



Regional School of Public Administration

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SECOND MEETING OF THE RESPA STEERING COMMITTEE
SKOPJE, 20TH NOVEMBER 2006

DRAFT AGENDA

- 1 ADOPTION OF THE AGENDA
- 2 ADOPTION OF THE MINUTES OF THE MAY 2006 SC MEETING
- 3 PROGRESS REPORT BY THE CHAIR
- 4 ADOPTION OF THE RULES OF PROCEDURE OF THE RESPA STEERING COMMITTEE FOR THE PERIOD 2007-2008
- 5 INDICATIVE WORK PLAN FOR 2007
- 6 CALENDAR OF STEERING COMMITTEE MEETINGS - 2007
- 7 UNDP SUGGESTION TO COOPERATE ON THE ESTABLISHMENT OF COMMUNITIES OF PRACTICE
- 8 NETWORKING RESPA WITH EXISTING INSTITUTIONS
- 9 ANY OTHER BUSINESS

ANNOTATIONS TO THE DRAFT AGENDA

1 Adoption of the Agenda RESPA/SC(2006)A2

Committee action

- Agree the meeting agenda

2 Adoption of the Minutes of the May 2006 SC Meeting RESPA/SC(2006)M1

According to article 14 of the draft Rules of Procedures, the Secretariat submitted to the Members of the Steering Committee the list of decisions. No objection was made during the following two weeks, and therefore the minutes are considered to be informally approved.

Article 14 stipulates that formal approval should take place at the beginning of the current SC Meeting.

Committee action

- Agree the minutes of the May 2006 SC Meeting

3 Progress Report by the Chair

The Chair will provide a short update on contractual issues since May 2006.

4 Adoption of the Rules of Procedure of the ReSPA Steering Committee for the Period 2007-2008 RESPA/SC(2006)2/001

The proposed Rules of Procedure have been developed so that the Steering Committee can manage ReSPA during Phase 1. The main objective is to enable ReSPA to institutionalise its functioning and to give the Steering Committee members the possibility to propose activities, evaluate them, etc., in a timely manner. It is envisaged that another set of Rules of Procedure for ReSPA phase 2 will be developed later by the Steering Committee with the support of the Chair.

Committee action

- Agree the Rules of Procedure

5 Indicative Work Plan for 2007 RESPA/SC(2006)2/003

According to the Protocol, the Steering Committee should give guidance on future activities of ReSPA. Art 18 of the draft Rules of Procedure requires that, before the conclusion of each calendar year, the Steering Committee provides its guidance on the plan of activities for the following year.

During Phase 1, not only substantive issues will need to be delivered (training, research, etc.), but also work on the institutional design of ReSPA will need to be completed to prepare for transition to phase 2. This document provides the Steering Committee members with an Outline Plan of Activities for 2007, containing 2 parts:

1. Work on institutional design
2. General Substantive activities.

The Steering Committee is asked to agree this Outline so that the Secretariat can draw up a full document for discussion at the first Steering Committee meeting in 2007.

Committee action

The Steering Committee is invited to

- Provide Guidance on the Outline Plan of Activities for 2007.

6 Calendar of Steering Committee Meetings - 2007

RESPA/SC(2006)2/002

The Rules of Procedure foresee a maximum and minimum number of SC meetings every year. In the first years, given the foreseeable workload on institutional design, it is possible that additional informal meetings will take place (as foreseen in the draft Rule of Procedure (Art. 7)).

Committee action

- Agree on dates and location of the first 2007 ReSPA Steering Committee meetings. (Countries to propose locations).
- Agree on indicative dates and locations for the subsequent 2007 ReSPA Steering Committee meetings.
- Agree on the annual sequence of the main agenda items as foreseen in Rules of Procedure.

7 UNDP Suggestion to Cooperate on the Establishment of Communities of Practice

UNDP organized in BiH (September 2006) a regional conference on civil service. One of the items on the agenda was the establishment of communities of practices. UNDP offered to cooperate with ReSPA on the development of those communities of practice. According to Art. 17 of the draft Rules of Procedure, the annual session on cooperation with NGOs and other International Organisations is to take place in June. Given the number of issues on the agenda of the second Steering committee, it is suggested to postpone discussion on UNDP's proposal to the June 2007 meeting. In the meantime, the Chair will consult with UNDP regional office in Bratislava, ask UNDP for more detailed information on their project, etc. and inform the Steering Committee of the results.

Committee action

The Steering Committee is invited to

- Ask the Chair to explore with UNDP the proposal on co-operation on communities of practice.

8 Networking ReSPA with Existing Institutions

Establishing ReSPA within existing professional networks is part of the objectives of Phase 1. It is suggested that the following steps will be taken during Phase 1 to meet this objective:

- **ReSPA organises a meeting of representatives of EU Schools of PA**, possibly in the first half of 2007. The objective of the meeting will be to introduce ReSPA, present work programme, seek support (mobility schemes, speakers, access to existing modules, etc), and envisage formal co-operations.
- **ReSPA seeks NISPAcee membership** and participate at the **May 2007** annual conference in Kiev. ReSPA will explore co-operation possibilities with NISPAcee on the implementation of selected activities (for instance, publication of conference material, eZine, etc.).

- **ReSPA develops contacts with EIPA and/or College of Europe.** The exact forms of cooperation are still unclear, but might include jointly organised specialized training modules.
- **ReSPA seeks EGPA membership,** and participates at the **Sept 2007** annual conference.
- **ReSPA organizes the first Meeting of the heads of Schools of PA in its region.**

Committee action

The Steering Committee is invited to

- Ask the Chair to explore further potential cooperation with the schools of PA of EU Member States, actively seek NISPAcee membership, explore cooperation possibilities with EIPA and/or the College of Europe, and seek membership of EGPA.
- SC members will coordinate with the management of their respective Schools of PA or equivalent learning institutions in order to propose in January 2007 possible themes for the first meeting of Heads of Schools of PA in the region.

9 Any Other Business