



BASIC TREATY OF OMNIA, THE JOINT AUTHORITY OF EDUCA- TION IN THE ESPOO REGION



BASIC TREATY OF OMNIA, THE JOINT AUTHORITY OF EDUCATION IN THE ESPOO REGION

CHAPTER 1

JOINT AUTHORITY

Section 1 Name and domicile

The name of the Joint Authority is Omnia, the Joint Authority of Education in the Espoo Region, and its domicile is the city of Espoo. In day-to-day operations, the name can be abbreviated to 'Omnia'.

Section 2 Mission

It is the mission of Omnia to promote the participation, competence and well-being of citizens and the vitality of the region's municipalities, communities and companies by

1. organising, in accordance with the organisational and maintenance permits, vocational training for young people and adults, vocational and adult upper secondary education, basic education for adults, liberal adult education and basic art education for adults;
2. organising training and course services, workshop activities and competence centre services that promote participation, competence and employment for the region's population with immigrant backgrounds and first languages other than Finnish or Swedish and for young people without a training place, degree or job;
3. supporting individuals and communities through lifelong learning in increasing social participation, preventing social exclusion and promoting critical thinking as well as social and cultural diversity;
4. offering local companies and communities market-based services for updating personnel competence, a recruitment and interaction channel that responds rapidly to the labour needs of companies and helps students find jobs as well as a company-oriented, effective and measurable counselling service provided at the workplace;
5. strengthening, as a stakeholder unit, the competence of the personnel of the member municipalities by jointly organising learning events, courses and training customised based on needs and sectors as well as convenient opportunities for updating professional skills;
6. innovating training products, everyday digital tools that promote sustainable development at a national and international level for citizens and companies as well as competence-based solutions for future challenges and issues in cooperation with the educational sector, business life, the member municipalities and customers; and
7. promoting and carrying out, in cooperation with the member municipalities, education organisers and companies, educational export and promoting sustainable development as well as serving as a showcase of training and competence for international visitors.



Section 3 Member municipalities

The member municipalities of the Joint Authority are the City of Espoo, the Municipality of Kirkkonummi and the City of Kauniainen.

CHAPTER 2

GENERAL ASSEMBLY

Section 4 Highest decision-making body

The highest decision-making body of the Joint Authority is the General Assembly.

Section 5 Member municipalities' representatives in the General Assembly

Each member municipality shall appoint one person to represent them in the General Assembly as well as a personal deputy for the representative.

Section 6 Grounds for voting power

The voting power of the member municipalities is determined based on their basic capital contributions.

Section 7 Meeting dates

The General Assembly shall convene at least twice a year.

Section 8 Convening the General Assembly

The General Assembly is convened by the joint municipal authority council.

Invitations to the General Assembly and the meeting materials shall be delivered to the executive boards of the member municipalities in writing no later than fourteen (14) days prior to the assembly.

If the executive board of a member municipality so requires, an extraordinary assembly shall be convened to address any matter for which the assembly is responsible.

Section 9 Duties of the General Assembly

The duties of the General Assembly are laid down in Section 60 of the Local Government Act.



The General Assembly shall

- 1) decide on the budget and financial plan of the joint municipal authority;
- 2) approve the administrative regulations of the joint municipal authority;
- 3) elect the decision-making bodies of the joint municipal authority;
- 4) determine the principles concerning the financial benefits of elected officials;
- 5) appoint the auditors;
- 6) decide on approving the financial statements and granting discharge from liability.

Section 10 Quorum

The General Assembly shall have quorum if all member municipalities are represented in the assembly.

CHAPTER 3

JOINT MUNICIPAL AUTHORITY COUNCIL AND GENERAL DIRECTOR OF THE JOINT AUTHORITY

Section 11 Composition and term of office

The joint municipal authority council shall have nine (9) members and their personal deputy members. The joint municipal authority council shall include six (6) members from the City of Espoo, two (2) members from the Municipality of Kirkkonummi and one (1) member from the City of Kauniainen.

The term of office of the members of the council corresponds to the term of office of elected municipal officials.

Section 12 Grounds for voting power

Each member of the joint municipal authority council has one vote.

Section 13 Duties of the joint municipal authority council

The joint municipal authority council shall

1. bear responsibility for the administration and financial affairs of the Joint Authority;
2. guard the interests of the Joint Authority, and represent the Joint Authority and conclude agreements on its behalf, unless the Joint Authority decides to transfer the power to make decisions in specific matters to another body or an officeholder of the Joint Authority;
3. appoint committees and legitimate bodies for the Joint Authority, the maximum duration of which shall be the Joint Authority's term in office.



The other duties and authorities of the joint municipal authority council shall be laid down in the Administrative Regulations.

The joint municipal authority council shall be responsible for supervising the lawfulness and implementation of decisions of the General Assembly.

Section 14 General Director of the Joint Authority

The Joint Authority has a General Director who manages the administration, finances and other activities of the Joint Authority under the supervision of the joint municipal authority council.

The duties of the General Director of the Joint Authority and other matters connected to the General Director are laid down in more detail in the Administrative Regulations.

