# **A close up of a sign Description generated with very high confidence**

Notes of EAPN Bureau meeting

6 Feb 2019

Webinar

**Bureau meeting insert date**

**Participants: (members):** Vera(Austria), Eleni (Cyprus), Richard, Guy, Julia (France), Honoratte (Norway), Carlos, Marcello (Spain), Ian (IFSW)

**Participants (staff**): Leo

**Apologies:** Biljana(Macedonia), Saviour (Malta),

**Analysis of progress against objectives of the meeting**

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| **Objective** | **Analysis of progress** |
| Sharing accountability and deliverables | 😐 Accountability and deliverables documents received from Carlos, Vera, Ian and Honoratte. Not yet received from Biljana, Eleni, Saviour and Richard |
| Updating each other on activities | 😐 Good updates shared so we all have a better sense of progress made. However, we had agreed to use the activity report forms, which wasn’t done. |
| Deciding on the way forward on the inequality project | 😊 Clear decision on the way forward taken |

**Item 1 – Accountabilities and deliverables, activity updates from Bureau members**

4 Bureau had shared their proposed Accountabilities and Deliverables, which should be used throughout the mandate of the Bureau to guide the work of each Bureau members. Bureau members should be ready to share updates with the rest of the Bureau, highlighting progress on their agreed deliverables.

[Carlos](https://drive.google.com/open?id=1yTH7uySYGVmIGKn_14BEVLEWumhtXksr)

1. Agreed a clear [‘Ways of Working’ document](https://drive.google.com/open?id=1oWq-EPwswToKqAqwLQnqK2SO_sbMIQ-n) between President and Director, which will be a useful guide.

[Honoratte](https://drive.google.com/open?id=1DSaNEzjPyLn5-f2-9ybNLww-bTlW29Xl)

1. Strategic Thinking
2. Staffing review – reading around Belgian law.

[Ian](https://drive.google.com/open?id=1kPF_6Q0hS1QQBrjd5OKPnyr3h-vCBsTf)

1. Focusing on staff grievance procedures and dealing with burnout (working with Leo). Important that we bring the staff with us during the strategic thinking process and any changes which may ensure.
2. Working on review of governance structures (Leo and Eleni). Aiming to have a paper for discussion at Ex Co in April, and to use March Bureau as staging post.
3. European Organisations – Bureau agrees that this is important and we need to make real progress here during this mandate.

[Vera](https://drive.google.com/open?id=1iRrrQEpIu2t_gKAjUrwUxlkxgOMbK0Cw)

1. Working with Jo (EAPN Netherlands) on participation of people experiencing poverty, will feed back to the Comm’on Group in a few weeks. Sees this work linking with our 2019 2 pager on participation.
2. Policy / EUISG – meeting with Martina (EUISG Steering Group) in a couple of weeks. Has shared [document about the European Semester](https://drive.google.com/open?id=1mGrvt6OdL_qLl-3tnDCZoLjPOKNyW8Fn) with Bureau.
3. Journalism Prize – working on concept note to ‘Europeanise’ the prize in 2020, will share with Leo to ensure it can be discussed with Commission asap.

**Richard (Treasurer)**

1. No document as of yet – but his objectives would include maintaining our financial stability, increasing our financial diversification, developing a medium – long term financial plan, establishing a strategy to rebuild our reserves and a new structure for membership fees, and find a structural solution to our annual cash flow issues.
2. Will work with Philippe to provide a budget vs expenditure report for each face to face bureau meeting (twice a year)

**Eleni**

1. Will discuss further with Vera working on the inequality project
2. When further progress made on Strategic Thinking, will focus on financial diversification and reducing dependency on Commission
3. Will focus on our governing documents – linked to (but not limited to) the Dutch resolution.

