1 October 2015

**Draft Agenda**

**EAPN Executive Meeting**

**Hotel Silken Berlaymont Brussels**

**8 October 2015**

**Interpretation from EN-SP-EN**

**First Day: Thursday, 8 October 2015**

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| **1.** | **Welcome, Apologies, Agenda : 14:00 to 14:10****Chair: Sérgio Aires, President/ Minute taker: Nellie Epinat** |
|  | Related Document(s) | 1.1.Draft EXCO Agenda1.2. Minutes of the Executive Committee of 4 July 2015 |
| Actions at the EXCO | * Welcome by Sérgio Aires and apologies
* Approval of Minutes of 4 July 2015
* Matters arising
* Approval of the draft agenda
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| **2.**  | **Report of Activity: 14:10 to 14:40** **Chair: Sérgio Aires/Minute Taker: Nellie Epinat** |
|  | Related Documents | 2.1. Director’s Report – Up-date of Activities since last EXCO2.2. Presentation of Planned Activities until the end of the year |
| Actions at theEXCO | * Presentation by Barbara Helfferich, Director (including on recruitment/staff issues/report back from key meetings)
* Questions and answers
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| **3.** | **Finances 2015: 14:40 to 15:30** **Chair: Carlos Susias –/Minute Taker: Fintan Farrell** |
|  | Related Document(s) | 3.1. Update of the 2015 Accounts |
| Actions at the EXCO | * Presentation by Barbara Helfferich on 2015 Accounts/Discussion with Commission
* Questions and Answers
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| **4.** | **Preparations for the Joint EXCO – EUISG Meeting on Strategic Plan: 15:30 to 16:00****Chair: Maria Jeliazkova / Minute Taker: Magda Tancau** |
|  | Related Document(s) | 4.1. Draft Agenda4.2. Concept Note4.3. Proposal on Strategic Objectives having taken account of the results of the Strategic Congress |
| Actions at the EXCO | * Discussion
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**Coffee/Tea Break: 16:00 – 16:30**

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| **5.** | **Strategic Issues: 16:30 to 18:00****Chair: Jasmina Krunic /Minute Takers: Fintan Farrell and Philipp Lemmens** |
|  | Related Document(s) | 5.1. Draft Key Messages for the 17th of October5.2. Program of the Policy Conference |
| Actions at the EXCO | * Preparation of the Policy Conference – What are our Expectations
* Preparing for the 17th of October – decide on message
* Exchange on EAPN’s activities regarding the refugee/migration crisis – recommendations by the EXCO
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**Dinner: 19:00**

**Second Day: Saturday, 10 October 2015**

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| **6.** | **Membership Development Group:09:30 to 10:15****Chair: Sérgio Aires/Minute Taker: Magda Tancau** |
|  | Related Document(s) | 6.1. Minutes from the Meeting of the MDG in September **(MT)** |
| Actions at the EXCO | * MDG presents issues that need decisions from the EXCO
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| **7.** | **Restructuration of EAPN: 10:15 to 11:00****Chair: Sérgio Aires/ Minute Taker: Magda Tancau** |
|  | Related Document(s) | 7.1. Budget for 20167.2. Draft Work Programme 2016 as presented to the Commission7.3. Restructuration proposals document7.4. EAPN Fund raising Strategy7.5. Strategic Plan 2016-20187.6. Proposal for having a staff representative in the Bureau |
| Actions at the EXCO | * Introduction to the theme by the President and the Director
* Presentation of the Restructuration proposals document by the Bureau
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**Tea/Coffee Break: 11:00 to 11:30**

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| **7.** | **Restructuration of EAPN (cont.): 11:30 to 13:00****Chair: Sérgio Aires/ Minute Taker: Philippe Lemmens** |
|  | Actions at the EXCO | * Open round table debate starting with general reactions from the Staff representative(s) and Exco members
* Concrete analyze of the proposals concerning the 2016 Budget and Program and interconnected impacts: which scenarios and which options should EAPN adopt? This discussion must be focused on which changes will be necessary in a short, medium and long term (this discussion must also take into account and be orientated by the proposed Strategic Plan and Fund Raising strategy).
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**Lunch: 13:00 to 14:00**

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| **7. Restructuring of EAPN (cont.): 14:00 to 16:00** **Chair: Peter Kelly/ Minute Taker: Barbara Helfferich** |
| Actions at the EXCO | * Towards concrete decisions: Approval of the Budget and Work Program 2016 which must include interconnected decisions:
* A plan for the financial sustainability of EAPN (2016 and beyond)
* Agreement and approval of the Strategic Plan 2016-2018
* A proposal concerning the governance of EAPN and its working methods / functioning bodies (statutory and instrumental)
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**Coffee/Tea Break: 16:00 to 16:30**

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| **8.** | **Round of Evaluation : 16 :30 – 17 :00****Chair: Sérgio Aires/Minute Taker: Philippe Lemmens**  |
|  | Related Document(s) |  |
| Actions at the EXCO | * Evaluating the meetings
* Deciding on next date for the EXCO
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**Meeting closes at 17:00**

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| **The next EXCO Meeting is proposed to take place on the 11th and 12th of March 2016**  |