



# **47<sup>TH</sup> EAROPH EXECUTIVE COMMITTEE MEETING**

2<sup>nd</sup> June 2015

Discussion Paper I

**Governance Structure of EAROPH**

**(item no 11, 13, 15.5 of the Constitution)**

Presented By

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**Secretary General of EAROPH**

# GOVERNANCE STRUCTURE OF EAROPH TODAY

## Existing Structure Of EAROPH



## Roles & Responsibilities

### *Supreme Council of EAROPH*

- *Promote the objectives of EAROPH*
- *Assist EAROPH members in organising activities*
- *Offer assistance to members and any national bodies*
- *Maintain close communication*
- *Initiate membership development*

### *Manage the Business of EAROPH on behalf of Council*

- *performing duties as delegated by the Council*
- *Implement new rulings or guidelines to maintain the running of EAROPH*
- *Deal with matters of policy of EAROPH*
- *Approve applications*
- *Meet once a year*

### *Perform such duties on behalf of the Executive Committee*

- *Guide & review the proper running of EAROPH, including financial matters*
- *May form sub-committees to assist and advice in day to day management of EAROPH*
- *May recommend guidelines and policies for adoption by the Executive Committee*

### *Conduct the Business of EAROPH in accordance to the rules*

- *Carry out instructions of the Council*
- *Responsible for all correspondence, keeping all books, documents & papers except accounts & financial records*
- *Organise international conferences with host country;*
- *Setting all projects in motion & maintain and monitor projects managed by working committee*
- *Maintain close communication with Council & Exec Com*
- *Initiating membership development*

# GOVERNANCE STRUCTURE OF EAROPH TODAY

## Members of the Respective Committees

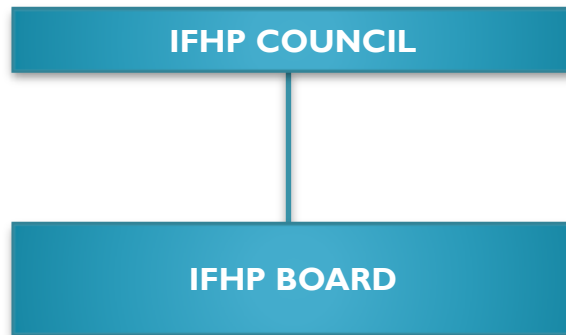
<b>A</b>	<b>Council Members</b>
1	President
2	Deputy President
3	Honorary Presidents
4	Vice Presidents of Each Country
5	Secretary General
6	Honorary Treasurer
7	Ordinary Council Members: <ul style="list-style-type: none"> <li>• One Representative from each each Organisational Member</li> <li>• Co-opted Council Member for Every Six Individual Members of EAROPH in each EAROPH Country</li> <li>• A maximum of 4 experts, one on Housing, one on Urban and Regional Planning, one on Urban Management, one on Environment shall be co-opted from each country, in which EAROPH has a national chapter.</li> <li>• All Honorary Members of EAROPH</li> </ul>

<b>B</b>	<b>Executive Members</b>
1	President
2	Deputy President
3	Honorary Presidents
4	Vice Presidents of Each Country
5	Secretary General
6	Honorary Treasurer
7	One member from each country where EAROPH has no fewer than 3 members shall be elected to serve
8	President and Secretary General of any Associate Member shall serve as ex-officio.
9	Chairman of the Publication Committee serve as ex-officio
10	Legal Adviser serve as ex-officio
11	Auditor shall serve as ex-officio

<b>C</b>	<b>Secretariat Committee</b>
1	President/Chairman of National Chapter
2	Honorary Presidents
3	Secretary General
4	Honorary Treasurer
5	National Organisation Members
6	Individual Members in the country in which the Secretary General resides

# GOVERNANCE STRUCTURE OF IFHP TODAY

## Existing Structure of IFHP



## Roles & Responsibilities

*COUNCIL is the highest authority of IFHP*

*COUNCIL has 4 key roles:*

- *Approves*
- *Supervisor*
- *Dialogue Partner that provides on-going comments*
- *Advise on the operations of IFHP*
- *Promotes IFHP in their own country*
- *Meets once a year*
- *Each country has 3 seats in Council and one of them is a National Chapter Chairman*
- *Currently has 46 members from 24 countries*

*BOARD is responsible management of IFHP*

*BOARD consist of 6 members and operates under a set of Rules:*

- *President*
- *Deputy President*
- *4 Members*
- *Meets 4 times a year*

# GOVERNANCE STRUCTURE OF ICLEI TODAY

## Existing Structure Of ICLEI



## Roles & Responsibilities

*Supreme decision making and oversight body of ICLEI.*

- Power to amend the charter
- Elects members to the ICLEI Global Executive Committee
- Establish directions for the Association & Adopts ICLEI Strategic Plan
- Composed of all voting members of Regional Executive Committee

*Represents members of the Association at the global level.*

- Sole decision power to adopt and amend by-laws
- To Call for meetings of the Council
- Approve establishments of regional, sub-regional and country offices
- Only body, other than Council that decides on policy matters
- Consist of 1 member from each of the 9 Regional Executive Committees and 6 Portfolio seat nominated by ICELEI Sec Gen

*Regional Executive Committee is the regional representation of the members of the Global Association in each ICLEI Region*

- Shall have a maximum of 9 ICLEI Regional Executive Committees.
- Each Regional Executive Committee shall consist of 3 to 5 Members who shall serve the Association according to an assigned Portfolio mandate and are appointed by the members of the global association in that region from a list of candidates.

