



Minutes of EAPN Executive Committee
Final version
14 and 15 September 2019
Helsinki

Participants: (members): Vera (Austria), Caroline (Belgium), Maria (Bulgaria), Karel (Czech Republic), Eleni (Cyprus), Kärt (Estonia), Tiina (Finland), Richard (France), Jens (Germany), Olga (Greece), Laufey (Iceland), Michelle (Ireland), Vito (Italy), Laila (Latvia), Aiste (Lithuania), Biljana (North Macedonia), Noël (Malta), Jo (Netherlands), Honoratte (Norway), Kamila (Poland), Sergio (Portugal), Iris (Romania), Vlade (Serbia), Anna (Slovakia), Carlos (Spain), Magnus (Sweden), Neil (UK), Luigi (SMES), Ian (IFSW)

Apologies: (members): Freek (Feantsa)

Participants (staff): Leo, Philippe, Sigrid, Florence (14/09)

Session 1: Oversight

Item	Key points	Status
Approval of notes of last meeting (06/2019)	N/A	Approved unanimously
Approval of Ex Co agenda	N/A	Approved, 8 th session would discuss Theory of Change when changes have been added.
Ex Co " Contact book "	Requested by members at last meeting, and prepared by staff team. For it to be useful, members need to fill in the google form .	Members requested to complete the google form circulated by Sigrid. Deadline 15 November.
General Assembly planning	Political declaration to be used for several political conferences in near future.	Amendments possible until 7pm 14/09/2019. No objections on the process.

Decision

D1. [Contact book google form](#) to be completed by everyone.

Action	Responsible	Deadline
A1. Complete Contact book google form	Ex Co members	15 November
A2. Share suggested amendments to political declaration with Leo.	EAPN members	7pm 14/09/2019

Session 2: Oversight – Understanding different parts of EAPN

Objective: No more ghosts inside and about EAPN

This session was organised to build a clear understanding of the constituent parts of EAPN, based on our organigram. Ex Co members were invited to a variety of spaces, led by members of the groups, in order to learn more about the roles of these ‘parts’, who is in them, how they work, where they get their mandate from etc. These ‘parts’ included:

- [EU Inclusion Strategies Group](#) (Martina, EAPN Austria)

The recently revised ToR of the EUISG was presented, and Martina shared a sense of the current work and priorities of the group. Members wanting further details should look at the [EUISG section on Members Room](#) or contact EAPN Policy Coordinator Sian Jones sian.jones@eapn.eu

- [Membership Development Group](#), (Biljana, EAPN North Macedonia)

The ToR of the group was highlighted, as was the previous work of this group. There is a general sense that there is not much Membership Development activity, despite strong will. Many members were unfamiliar with the group, and what it is meant to do. Members are unaware of the Membership Assessment and Support System, which a previous Membership Development Group had developed. After explanations, members suggested that the Membership Development Group relooks at this process and tries to make the document more accessible and understandable, like a guide.

Some members expressed interest in joining the group. Members wanting further details should contact EAPN Membership Development and Participation Officer Magda Tancau magda.tancau@eapn.eu

- [PeP National Coordinators](#) (Vera, EAPN Austria) (NB. Currently there is no Terms of Reference)

The work of the PeP National Coordinators Group was presented by Vera, with a specific focus on the 2019 meeting. Further details of the PeP work, including details of all previous meetings, is available [here](#)

Members wanting further details should contact EAPN Membership Development and Participation Officer Magda Tancau magda.tancau@eapn.eu

- [Funding and Financial Diversification Team](#) (Leo, EAPN Director)

This group was set up in 2018, with the aim of helping EAPN progress towards the established target of diversifying funding away from the core grant of the Commission by 20% by the end of 2020. It was not easy to get members to participate in this group, but EAPN Romania (Raluca) took a leading role. EAPN France (Guy) also participated, as EAPN Spain and UK agreed to offer advice when requested.

A strategy on diversifying funding was drafted, as well as guidelines on fundraising from the corporate sector. The group was also a sounding board for online fundraising campaigns and mobilised to try to pull together a collective funding proposal for an EEA project which focused on transnational projects aiming to combat poverty and social exclusion (We were unable to finalise a bid). However, when the Strategic Thinking process started, the group agreed that it made sense to finalise the strategy first and then to work on a fundraising strategy to help EAPN implement this strategy. As such, the group has been somewhat dormant for a year or so, but now the Strategy has been agreed, it is time to reform this group!

Eleni (EAPN Cyprus), Richard (EAPN France), Iris (EAPN Romania) and Vlade (EAPN Serbia) all expressed interest in participating in the group.

Members wanting further details should contact EAPN Director Leo Williams leo.williams@eapn.eu

- **Comm'On (Jo, EAPN Netherlands)**

This working group is based on the Dutch Resolution, adopted at the Dublin GA in 2017, on the Strategic Review and on decisions taken by the Ex Co in June 2018. Aim is to create ideas, tools, new ways for networks, organizations to improve their work with the PeP and open (new) doors to have them involved, specifically (but not exclusively) focusing on communication activities. This includes the work with the PeP within EAPN as a whole.

