

*european network
of training organisations
for local and regional authorities*



TO THE MEMBERS OF ENTO

ENTO(2009)/Synopsis/Bur2

22 June 2009

Approved by the ENTO Bureau at its meeting of 19 – 20 June 2009 in Prague, Czech Republic.

The meeting of the Bureau of the European Network of Training Organisations for Local and Regional Authorities (ENTO), meeting in Paris, France on 3 April 2009, with João-Paolo BARBOSA DE MELO, Vice-President of ENTO (Portugal) in the Chair.

Apologies for absence: Chris CARDY, President of ENTO, Gert FIEGUTH and Miroslaw WAROWICKI, Poland, members of the ENTO Bureau

- ✓ Appointed Joao-Paolo BARBOSA DE MELO as a Chairperson of the Meeting in the absence of the President.
- ✓ Adopted the draft agenda of the Bureau meeting.
- ✓ Adopted the decisions of the previous Bureau meeting held in Strasbourg, France on 1 February 2009.

1. ENTO Rules of Procedure

- ✓ Discussed the updated Rules of Procedure drawn up by Chris CARDY, President of ENTO. The updated document included all the decisions made by ENTO Extraordinary General Assembly (EGA) which took place on the 2nd of February 2009 in Strasbourg. The Bureau checked the document item by item, paying attention to the amendments made by the EGA.
- ✓ Took note of the proposal of Günther KRUG to develop clear election rules and add them to the Rules of Procedure in order to avoid any misreading in the future.
- ✓ Assigned Joao Paolo BARBOSA DE MELO as ENTO Treasurer to develop a draft proposal on “Fees of ordinary and associate members” reflecting different payment criteria.
- ✓ Assigned Jana VOLDANOVA to develop a draft updated application form for ENTO membership taking into consideration the new rules of approval for ENTO membership.
- ✓ Assigned Boris BAKOTA to draw up a new item in the Rules of Procedure on the “Procedure for the election of the President” in accordance with the proposals of the Bureau for two-round elections with an absolute majority in the first round and a simple majority in the second one.
- ✓ Assigned Larissa KIREEVA to draw up the latest draft of the Rules of Procedure taking into account the amendments made by the Bureau.
- ✓ Assigned Larissa KIREEVA to develop a draft application form for participation in the elections for the ENTO Bureau.
- ✓ Agreed to adopt the following schedule for the development of the above mentioned documents:

May 2009 – drafts to be sent out to the Bureau members for their comments;
June 2009 – drafts to be discussed in the ENTO Bureau meeting;
July 2009 – drafts to be sent out to the members of ENTO for their comments;
November 2009 – discussion and approval by ENTO General Assembly.

2. Amendments to the ENTO Statutes

- ✓ Took note of the proposed changes to the Statutes of ENTO drawn up by Chris CARDY, President of ENTO, in the light of the discussions of the EGA, 2 February 2009.

- ✓ Assigned Boris BAKOTA to develop the latest version of the amendments to the ENTO Statutes taking into account the latest changes to the Rules of Procedure.
- ✓ Agreed to respect the same schedule for the development of the amendments to the ENTO Statutes as for the documents in item 1.