**Decision**

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| D1. Ian and Honoratte will speak further about the division of work on staffing issues, with Ian focusing on burnout, grievance procedures etc, and Honoratte leading on the Staffing Review – when the Strategic Direction is clear. It’s clear that the Bureau is not there to manage the staff team – this is the role of the Director, and this should not be confused. This will be clarified in the grievance procedure. |

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| **Action** | **Responsible** | **Deadline** |
| A1. Send Richard, Phillipe and Leo ideas on strategy to rebuild reserves | Carlos | End Feb |
| A2. Ian and Honoratte to clarify division of responsibilities | Ian, Honoratte | For March face to face meeting |
| A3. Send their Accountability and Deliverable documents to Bureau | Eleni, Biljana, Saviour, Richard | End Feb |
| A4. Colleagues to look over the various Accountabilities and Deliverables documents and make any concrete suggestions | All Bureau members | For March face to face meeting |

**Item 2 – Updates from Brussels**

**Key discussion points**

1. **Staff update:** Fintan will be taking a year of unpaid leave (March 2019 – March 2020) before his notice period comes to an end. We are waiting on a draft agreement around this from the lawyer, which will clarify what happens in this year re. benefits, holiday pay, remaining days of leave etc.
2. **Poverty Watch:** After a very successful event in the European Parliament and two pieces on Euronews, we are reflecting on how to build on this in 2019 – 2020 and beyond. Our sense (Leo, Sian, Elke) is that we could really make this EAPN’s flagship publication, and link it to an advocacy hook like ‘State of the Union’ which launches in mid-September. We could brand it as ‘State of (Poverty in) the Union’, and aim to have this as the equivalent of Oxfam’s annual report on inequality, which is highly influential. *Ian was at the event, and echoed this sentiment. EAPN Spain has been doing a similar report for 10 years, and it is highly influential. The sense is that we should push forward with this!*
3. **Parliamentary Elections Campaign.** *Austria* – flash mob planned on 9 May, creating videos. *IFSW* – Ian is pushing them to get involved. Events in Romania and Austria planned. *Spain –* will use EAPN materials and strategy. Likely to focus on encouraging people to vote. *Cyprus –* will use materials. Will be pushing women and youth to vote. Clear plans expected end Feb. *France –* have a shared manifesto for a social Europe, published on 15 Feb. Event planned for 9 May. Meeting in Strasbourg in March. Trying to use EAPN materials too. *Norway –* adapting materials to their reality, focusing on local elections.

**Decision**

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| D2. We should continue to highlight Poverty Watch, recognising the impact it can have |

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| **Action** | **Responsible** | **Deadline** |
| A4. Continue planning follow up on Poverty Watch and report back | Sian and Leo | June meeting |
| A5. Share info and material on election campaign with Elke | Bureau members | Ongoing |

**Item 3 – Inequality Project**

**Key discussion points**

* 75% of Ex Co voted for it, some members may leave if the project goes ahead and they cannot be visibly disassociated from it. Proposal of having the project as a collaboration between those members who actively want to be involved, rather than a ‘full’ project.
* Bureau agrees with proposal, though regrets the challenge to the democratic process – the Ex Co voted by a large majority, and this is important.
* Cancelling the project would send the wrong message to the world.
* There are risks associated with the project – we are all aware of these risks.
* This ‘decision-making issue’ must be sorted once and for all – at the next Ex Co meeting we must remind members to take responsibility, we simply cannot keep voting one week and changing minds the next.
* Austria, Norway and Cyprus would actively support the project and want to be involved. Other members would support the decision, but would probably not be actively involved.
* When we know how many members want to be involved, we can plan the next steps.

**Decision**

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| D3. The project will be a collaboration between those members who actively want to be involved, rather than a ‘full’ project. |

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| **Action** | **Responsible** | **Deadline** |
| A6. Send a mail to Ex Co and EOs, with a google form, asking them to express their willingness to be actively engaged in project. Avoid long email discussions, avoid reopening discussions about whether we the project we be undertaken. | Leo, Eleni, Vera | 15 Feb |