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**EGPA STEERING COMMITTEE MEETING
Brussels, 17 January 2003**

EXECUTIVE SUMMARY OF DECISIONS

In attendance:

Werner Jann, Geert Bouckaert, Barbara Kudrycka, Sirpa Kekkonen, Mirko Vintar, Michael Duggett

Guests:

Calliope Spanou, Fernanda Andrade, França Martins

Executive Secretariat :

Fabienne Maron, Gail Darge

Apologies for absence received from:

Luc Rouban, Elisenda Malaret, Ignace Snellen, Christopher Pollitt

Agenda

- 1) Approval of the Agenda
- 2) Approval of the Executive Summary of Decisions and the Deliberative Minutes of the last meeting
- 3) Matters arising from the Minutes
- 4) Statutory Issues:
 - a) Nomination of the new members of the Steering Committee
 - b) Finance
- 5) Membership
- 6) Activity Report
- 7) Evaluation of Potsdam Conference
- 8) Future Conferences (2003, 2004, 2005)
 - 8.1. Progress Report on 2003 Conference
 - 8.2. 2004 & 2005 Conferences
 - a) Location
 - b) Themes and sub-themes
 - c) Convenors for the workshops
 - d) EGPA Conference General Rapporteur
 - 8.3. Financing

- 9) Study Groups & Research Groups (Policy, Guidelines, Evaluation of programme)
- 10) Yearbook and EGPA Publications
- 11) Presentation of EGPA
 - Internet Presentation (e-mails lists, lists of lists, list of home pages of EGPA Corporate Members)
 - Traditional (Brochures,)
- 12) Other Business

** The Executive Summary of Decisions follows the Agenda items which were advanced at times so that guests and reports could be presented.

1) Approval of the Agenda

Decision 1: The Agenda was approved.

2) Approval of the Executive Summary of Decisions and the Deliberative Minutes of the last meeting

Decision 2. The Executive Summary of Decisions and the Deliberative Minutes were approved.

3) Matters arising from the Minutes

Decision 3. It was decided that these issues would be dealt with at each item of the Agenda and would be reviewed before item 12 so that the Steering Committee could pass directly to item 4a) Nominations.

4) Statutory Issues:

a) Nomination of the new members of the Steering Committee

Decision 4. It was decided that a candidate had to be known to be an active member of EGPA.

Decision 5. As a new nominee, Calliope Spanou had been invited to join the Steering Committee as a guest. Further to her introduction, she was approved as a member by acclamation.



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Decision 6. Sylvia Horton was unanimously approved as a new nominee and would be invited as a guest to the next Steering Committee meeting.

Decision 7. Salvador Parrado-Diez was unanimously approved as a new nominee and would be invited as a guest to the next Steering Committee meeting.

b) Finance

Decision 8. It was decided that EGPA would follow the budgetary process more closely in future and ensure that financial plans were harmonised with the IIAS budgetary cycle. According to EGPA regulations the Steering Committee shall, "present for approval to the General Assembly the annual report, the written statement of accounts and the budget for the next year". In order to fulfil these obligations the Steering Committee asked the Secretariat to present the accounts of last year and the budget for the following year at the fall meeting. The Steering Committee reaffirmed its Decision 8 from the Potsdam meeting (5 September 2002).

Decision 9. The Steering Committee asked the Executive Secretary to request the Director General to prepare and present a written statement of accounts for the next Steering Committee meeting so that this information could be presented at the General Assembly. It was suggested that the publishing on the website of short versions of both the budget and the accounts should be considered.

5) Membership

Decision 10. Further to the report by the Executive Secretary on membership, the Steering Committee decided to request the Executive Secretary to draw up a draft for the next meeting of the Steering Committee concerning compulsory registration (reduced fees applying to 3 members within one corporate membership) as well as future possibilities concerning

conference and membership fees, as these fees could only be decided by the Steering Committee (see Decision 8 at the last meeting).

6) Activity Report

Decision 11. The activity report was approved.

7) Evaluation of Potsdam Conference

Decision 12. The Executive Secretary was asked to further develop the evaluation scale by adding at least one further point (for example: excellent, good, fair, poor) and by adding information concerning the quality and quantity of information received as also the quality of information in the invitation brochure. Since only 20% of participants had answered the questionnaire in Potsdam, this should have been noted on the evaluation. The Secretariat was also asked to develop suggestions for improving the evaluation procedure.

8) Future Conferences (2003, 2004, 2005)

8.1. Progress Report on 2003 Conference

Decision 13. To welcome the Portuguese Organising Committee, the Steering Committee decided to examine item 8 directly.

Decision 14. Further to a progress report given by Fernanda Andrade and França Martins on the 2003 Conference to be held at the INA in Oeiras (Lisbon), the theme was discussed and suggestions exchanged. It was decided that all logistical questions would then be taken up with the Executive Secretary in the days following the Steering Committee meeting.

8.2. 2004 & 2005 Conferences

a) Location

b) Themes and sub-themes

c) Convenors for the workshops

d) EGPA Conference General Rapporteur

Decision 15. An invitation from the School of Public Administration, University of Ljubljana to hold the 2004 EGPA



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Conference had been received. This invitation was unanimously accepted.

Decision 16. It was decided that the 2004 Conference would be held on 1, 2, 3 and 4 September 2004. The themes, sub-themes and workshops would be discussed at the next meeting of the Steering Committee.

9) Study Groups & Research Groups (Policy, Guidelines, Evaluation of programme)

This item was put forward in the Agenda.

10) Yearbook and EGPA Publications

Decision 17. To ensure that the IIAS Communications Manager had the time to report on EGPA publications, it was decided that item 10 of the Agenda would be examined directly. Following her report, it was decided that a publication strategy had to be developed for both publications and the Yearbook, that Study Group Directors would be consulted and that a final decision would then be taken by the Steering Committee.

Decision 18. The publication proposal submitted by Study Group 5, Development of Contractualisation in the Public Sector, was approved.

Due to a lack of time, the following items on the Agenda were not discussed and were put forward to the next Steering Committee meeting.

8) Future Conferences (2003, 2004, 2005)
8d) EGPA Conference General Rapporteur
8.3. Financing

- 9) Study Groups & Research Groups (Policy, Guidelines, Evaluation of programme)**

- 11) Presentation of EGPA**
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- 12) Other Business**