Five national networks are involved in the group: **Norway, Poland, Austria, Portugal and the Netherlands**. Each network brings forward the persons who is responsible for communication and a PeP. That way the group includes ten people and is supported by the EAPN Comms Officer, Elke. We met in December 2018 in Norway and in June 2019 in Warsaw, each time for two days. Regular webinars are also organised.

At the moment we are working to create a tool to support the work with PeP and their organizations. It will be a booklet in which we propose guidelines for five different lines:

1. Link with the participative work in all aspects and all bodies of EAPN
2. Capacity building and training (organizations and individuals)
3. Amplifying the voice of PeP in our communications work
4. Accessibility of our communication work and which choices to make
5. PR & visibility.

We aim to finish the draft end of 2019, start of 2020 and bring it to the Ex Co in April 2020. The next step will be to implement the new tool in our network(s). Members wanting further details should contact EAPN Comms Officer Elke Vandermeerschen elke.vandermeerschen@eapn.eu

Decision

D2. We will re-establish the Funding and Financial Diversification Team in order to finance the necessary activities to implement the findings of the Strategic Review.

Action	Responsible	Deadline
A3. Those members who are willing to contribute to the Funding and Financial Diversification Team to contact Leo	EAPN members	15 November
A4. Put draft Comm'on Guidelines on the agenda of the next Ex Co meeting and prepare background paper	EAPN staff (Leo and Elke), with Comm'on Group	Mid-February
A5. Organise a call for 2 more members of the Membership Development Group	Magda and Membership Development Group	January 2020
A6. Revisit the MASS process, looking to see whether it can be made more accessible, and whether members can use it.	Magda and Membership Development Group	Early 2020

Session 3: Oversight – Updates on EAPN projects
Key discussion points

Working Yet Poor. We are part of a Horizon 2020 consortium, led by the University of Luxembourg, which will focus on in work poverty, and provide recommendations to the Commission and Member States. The project will run from February 2020 until Feb 2023, and will be worth 160 000 euros to EAPN. Four members will be involved, notably EAPN Luxembourg, Netherlands, Italy and Poland. A half time project officer will be recruited in early 2020 to lead on this work. Further details available [here](#).

Indicators of Absolute Poverty. EAPN is represented on the advisory board of a high level project of the Commission, which aims to establish indicators of absolute poverty. Vera, from EAPN Austria represents EAPN in this project, and hopes to count on the expertise of various EAPN members! Those who are interested in being part of this 'Reference Group' should get in touch with Vera directly. (Bulgaria, Belgium, France and Italy expressed interest directly and offered to share background material).

Decision

D3. Vera will be guided by a Reference Group, consisting of those EAPN members with expertise in poverty indicators.

Action	Responsible	Deadline
A7. Members who wish to be part of this Reference Group should contact Vera directly on vera.hinterdorfer@hotmail.com	All EAPN members	15 November 2019

Session 4: Insight – European Politics

We undertook a 'Stakeholder analysis' of the proposed College of Commissioners, to help us plan strategically where to focus our efforts moving forward and to reflect on key actions with could take with new Commissioners. The results of the Stakeholder analysis are given available [here](#).

Decision

D4. We will focus our efforts primarily on VDL, Schmit, Timmermans, Dombrovskis, and Gentiloni.

Action	Responsible	Deadline
A8. EAPN office to draft letters to these advocacy targets.	Director, with Policy Coordinator	15 November 2019

Session 5: Insight – EAPN 2020 Work Programme and Budget

Key discussion points

- The current budget, as presented, exceeds the total budget available from the Commission, and thus recognise the need to move other budget lines available to EAPN around to stay within the budget. This is a very small amount of money, from a total budget of 1.25 million euros.
- Ex Co notes that Eleni will lead a process of revising statutes in 2020, and will confirm the process by the end of the year.
- Ex Co recognises that much support (from staff and Ex Co, as well as other bodies) is needed for the organisation and implementation of the [30 years celebration](#), as presented by Eleni. Richard (EAPN France), Jo (EAPN Netherlands), Raoul (EAPN Luxembourg) **Jens (EAPN Germany) and EAPN Hungary are all willing to support this work, which will be done largely online and over skype.**
- We note that whatever slogan is agreed upon for the year, it will be used in over 400 events in Spain throughout 2020! If all EAPN national networks commit to doing the same, we can make a big impact!

Decision

D5. Ex Co mandates Bureau & Staff to finalise & submit, based on discussion today and providing that General Assembly accepts the recommendation.

D6. Process to revise statutes will take place in 2020, under leadership of Eleni (EAPN Cyprus)

Action	Responsible	Deadline
A9. Finalise work programme and budget, based on these discussions, and submit to Commission	Director, with staff and Bureau	25 September 2019
A10. Inform Ex Co of process to revise statutes	Eleni	End November 2019
A11. Establish informal working groups to support different areas of the 30 th celebrations, based on expressions of interest received	Eleni and Leo	End November 2019

Session 6: Oversight – EAPN finances

Key discussion points

The Treasurer presented the [global overview of EAPN finances](#). There were no questions or comments.