3. Future of the ENTO Secretariat

- ✓ Was informed by Jean-Paul CHAUVET that the Council of Europe would not prolong the secondment in the Congress for the ENTO Secretary and that the Congress could provide some limited technical support to ENTO till the General Assembly Meeting in autumn 2009, where the decision about the future of ENTO Secretariat should be made. The existing secondment of the ENTO Secretary would end in July 2009.
- ✓ Discussed the situation with regard to the ENTO Secretariat and possible ways of working: (a) from July 2009 till the General Assembly in November 2009, as the technical support would be not enough to prepare the 22nd Annual Seminar and the General Assembly; (b) after the General Assembly.
- ✓ Took note of the proposal to host the ENTO Secretariat at the Euro-Institute Kehl, Germany signed by Dr. Joachim BECK, Director.
- ✓ Assigned Joao-Paolo BARBOSA DE MELO to prepare a letter to Ulrich BOHNER, General Secretary of the Congress asking for assistance during the transitional period, until the GA makes the decision about the future Secretariat.
- ✓ Assigned Joao-Paolo BARBOSA DE MELO to answer the proposal of Dr. Joachim BECK on behalf of the ENTO Bureau.
- ✓ Asked Larissa KIREEVA to clarify her working plans from July till November 2009 by the end of April, so that the Bureau could develop its proposals for the transitional period.
- ✓ Agreed to inform the members of ENTO about the situation regarding the ENTO Secretariat and ask for their proposals.
- ✓ Agreed to make a decision about the transitional period (July-November 2009) at the next Bureau meeting.
- ✓ Agreed that the General Assembly of ENTO would make a decision on the future of the ENTO Secretariat on the basis of all proposals received.

4. ENTO Annual Conference and General Assembly

- ✓ Decided to accept the invitation made by Ulrich BOHNER at the EGA to hold the 22nd Annual Conference of ENTO and the General Assembly of ENTO in Strasbourg at the Council of Europe.
- ✓ Agreed to hold the Annual Conference on the 9 November 2009 and the General Assembly on the 10 November 2009.
- ✓ Agreed on the working title of the Conference as "Networking for Training".
- ✓ Assigned Larissa KIREEVA to develop the draft Programme of the Conference and the Draft Agenda of the General Assembly according to the time schedule in item 1.

5. Action Plan – projects and programmes

- ✓ Listened to the information provided by Giorgi MESKHIDZE about the call for projects for Caucasian countries to encourage legal migration. Giorgi MESKHIDZE pointed out that it was difficult for Bureau members to look for tenders for ENTO projects while working full time for their organisations. He proposed to hire a project manager in the future.

6. Other Business

- ✓ Listened to the presentation provided by Raffaele GARERI on the publication of the papers of the 21st Annual Conference of ENTO 2008 in Decenzano del Garda, Italy. He informed the Bureau that the computer version of publication is ready for printing and the collection will have 263 pages. He presented the cover pages, the acknowledgements and the welcome article of Valerio PRIGNACHI, member of the Congress and President of the Committee on Social Cohesion.
- ✓ Agreed to add the names of the speakers to the index of articles and put them in the order of the Conference programme.

- ✓ Decided to cover the expenses of web designer work and paper printing from the ENTO budget.
- ✓ Assigned Boris PERIL to provide the paper publication.
- ✓ Approved the application for associate membership of ENTO from the Hague Academy for Local Governance, Netherlands
- ✓ Agreed to make the changes to the ENTO Directory 2009 and put the updated version on the website.

7. Date and Place of the next Bureau Meeting

- ✓ Prague, 19 June 2009: hosted by Jana VOLDANOVA's organisation, the Training Centre for Public Administration of the Czech Republic (FALA).

Signed by:

Larissa KIRIEVA
ENTO Secretary

Copy to:

Secretariat of the Congress
Günther KRUG, Vice-President of the Congress

Appendix:

List of Participants

**List of Participants
ENTO Bureau Meeting
Strasbourg, 3 April 2009**

ENTO BUREAU MEMBERS

Boris BAKOTA, Vice-President of ENTO, Croatia
Joao-Paolo BARBOSA DE MELO, Treasurer, Vice-President of ENTO, Portugal
Raffaele GARERI, Vice-President of ENTO, Italy
Giorgi MESKHIDZE, Georgia
Boris PERIL, Russian Federation
Jana VOLDANOVA, Czech Republic

CONGRESS MEMBERS

Günther KRUG, Vice-President of the Congress (Germany, R, SOC)

CONGRESS SECRETARIAT

Jean-Paul CHAUVET, Executive Secretary, Chamber of the Regions
Larissa KIREEVA, Secretary of ENTO