



MUNICIPALITY OF ŽABLJAK
THE ECONOMIC COUNCIL

RULES OF PROCEDURE
on work of the Economic Council of the Municipality of
Žabljak

Žabljak,
March 2019.

Pursuant to Article 7 of the Decision on Establishment of the Economic Council of the Zabljak Municipality, number 031 / 19-01-692, dated 08.03.2019. at the session held on 29.03. 2019, the Economic Council adopted,

RULES OF PROCEDURE
on work of the Economic Council of the Municipality of Žabljak

Article 1

These Rules of Procedure regulate the procedure for constituting the Economic Council of the Municipality of Zabljak (hereinafter: the Council), convening a session, the manner of work and decision-making, acts of the Council and the procedure for their adoption, publicity of work and other issues of importance for the work of the Council.

Article 2

All terms used in this Rules of Procedure for individuals of male gender, imply the same terms in female gender.

Article 3

The Council has eighteen members.

The council has a president and a secretary.

Article 4

The constituent session of the Council is convened and chaired by the Mayor.

The constituent session of the Council constitutes the constitution - announcement of the composition of the Council.

Article 5

The President and members of the Council are appointed by the Mayor.

Article 6

The council works on sessions.

Article 7

The session of the Council shall be convened by the President of the Council on his own initiative or at the proposal of 1/3 of the members of the Council.

Article 8

The invitation to the session of the Council, with the proposal of the agenda and materials for the session, shall be sent to the members of the Council no later than five days before the day of the session.

Exceptionally from the paragraph 1 of this Article, in the event of unforeseen circumstances, the President of the Council may convene the session in the shortest possible time, provided that he is obliged to inform the members of the issues to be discussed at the session and to explain at the session the reasons for convening the session in an emergency procedure.

The heads of local government bodies and public services founded by the Municipalities, representatives of state bodies, representatives of companies and their associations and other experts who can contribute to the work of the Council may be invited to the session of the Council.

The persons referring to paragraph 1 of this Article may participate in the discussion about issues that are on the agenda without the right to decide.

Article 9

The President of the Council opens the session and determines if there is a quorum.

When the President determines that there is a quorum, the agenda is established.

The proposed agenda may be amended at the request of an individual member, which shall be decided by the Council, depending on the volume and type of materials provided for the session.

Article 10

The Council may act and decide if the majority of Council members attend the meeting.

The Council shall take its decision by public vote, by a majority vote of the total number of members present.

Article 11

In order to take a closer look at the issues on the agenda, the Council may request appropriate information and announcements from the authorities and public services.

Article 12

After considering the issues on the agenda, the Council shall adopt an appropriate act in the form of a conclusion, a proposal, a recommendation and an opinion, defining the position of the Council on the subject under consideration.

Article 13

The members of the Council shall:

- attend meetings regularly and in a timely manner, and in the event of being prevented from attending, they should inform the President or Secretary of the Council;
- come prepared to the sessions with regard to the materials provided with the invitation to the session.

Members of the Council from the part of businessmen, in the event of being prevented from attending the session, are obliged to designate a person who will attend the session instead and represent their interests and inform the President or Secretary of the Council timely.

Article 14

Membership in the Council of the member shall be terminated if:

- he/she is more than twice unjustifiably absent from the session;
- by his/her actions and conduct in public damages the Council's reputation;
- at personal demand.

Article 15

Administrative and technical works for the needs of the Council are performed by an independent advisor I for projects and local economic development, in the Mayor's Office.

Article 16

About the work of the Council records shall be kept.

The record contains basic information on attendance and work at the session, issues that were discussed at the meeting, views, opinions, conclusions and recommendations adopted at the meeting.

The records shall be kept by the Secretary of the Council, and in the event of his / her inability, by a member designated by the President.

The records are adopted at the next session as the first issue on the agenda.

The adopted record is signed by the President and Secretary of the Council and published on the municipality's website

Article 17

The procedure for amending of this Rules of Procedure shall be initiated by a proposal which any member of the Council may submit.

The proposal referred to paragraph 1 of this Article shall be considered as approved if a majority of Council members votes in favor.

Article 18

The Rules of Procedure shall enter into force at the day of its adoption at the Council meeting.

No: 032/19-01-898

Žabljak, 04.04.2019.

THE PRESIDENT OF THE COUNCIL

Veselin Vukićević