*Responsible for overseeing the business of ICLEI World Secretariat. Carry out instructions of the Council*

- Global Executive Committee appoints members of Management Committee.
- President, 1<sup>st</sup> Vice-President shall serve the Management Comm.
- Senior Management consist of Sec Gen, Assistant Sec Gen.
- An arbitration body for resolution of conflicts & Meets 4 times a year

# PROPOSE GOVERNANCE STRUCTURE FOR EAROPH

## Propose Structure of EAROPH



## Roles & Responsibilities

<b>A</b>	<b>Council Members</b>
1	President
2	1 <sup>st</sup> Vice President
3	Vice Presidents (from National Chapters)
3	Deputy President serve as ex-officio
4	Honorary Presidents
5	Secretary General
6	Honorary Treasurer (part of Sec Gen office)
8	Honorary Members of EAROPH
9	Council Member (Co-opted) 4 Representative from each EAROPH Nation
10	Council Member (Co-opted) 1 Representative from each Organizational Member
11	Council Member (Co-opted) 1 Member from each country where EAROPH has no fewer than 3 members shall be elected to serve

<b>B</b>	<b>Executive Members</b>
1	President
2	1 <sup>st</sup> Vice President
3	Vice Presidents (Chairman of National Chapter)
4	Deputy President serve as ex-officio
5	Honorary President (Maximum 3 nos as Executive Committee)
6	Secretary General
7	Honorary Treasurer (part of Sec Gen office)
8	Portfolio Seats (Co-opted) Max of 6 Portfolio Seats Housing & Communities, Sustainability, Urban Management, Climate Resilience, Integration and Collaboration, Communication
9	Auditor shall serve as ex-officio
10	Legal Adviser serve as ex-officio



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Discussion Paper 2

**EAROPH DEPUTY PRESIDENT**

**(Item 9.2 of the By-Laws)**

Current By-Laws	Proposed Amendments
The Post of Deputy President	1 <sup>st</sup> Vice President
The post of the deputy president currently is from the member country that shall be hosting the next international congress.	1 <sup>st</sup> Vice President shall be from the member country that shall be hosting the next international congress.
	Vice Presidents
	Chairman of National Chapters
	Deputy President (ex-officio)
	The Secretary General of the Ministry of Urban Wellbeing, Housing and Local Government Malaysia shall be the Deputy President of EAROPH. The position however shall be an ex-officio position.





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Discussion Paper 3

**National Chapters**

**(item 16 of the Constitution)**

Item 16.1	Proposed to include
<p>The National Chapters has their own power to appoint their Chairman, Vice Chairman and Hon Secretary from amongst their members for purpose of dealing with specific subjects or projects connected with the objectives of EAROPH.</p>	<ul style="list-style-type: none"> <li>I. Term of office for National Chapters shall be a maximum of two years and to follow suit the term of office of the Council.</li> <li>I. National Chapters shall advise the Council and Executive Council of their Chairman, Vice-Chairman and Hon-Secretary during the election of the Council.</li> </ul>
	<p>Non-active National Chapters</p> <p>The Council shall have the powers to decide upon any National Chapters that has been inactive from the activities and objectives of EAROPH. Such actions include the termination of a National Chapter provided all efforts has been taken to activate the National Chapters by the Secretary General office.</p>
	<p>To include the role of : Initiating Membership Development.</p>



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Discussion Paper 4

**Membership and Membership Fees  
(item 11 of the By-Laws)**

Current Fees	Proposed Fees
<p>Individual Membership</p> <ul style="list-style-type: none"> <li>- Entrance Fees – US14.00</li> <li>- Annual Subscription – US 32.00</li> <li>- Total – US 36.00</li> </ul>	<p>Individual Membership</p> <ul style="list-style-type: none"> <li>- Entrance Fees – US 15.00</li> <li>- Annual Subscription – US 40.00</li> <li>- Total – US 55.00</li> </ul> <p>Students &amp; Above 65 years old – 50% discount</p>
<p>Organizational Membership</p> <ul style="list-style-type: none"> <li>- Entrance Fees – US20.00</li> <li>- Annual Subscription – US 74.00</li> <li>- Total – US 94.00</li> </ul>	<p>Organizational Membership</p> <ul style="list-style-type: none"> <li>- Entrance Fees – US 50.00</li> <li>- Annual Subscription – US 150.00</li> <li>- Total – US 200.00</li> </ul> <p>50% discount for academic institutions</p>
<p>Individual Life Membership</p> <ul style="list-style-type: none"> <li>- Entrance Fees – US20.00</li> <li>- Annual Subscription – US 343.00</li> <li>- Total – US 377.00</li> </ul>	<p>To cease such form of Membership</p>
<p>Extended Organizational Term Membership (10 years)</p> <ul style="list-style-type: none"> <li>- Entrance Fees – US20.00</li> <li>- Annual Subscription – US 577.00</li> <li>- Total – US 577.00</li> </ul>	<p>Extended Organizational Term Membership (5 years only)</p> <ul style="list-style-type: none"> <li>- Entrance Fees – US 50.00</li> <li>- Annual Subscription – US 1000.00</li> <li>- Total – US 1050.00</li> </ul>

Note :Associate Member – Status of Associate Member