

TO THE MEMBERS OF ENTO

ENTO(2008)/Synopsis/Bur5

Approved by the ENTO Bureau, 1 February 2009, Strasbourg.

The meeting of the Bureau of the European Network of Training Organisations for Local and Regional Authorities (ENTO), meeting in Saffron Walden, UK on 21-22 November 2008, with Chris GARDY President of ENTO (UK) in the Chair.

- ✓ Adopted the draft agenda of the Bureau meeting, changing the order of business.
- ✓ Adopted the decisions of the Bureau meeting held in Desenzano del Garda (Italy) on 1 October 2008 with an amendment to Item 5, point 5.1 proposed by Jana VOLDANOVA and adding point 5.2 as proposed by Raffaele GARERI.
- ✓ Adopted the decisions of the Bureau meeting held in Desenzano del Garda (Italy) on 4 October 2008 with the amendments presented by Chris CARDY.

1. Review of the Annual Conference and Annual General Assembly of ENTO in Desenzano del Garda, Italy 2-3 October 2008

2. Extraordinary General Assembly Meeting

- ✓ The Bureau discussed the fact that only six of the twelve ENTO members calling for an Extraordinary General Assembly (EGA) have, according to records, paid their subscription fees for 2008. There was some concern that these members wish to exercise the rights of membership without fulfilling the responsibilities.
- ✓ It was also noted that the requests for the EGA are creating considerable expense for ENTO and causing a great deal of work on internal matters to the detriment of other work.
- ✓ The Bureau decided that there should be an EGA despite concerns about the status of members who have not paid fees. It was agreed that it was more important to respond to the concerns of members.
- ✓ It was agreed that the EGA will be on Monday 2 February 2009 in Strasbourg subject to availability of a room in the Council of Europe. A possible alternative date is Friday 6 February 2009.
- ✓ The Bureau discussed the most appropriate way forward to respond to members' requests, comments and suggestions in the letters received from them. The following were the key points of the discussion:
 - There are requests for a revision of the Statutes, and the development of Rules of Procedure, but they are from a minority of members, a General Assembly has not requested or agreed there should be changes
 - Not only is there no decision to revise the Statutes, it would be impractical to suggest that the Statutes are revised by the EGA
 - An alternative to an immediate change in the Statutes would be to develop Rules of Procedure that would, among other things, establish clear rules for the way in which elections are conducted in order to respond to members' requests
 - Rules of Procedure should be simple, transparent and create chances for all to take an active part in ENTO
 - Developing Rules of Procedure would require minimal, if any, changes to the Statutes
 - One ENTO member, accepted into membership on 1 October 2008 by the Bureau, asked for new Bureau elections to be held at the EGA. This was rather surprising to the Bureau since the member concerned has no experience of membership, has not paid any fees and has not yet taken part in ENTO activities

- As the last election of the Bureau was according to the statutes, the Bureau has been elected for a two year period as from the General Assembly in October 2008. New Rules of Procedure could be adopted at the EGA but, assuming they change electoral processes, it would not be possible to put the processes in place in the course of the EGA.
- ✓ The Bureau decided that a pragmatic approach was required and agreed to draft new Rules of Procedure to be amended/adopted at the EGA. These can then be used to prepare for future elections.
- ✓ If the EGA decides that there is a need to revise the Statute, a working group to develop proposals can be established at the time.
- ✓ The timescale for preparation for the EGA is:
 - Draft notes of the Bureau meeting to be circulated to the Bureau by 28 November 2008
 - Bureau members to prepare a first draft of the sections of the Rules of Procedure they took responsibility for by 1 December 2008
 - Draft 2 of the Rules of Procedure and draft letter to members to Larissa Kireeva by 11 December 2008
 - Draft materials sent out to members 5 January 2009
 - Bureau meeting, Sunday 1 February 2009 (lunchtime, venue to be agreed)
 - EGA, 2 February 2009
- ✓ The draft agenda for the EGA is:
 - Opening of the EGA
 - Adoption of the agenda
 - Minutes of the Annual General Assembly October 2008
 - Adoption of the new Rules of Procedure
 - Revision of the Statute
 - Future working of ENTO
 - Date of the next Annual General Assembly
- ✓ The Bureau agreed that only members who have paid their fees for 2008 by the end of the year should be represented at the EGA and eligible to vote in the EGA.

3. Training for local and regional authorities in European countries

- ✓ Agreed that Joao-Paolo BARBOSA DE MELO would send his report to the members of the Bureau for their comments in order to present it to the Congress by 15 December 2008.

4. Updating ENTO membership

- ✓ Approved the list of ENTO member organisations to be removed from the association due to non-payment of the membership fee, in accordance with Article 10 of the ENTO Statutes:
 - Union of the Communities of Dracenie (France) – ordinary member;
 - Centro Ricerche Organizzativo Gestionali E Formazione (CROGEF) (Italy) – ordinary member;
 - Swedish Association of Local Authorities and Regions (SALAR) (Sweden) – associate member.
- ✓ Invoices for the 2009 fees will be issued by the Treasurer from mid-December 2008.

5. Other Business

- ✓ The remainder of the Bureau meeting was used to start the process of drafting new Rules of Procedure.

6. Date and place of the next meeting

- ✓ Sunday 1 February 2009 (venue to be agreed).

Signed by:

Chris CARDY
President of ENTO

Copy to:

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

Appendix:

List of Participants

**List of Participants
ENTO Bureau Meeting
Saffron Walden, 21 November 2008**

ENTO BUREAU MEMBERS

Chris CARDY, President of ENTO, UK
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
Gert FIEGUTH, Germany
Giorgi MESKHIDZE, Georgia
Boris PERIL, Russian Federation
Jana VOLDANOVA, Czeck Republic
Miroslaw WAROWICKI, Poland

CONGRESS MEMBERS

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

CONGRESS SECRETARIAT

Larissa KIRIEVA, Secretary of ENTO