



CONSEIL CONSULTATIF POUR
LES EAUX OCCIDENTALES
SEPTENTRIONALES

**NORTH WESTERN
WATERS**
ADVISORY COUNCIL

CONSEJO CONSULTIVO PARA
LAS AGUAS
NOROCCIDENTALES

Member briefing

Revised Rules of Procedure

What changes, what it means in practice, and where we would like
your view



Rules of Procedure
Member briefing

Purpose

Why we are here

01

Inform

Share what the draft of 16 September contains before it goes forward for adoption.

02

Explain

Show what changes compared with today's rules and what it means for Members in practice.

03

Listen

Collect your views on four topics where the draft makes choices that affect everyone.

The four topics

Appointment of the Chair

Training & continuous improvement

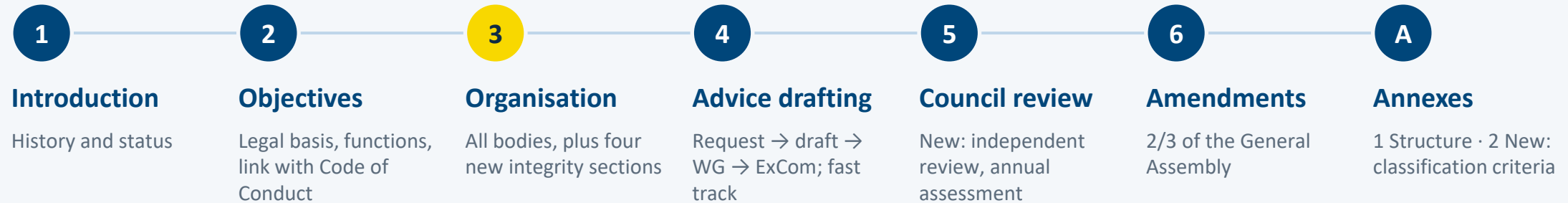
Conflict resolution

Annual review of Chair & Management Team

Status: working draft - nothing is adopted, and today is not a decision moment.



How the new rules are built



Chapter 3 in detail

Bodies and office-holders

General Assembly	Executive Committee
Chairperson	Vice-Chairpersons
Working Groups	Ad Hoc & Focus Groups
Experts	Observers
Management Team	Secretariat

New: when something goes wrong

- 3.13 Complaints & inappropriate behaviour
- 3.14 Review of administrative decisions
- 3.15 Conflict resolution
- 3.16 External review

Also new in chapter 3: document classification, emergency measures, quorum loss.

Scale

116 → 400+
articles → numbered paragraphs

18 → ~58
pages (per draft table of contents)

What changes compared with the current rules

Topic	Current rules (2021)	Draft 16.09
Chair appointment	Elected by majority of ExCom; Evaluation Committee (3–5 members) checks eligibility and economic offer (Art. 33, 36)	ExCom assesses directly against criteria published in the call; appointment by consensus; GA informed by e-procedure (3.3.5–3.3.10)
Chair term limit	Max. 10 consecutive years (Art. 41)	Max. 9 consecutive years = three 3-year terms (3.3.4)
Deciding between meetings	Written procedure, deadline ≥ 7 calendar days (Art. 31)	Same deadline; silence = approval; excluded for membership, elections, removal, RoP amendments (3.2.6)
Membership	Termination decided by Member States on ExCom initiative (Art. 21)	Member heard before termination; seat vacant after repeated absence (3.2.4)
Amending the rules	Presented at GA; adopted by 2/3 of ExCom (Art. 116)	Discussed at GA, circulated in advance; ratified by 2/3 of ExCom (ch. 6)
New blocks	No provisions	Complaints, review of decisions, conflict resolution, external reviewer (3.13–3.16); annual Chair review; independent Council review $\geq$ every 5 years (ch. 5)

What it means in practice

1

All Members

- Right to be heard before termination
- Request review of an administrative decision within 20 working days
- Report inappropriate behaviour in confidence
- Code of Conduct applies to all participants

2

Executive Committee Committee

- Silence in a written procedure counts as approval: object explicitly
- Absence rule: 3 consecutive meetings or > half in 12 months; remote attendance notified in advance counts
- Assess Chair candidates collectively; declare conflicts
- Chair appointed only by consensus

3

Working Group chairs

- Chair impartially; do not act as advocate for one interest
- Record minority views
- Meet at least three times a year (was once)

4

Secretariat & MT

- Classify documents: public, limited, confidential
- Monitor 60/40 balance and membership
- Report written-procedure outcome shortly
- Facilitate conflicts; run annual reviews

Appointment of the Chair

- 1 Criteria first** ExCom approves assessment criteria and weighting; published in the call
- 2 Public call** Issued in January, open ≥ 4 weeks; Members and external candidates
- 3 Application** Criteria to be discussed
- 4 Assessment** Full ExCom assesses collectively; conflicted members step back
- 5 Decision** Consensus. None $\rightarrow$ deferral; still none after a further meeting $\rightarrow$ new call
- 6 Formalisation** GA informed by e-procedure; if not approved, Members propose another candidate within 2 weeks

Your view

- 1** Does direct assessment by the full Executive Committee, against criteria published in advance, give you sufficient confidence in the process?
- 2** How do you view the requirement of consensus for the appointment, including the consequence of a new call when consensus cannot be reached?
- 3** Is a call published in January and open for at least four weeks workable for potential candidates?

