



**Local & Regional
Europe**

Call for candidacies

**Host authority
for the 2016 CEMR General Assembly**

| July 2013

Call for candidacies to host the 2016 CEMR General Assembly

Introduction

The CEMR General Assembly brings together around 1 000 or more local and regional elected representatives and experts, with high-level institutional partners, from Europe and beyond, to debate key issues of the day. As such, it constitutes the main local and regional gathering in Europe, ensuring space for dynamic exchange and reflection around European policy of priority. Previous Congresses were held in Cádiz (2012), Malmö (2009) and Innsbruck (2006).

Call for candidacies for the General Assembly 2016

The CEMR Secretariat General hereby invites local and/or regional authorities, in cooperation with their national association or CEMR section, to submit their candidacy to host the next CEMR General Assembly to be held in spring 2016.

Candidature proposal

Local/regional authority interested to host the CEMR General Assembly (host authority) may express their interest to the Secretariat General in English or French in response to this Call for candidacies. They shall compile and present to the Secretariat General a dossier including and/or describing the following elements, which will serve as selection criteria:

- A joint candidacy of the host authority and the national section or association, member of CEMR;
- A description of the proposed venue for the General Assembly, including the location, access, numbers and capacities of meeting rooms, catering facilities, security arrangements, exhibition spaces/areas, storage, office spaces etc.;
- A list of proposed hotels with distance from the venue, capacity and indicative star-rating and pricing;
- The proximity of an international airport, with distance, possibilities of transport and indicative international flight connections across Europe;
- Proposals or possibilities for external visits and activities, such as technical visits in the area/region, possibilities for accompanying persons' programme;
- Any other information and supporting material as deemed necessary or appropriate to support the candidacy;

Procedure

- Interested host authorities are invited to submit their candidacy no later than by **Monday 30 September 2013**;
- The candidacies are to be sent to the following address:
CEMR Secretariat General
Square de Meeûs 1
1000 Brussels, Belgium

- For any additional inquiries please contact
Boris Tonhauser (boris.tonhauser@ccre-cemr.org, tel. +32 (2) 5000 539)

Review of candidatures

The Secretariat General reserves the right to request, on a case-by-case basis, additional information from the candidates. The received candidatures will be reviewed for completeness and compliance with the requirements. A shortlist of candidates will be submitted for debate by Secretaries General and Directors of member associations and national sections (4–5 November 2013), who will submit a proposal (2–3 candidates) to the Policy Committee (2–3 December 2013) for vote.

Selection by the Policy Committee

The shortlisted hosts shall be invited to make a presentation of their candidacy at the meeting of the Policy Committee, which shall select the candidate for the upcoming General Assembly by vote.

The selected host will cooperate with the Secretariat and with the Professional Conference Organiser selected to organise the 2016 CEMR General Assembly, the *Congress and Study Centre* of the VNG.

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Contact

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About CEMR

The Council of European Municipalities and Regions (CEMR) is the broadest organisation of local and regional authorities in Europe. Its members are over 50 national associations of municipalities and regions from 41 European countries. Together these associations represent some 150 000 local and regional authorities.

CEMR's objectives are twofold: to influence European legislation on behalf of local and regional authorities and to provide a platform for exchange between its member associations and their elected officials and experts.

CEMR is the European section of United Cities and Local Governments (UCLG), the worldwide organisation of local government.