Session 7: Foresight – EAPN policies and procedures

Rules of evaluation

Philippe presented his [internal procedure](#) on how he treats the accounting, as the Ex Co is required by law to be aware of this. No comments were received, and these procedures were accepted.

Complaints procedure

The revised [complaints procedure](#) was adopted by the Ex Co, and will come into force as of January 2020.

Conflict of Interest procedure

The revised [conflict of Interest procedure](#) was adopted by the Ex Co, and will come into force as of January 2020.

Membership Fees

The change of voting rights in 2018 led to the Ex Co being mandated by the GA to propose a new system of membership fees, to reflect this change. (Reminder – fees were, in the past, linked to the number of votes each member had). The Bureau made one proposal, which was discussed earlier in 2019 by the Ex Co. The Treasurer then worked with a small group of interested Ex Co members to make two other proposals. These proposals can be found in the background paper [E7c. Membership Fees](#).

Key issues discussed include:

- **Should fees be compulsory or not?** (There is not a consensus here)
- **Exceptions / exemptions.** How should we deal with members who choose not to pay? And those who simply cannot pay?
- **What membership fees represent.** For some, this represents a political commitment to the network.
- **Transparency.** It was felt important for the Bureau and Ex Co to know who has paid fees each year.
- **Voting Rights.** It was clarified that fees are no longer linked to voting rights – so if a member is unable to pay one year, voting rights will not be lost
- **European Organisations.** It was noted that some European Organisations may struggle to pay higher fees, as currently EaSI funding prohibits paying membership fees to other European networks.

The three proposals were put to a vote.

Proposal 1: Sliding Scale

10 votes

Proposal 2: Symbolism and Solidarity

10 votes

Proposal 3: Baseline and Solidarity

7 votes

Abstentions

3

In a second round of voting between Proposal 1 and 2, proposal 1 had 14 votes and proposal 2 had 12 votes, with 3 extensions. Proposal 1 was thus adopted by the Ex Co. Given the nature of the proposal, which would lead to a statutory change, the proposal will be submitted to the General Assembly in 2020, as agreed. A brief overview of the proposal is given below, but full details can be found [here](#).

Proposal 1: Sliding Scale

<u>Annual Income level</u>	<u>Basic fee</u>	<u>Additional fee based on income</u>	<u>Total fee</u>	<u>Estimated number of members</u>
0 – 100 000 euros	600	0	600	23
100 000 – 250 000	600	400	1000	9
250 000 – 500 000	600	1200	1800	7
500 000 – 1 million	600	1600	2200	?
1 million +	600	2200	2800	2

Decision

D7. Ex Co adopts Proposal 1 'Sliding Scale' by majority and will submit this to the General Assembly in 2020

D8. In 2019, members will be invited to pay the same fee as 2018
D9. The Bureau is requested to provide further details on how exceptions will be dealt with
D10. Conflict of Interest policy is adopted
D11. Complaints procedure is adopted

Action	Responsible	Deadline
A12. Prepare resolution on Membership Fees for 2020 General Assembly, as part of Statutory Review	Bureau, led by Eleni	June 2020
A13. Send explanatory note to members with request for 2019 payment	Staff team	End October 2019
A14. Ensure implementation of conflict of interest policy and complaints procedure	Director	Ongoing

Session 8: Theory of change / Strategic Review

Key discussion points

This session replaced the planned session on ‘Social & Climate Justice’ as well as ‘Tax Issues’. The staff and Bureau had revised the paper based on discussions between Ex Co and EUISG the day before, and the paper was represented to the Ex Co, which is proposing a [motion](#) to the General Assembly recommending it accepted the Theory of Change (whose title was changed to ‘Strategic Review’)

Two final changes were made, notably:

1. Change title from “EAPN’s Strategic political intentions” to “EAPN’s Strategic review”.
2. In Section 2a we change from “At its simplest a Theory of Change defines the overall change we want to see in the world” to “... we want to see in Europe”

Decision

D12. With these final changes, the Ex Co agrees the final document and recommends the General Assembly adopts the [motion](#).

Action	Responsible	Deadline
A15. Put the final document to the General Assembly for a vote.	Bureau	15 September

Session 9: Oversight – Signing off the EAPN Position on Post-2020

Key discussion points

As per the EAPN policy on signing off position papers on behalf of the whole network, the Executive Committee was given the opportunity to reflect on the EUISG led paper on post-2020 (final draft [here](#)).

No substantial comments were given, and the Ex Co unanimously adopted this paper, which becomes an official paper of the whole network. The Ex Co thanks the EUISG and the Policy Team for their work on this.

Decision

D13. The post-2020 paper is adopted by the Ex Co and thus the whole network.

Action	Responsible	Deadline
A16. Finalise document and undertake advocacy on the content	Policy Team	Ongoing