Training and continuous improvement

Proposed section 3.11 “Training and induction”

Induction for Chair, Vice-Chairs, group chairs, Secretariat.
For new Members, an information pack is suggested instead of official training for capacity reasons.

What remains in the draft

Secretariat skills

Clear job descriptions; support for professional skills and training (3.10.1)

Annual internal assessment

Management Team assesses governance, trust, minority protection (ch. 5)

Independent review

At least every 5 years; results public, action plan with timeframe (ch. 5)

Correcting advice

Adopted advice can be corrected or reissued; reissued; changes shown (4.4)

Your view

- 1 Should the Rules of Procedure contain a provision on induction or training? If so, for which roles?
- 2 Which form of onboarding would be useful to you: an information pack, a briefing session, training shared with other Advisory Councils, or none?
- 3 How would you like to be informed of the findings of the internal assessment and the independent review?

Topic 3

Conflict resolution

Four routes, each for a different problem

3.13

Inappropriate behaviour

Confidential report;
balanced ad hoc
committee

3.14

Administrative decisions

Panel of 3; request ≤ 20,
decision ≤ 40 working
days

3.15

Conflict resolution resolution

Breakdown between
bodies or office-holders
holders

3.16

External review

Independent reviewer
reviewer when internal
internal handling is not
not impartial

Escalation under 3.15

1

Informal

Parties seek a solution, with
Management Team help
where appropriate



2

Management Team

Written referral; MT
facilitates within 20 working
days



3

External reviewer

If unresolved, or if the MT is
a party

External reviewer: impartial, designated by ExCom under written terms of reference; fees agreed in advance within the budget; may be shared with other ACs.

Your view

1

Is it clear to you which of the four
routes applies to which kind of
problem?

2

Is a period of 20 working days for
facilitation by the Management Team
appropriate?

3

In which situations should an external
reviewer be involved, bearing in mind
the cost? What is your view on sharing
a reviewer with other Advisory
Councils?



Annual review of Chair and Management Team

Chair · 3.3.12

Annual performance review

Who

Management Team, with Chair, Vice-Chairs and Secretariat

Looks at

Impartiality, facilitation and consensus, compliance, overall contribution

Input

ExCom, Secretariat, meeting records; Chair may comment

Output

Written report adopted by ExCom; non-binding; not disciplinary

Governance · ch. 5

Annual internal assessment

Who

Management Team

Looks at

Governance effectiveness, trust between groups, quality of debate, minority protection

Also

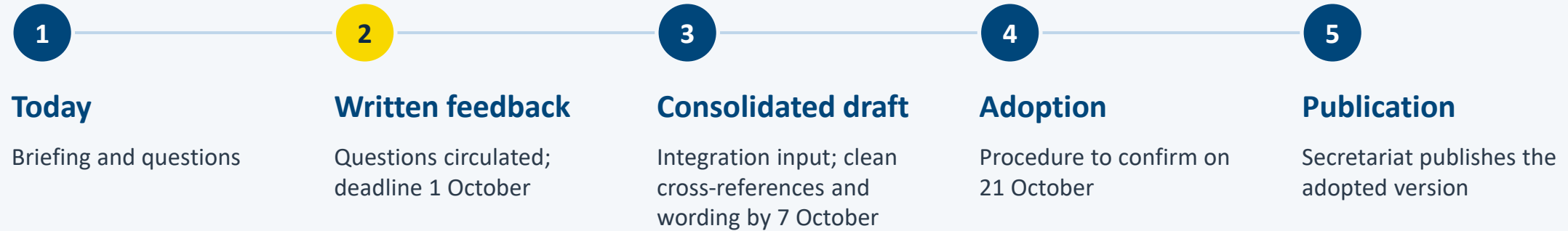
Staff and office-holder reviews within the MT

Your view

- 1 Who should give input to the Chair's annual review? Is input from from the Executive Committee, the the Secretariat and meeting records records sufficient, or should Members Members more widely be consulted?
- 2 How should the outcome of the reviews be shared: within the Executive Committee only, as a summary to the General Assembly, or Assembly, or otherwise?
- 3 The Management Team carries out the out the internal assessment of a governance system it is itself part of. of. How do you view this arrangement? arrangement?

Next steps

Your feedback and the road to adoption



How to respond

- Send answers to the questions per topic to the Secretariat
- Deadline 1st of October
- Concrete wording proposals are most useful, in line with how we comment on draft advice

In the meantime

- The current rules remain in force until adoption
- The sitting Chair completes the current term (3.3.17)
- A Chair procedure started under the current rules is completed under those rules, unless ExCom decides otherwise by consensus



CONSEIL CONSULTATIF POUR
LES EAUX OCCIDENTALES
SEPTENTRIONALES

NORTH WESTERN
WATERS
ADVISORY COUNCIL

CONSEJO CONSULTIVO PARA
LAS AGUAS
NOROCCIDENTALES

Questions & discussion

Revised Rules of Procedure • Member briefing