Section 15 Signature

Any agreements and commitments concluded on behalf of the Joint Authority shall be signed by the General Director of the Joint Authority or, in the absence of the General Director, by another officeholder designated by the joint municipal authority council of the Joint Authority.

The Administrative Regulations of the Joint Authority may include more specific provisions concerning the signing of documents, the authority to sign on behalf of the Joint Authority, and issuing notifications.

CHAPTER 4

FINANCES

Section 16 Basic capital

The basic capital comprises the basic capital of Omnia Joint Authority of Education in the Espoo Region on 31 July 2000 as well as the accounting value of the buildings transferred to the Joint Authority by the owner municipalities, as calculated based on the same grounds, and any additional investments made by the municipalities to the basic capital. The General Assembly shall confirm the amount of basic capital.

The General Assembly shall decide on the quantity and payment date of the basic capital investments of new member municipalities and any municipalities which have expanded their partial membership as well as on increasing basic capital through transferring other capital.

The General Assembly shall confirm the quantity of basic capital as well as basic capital distribution among member municipalities.

The General Assembly can decide to increase or reduce the basic capital.



Section 17 Member municipalities' contributions and responsibilities

The member municipalities' contributions to the Joint Authority's assets and their responsibility for any debts and obligations shall be determined in accordance with their proportional contributions to the basic capital.

The basic capital shares of the member municipalities shall be recorded in a register maintained by the Joint Authority, itemised by member municipality.

Section 18 Budget and financial plan

During the preparation of the budget and financial plan, the member municipalities shall be given the opportunity to submit proposals to develop operations such that they can be considered in the budget and financial plan of the member municipalities and the Joint Authority.

The approved budget and financial plan for the following year shall be submitted to the member municipalities no later than by the end of December.

Any budget changes approved during the fiscal year shall be based on actual or impending changes in operations, service use or the general grounds of economy.

Section 19 Monitoring system for finance and activities and reporting to member municipalities

The Joint Authority has a real-time system for monitoring finances and activities, which is used to verify the achievement of or deviation from goals.

The joint municipal authority council reports to the member municipalities on the realisation of activities and finances on a semi-annual basis.

Section 20 Deficit coverage

If the member municipalities do not approve the assessor's agreement proposal regarding deficit coverage referred to in Section 119(2) of the Local Government Act, the member municipalities shall be responsible for covering the deficit in accordance with Section 17.

Section 21 Scheduled depreciations

The General Assembly shall approve the basis of calculation of scheduled depreciations.

Section 22 Investment equity financing

The Joint Authority may acquire equity financing for investment expenses in the form of central government transfers and state grants, investment reserves, funds, voluntary equity financing by member municipalities or a loan from a member municipality or a financial institution.

The Joint Authority may also acquire equity financing in the form of financial contributions by member municipalities, which are deducted from the costs of acquiring



fixed assets (funding/investment subsidy).

The terms and conditions of the financial contributions of a member municipality shall be decided project-specifically by the General Assembly.

Section 23 Establishing funds

The General Assembly shall decide on the establishment of funds and related regulations.

Section 24 Signing and approving the financial statement

The members of the joint municipal authority council and the presenting official shall sign the financial statement.

In conjunction with approving the financial statement, the General Assembly also decides on processing the outcome and on any measures required to balance.

Section 25 The position of municipalities resigning from and continuing operations in the Joint Authority

If a member municipality resigns from the Joint Authority or transfers over to partial membership or a narrower partial membership than previously, the General Assembly shall decide on paying the municipality its share of the basic capital or a part thereof. If the other municipalities do not claim the resigning member municipality's share of the basic capital, the overall quantity of the basic capital shall be reduced correspondingly.

The basic capital contribution shall be reimbursed in equal allotments over a period of five years from the resignation taking effect.

Upon resigning from the Joint Authority, a member municipality shall be liable for pay its share of the accrued pension expenditure basis and early retirement pension expenditure basis to the Joint Authority annually.

Section 26 Auditing of administration and finances

Administration and finances shall be audited in accordance with the relevant provisions of the Local Government Act and Administrative Regulations.

The General Assembly shall appoint an audit committee comprising three members (a chair, a deputy chair and a regular member) and a personal deputy for each member.

Section 27 Dissolution of the Joint Authority and final report

The local councils of the member municipalities shall decide on the dissolution of the Joint Authority. In conjunction with dissolving the Joint Authority, the joint municipal authority council shall ensure that a final report is prepared, unless otherwise agreed by the member municipalities.

Any assets of the Joint Authority which are not required for paying for the final report or debts or for fulfilling obligations shall be distributed to the member municipalities in proportion to their contributions to the basic capital. If the funds required to cover costs and debts and to fulfil obligations exceed the available assets, the member municipalities shall be obliged to pay the difference in proportion to the contributions



mentioned above.

The local councils of the member municipalities shall approve the final settlement.

The last financial statements and granting discharge from liability shall be processed by the local councils of the member municipalities.

Section 29 Coming into effect and application

This Basic Treaty shall take effect on 1 January 2019.