuant to Article 9;
- m) Election of examiners pursuant to Article 10;
- n) Election of the Municipal Wage Committee pursuant to Article 13, and statutes for the Municipal Wage Committee.

Proposals concerning the items of business in subsection (i) in paragraph 2 of this Article shall be sent to the Executive Board of the Association no later than two weeks prior to the National Congress. However, items of business may be submitted at the National Congress with the approval of 2/3 of the delegates.

The National Congress may elect committees or working groups to consider specific issues under deliberation at the Congress.

The Executive Board of the Association may call an extraordinary National Congress with two weeks' notice, at which matters decided by the Board shall be addressed.

#### **Article 6**

The National Congress shall be convened by a letter to the municipal councils with at least one month's notice. In addition, the parties entitled to attend the Congress pursuant to Article 7 shall be notified by post.

#### **Article 7**

Members of the Executive Board who are not elected delegates are entitled to attend the National Congress with the right to speak and submit motions.

Furthermore, the executive directors of municipalities, i.e. mayors and heads of municipal councils, in addition to directors and executive directors of regional federations, are entitled to attend the National Congress with the right to speak and submit motions.

### **V. Election of Executive Board and Examiners**

#### **Article 8**

The Executive Board of the Association shall, following local government elections, and no later than six weeks before the National Congress, elect an Election Committee of six members to prepare proposals for the National Congress concerning elections to the Executive Board, the office of Chairman of the Board and examiners for a term of four years, as provided for in Articles 9 and 10.

The Election Committee shall be composed of delegates representing five electoral regions, i.e.:

1. Reykjavík, two members
2. Southwest electoral district, one member
3. Northwest electoral district, one member
4. Northeast electoral district, one member
5. South electoral district, one member

The Election Committee shall consult with delegates from each electoral district prior to finalising its proposals to the National Congress.

### **Article 9**

At the National Congress following local government elections eleven principal members shall be elected to the Executive Board of the Association following the submission of proposals from the Election Committee pursuant to Article 8, and they shall be divided as follows by electoral region:

1. Three from Reykjavík
2. Two from the Southwest electoral district
3. Two from the Northwest electoral district
4. Two from the Northeast electoral district
5. Two from the South electoral district

An equal number of alternates shall be elected in the same manner.

The Chairman of the Executive Board of the Association shall be elected separately. In other respects, the Executive Board shall allocate tasks among its members, *inter alia* by the election of a Vice-Chairman. In the event that the Chairman resigns, the National Congress shall elect a Chairman in his/her place at its next meeting.

A specific alternate member shall be elected for each principal member of the Executive Board, who shall take a seat on the Board in the event of the temporary absence of his/her respective principal member.

Eligible candidates are principal and alternate members of municipal councils and executive directors of municipalities, provided that this is their principal occupation.

The electoral term of the Executive Board extends from its election until an election is conducted at the next National Congress following general local government elections.

In the event that a member of the Executive Board loses his/her mandate as provided in paragraph 1 of Article 11, the alternate member shall take his/her seat until the next National Congress, which shall elect a new principal member in his/her place. In the event that an alternate member loses his/her mandate as provided in paragraph 1 of Article 11, the next National Congress shall elect another alternate member in his/her place.

### **Article 10**

At the next National Congress following general local government elections two examiners of the annual accounts of the Association shall be elected together with two alternates following the proposals of the Election Committee, cf. Article 8.

Eligible candidates as examiners are principal and alternate members of municipal councils and executive directors of municipalities, provided that this is their principal occupation.

## **Article 11**

In the event that a person elected as a principal delegate or alternate delegate for the National Congress, as a member of the Executive Board, or as an examiner, resigns from his/her post at the municipality where he/she was employed at the time of his/her election, his/her mandate shall lapse.

This provision does not apply to persons that may lose their mandate as a result of general local government elections. Their mandate shall lapse when the National Congress has elected a new Executive Board.

## **VI. Tasks of the Executive Board**

### **Article 12**

The Executive Board is the supreme authority in the affairs of the Association between sessions of the National Congress. The Executive Board represents the Association and is responsible for its finances.

The Executive Board will normally hold meetings once a month, which shall be called by post with reasonable notice.

Before the end of December each year, the Executive Board shall approve a plan of work and budget for the Association for the following year. Within two months from the approval of the budget the Executive Board shall approve a framework budget for the following three years.

Before the end of February each year, the Executive Board shall have approved the accounts of the Association for the preceding year.

The Executive Board shall appoint the Managing Director of the Association and Division Managers in accordance with the organisation chart of the Association at any time. Other staff is appointed by the Managing Director.

The Managing Director is responsible for the management of the day-to-day operation of the Association Office, its finances and other affairs.

The Executive Board may appoint permanent committees to discuss specific matters or issues. The mandate of such committees shall lapse at the time of change of the Executive Board.

## **VII. Municipal Wage Committee**

### **Article 13**

The Wage Committee works under the auspices of the Association. The Wage Committee is responsible for the negotiation of wage agreements for the municipalities that entrust the Committee with negotiations on their behalf.

The Wage Committee is elected at the next National Congress following general local government elections.

The election and work of the Wage Committee is subject to separate statutes approved by the National Congress.

## **VIII. Amendments to the Statutes**

### **Article 14**

Amendments to the Statutes of the Association may be made at sessions of the National Congress. Proposals for amendments to the Statutes shall be submitted to the Executive Board, which forwards them to the delegates to the National Congress no later than two weeks before the Congress; notices of the Congress shall refer to the proposals. Amendment of the Statutes requires the approval of the majority of voting delegates.

## **IX. Entry into Force**

### **Article 15**

These Statutes are effective immediately. At the same time, the Statutes of the Icelandic Association of Local Authorities dated 26 November 2004 are repealed.

*So approved*

*at the XXth National Congress of the Icelandic Association of Local Authorities*

*29. September 2006*