



Kick-off meeting,

**Paris, November 8th 2011
Cour des comptes – Paris**

Draft minutes - Statement of decisions

<i>Item</i>	<i>Discussion Results</i>	<i>Documents</i>
1.1 Welcoming address by Jean-Raphael Alventosa 1.2 Adoption of the agenda 1.3 Introduction of participants (names, area of work, expectations) 1.4 Presentation of the tool to be used during the meeting	<p>Adopted</p> <p>Presentation by each participants of their positions and experiences in the capacity building field</p> <p>Adoption of the statement of decisions</p>	<p><i>Agenda</i></p> <p><i>List of participants</i></p> <p><i>Draft minutes - Statement of decisions</i></p>
2.1 Presentation of the EUROSAI strategic plan and the cooperation within EUROSAI (GT4)	<p>Presentation of the strategic plan, the missions, the visions and the values by Portugal, representant of GT4 chair and of EUROSAI presidency</p>	<p><i>Power point</i></p> <p><i>Strategic plan, general procedures, GT4 schedule 2011/2012</i></p>

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<p>2.2 Presentation of the implementation strategies of GT1</p>	<p>Presentation by the Chair of the different aspects of the “Capacity building” implementation strategies: strengthening of professional skills or knowledge, improving the organization of SAIs and of their institutional development.</p> <p><u>Actions to take:</u></p> <p><i>(Conclusions of a debate among participants on the implementation of GT1 strategy):</i></p> <ul style="list-style-type: none"> ➤ Identify and assess what we have - what we need ➤ Take into consideration the work already done or ongoing and data available (from ETC, Twinning programs, Sigma, IDI, INTOSAI donor cooperation and others...) ➤ Assess the present situation of EUROPEAN SAIs ➤ Analysis of strengths, weaknesses, opportunities, threats, challenges ➤ Address the overall questions such as : What are the models? What are the gaps? What is a modern institution? What is independence for SAI in Europe? ➤ Share good practices and experiences and adapt good practices in EUROSAI 	<p><i>Strategic plan</i></p>
<p>3. a- Discussion on the composition of the task groups</p>	<p>After a debate the Goal team decided to organise 7 task groups following an horizontal approach and to allocate them the key activities of the Strategic plan (identified by their numbers in the plan), as following :</p> <p><i>1 - Identify the needs:</i> <i>Activities: 1. 2. 1. - 1. 2. 2.</i> <i>Responsible SAI : GEORGIA –</i></p>	<p><i>Strategic plan</i></p> <p><i>Composition of the task groups – allocation of activities</i></p>

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	<p><i>Support : Lithuania, Sweden , Macedonia</i></p> <p><u>2 - Identify materials and promote their use:</u> <i>Activity: 1. 1. 1.</i> <i>Responsible SAI: LATVIA</i> <i>Support : United Kingdom</i></p> <p><u>3 - Identify strategies and good practices:</u> <i>Activities: 1. 1. 2. - 1.1. 3. - 1. 1. 4 - 1. 3. 2.</i> <i>Responsible SAI : SWEDEN</i> <i>Support : Hungary, Portugal,</i></p> <p><u>4 - Identify cooperation in CB: –</u> <i>Activities: 1. 3. 1. - 1. 3. 3. – 1. 3. 4.</i> <i>Responsible SAI : FRANCE</i> <i>Support : Austria, Slovakia</i></p> <p><u>5 – Opportunity offered by IT (website):</u> <i>Activities: 1. 2. 3.</i> <i>Responsible SAI : ROMANIA</i> <i>Support : Estonia</i></p> <p><u>6- Promote innovation in EUROSAI:</u> <i>Activity: 1. 2. 4.</i> <i>Responsible SAI : UNITED KINGDOM</i> <i>Support : France, Romania, Lithuania</i></p> <p><u>7 – Independence:</u> <i>Activity: 1. 4. 1. – 1. 4. 2.</i> <i>Responsible SAI : HUNGARY</i> <i>Support : Austria, France, Spain, Ukraine</i></p> <p>EUROSAI secretariat is ready to support each group</p>	

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	<p><u>Actions to take:</u></p> <ul style="list-style-type: none"> ➤ See bellow “drafting of operation plan” 	
<p>4. Operational Plan</p> <p>4.1- Presentation of the framework and general procedures</p>	<p>Presentation of the general procedures for completing the operational plan, by representative of GT4 chair and GT1 chair</p> <p><u>Actions to take:</u></p> <ul style="list-style-type: none"> - Circulating the OP frame according to the new allocation of activities to each sub-group before November 10th- Chair - Exchanges among task group members (mail, teleconferences?...) - Proposal from groups before: end of January - Meeting of GT1: 14th February (to be confirmed) in Paris - Activity report of GT1 to GT4: 1rst March - Circulate the consolidated OP among GT1 members: - Sending the draft OP to GT 4 for end of March 	<p><i>-Power point</i></p> <p><i>-Guidance for completing the operation plan framework</i></p> <p><i>-Preliminary Draft OP</i></p> <p><i>Schedule</i></p>

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<p>5. Review of the EUROSAI website – presentation of the questionnaire - input of the GT1</p>	<p>Presentation of the review of the EUROSAI website by Secretariat general</p> <p>Presentation of the website of SAIs of Romania, Hungary and Estonia</p> <p><u>Actions to take:</u></p> <ul style="list-style-type: none"> - Answers from members to the questionnaire on EUROSAI website sent to GT1 chair before Tuesday, 15th November - Consolidating the answers by GT1 Chair and sending to GT4 before November 16th 	<p><i>-Power point</i></p> <p><i>-Preliminary draft answer to the questionnaire</i></p> <p><i>Schedule</i></p>
<p>6.Contributions from GT1 to GT4 activities :</p> <p>6.1- GT4 operational plan (liaison)</p>	<p>Presentation by EUROSAI Presidence on the expected contributions of GT1 to GT4 activities</p> <p><u>Actions to take:</u></p> <ul style="list-style-type: none"> - Proposals of actions to be included into GT4 operation plan from GT1 members to be sent to GT1 chair before November 23rd - Sending of consolidated proposals to GT4 by GT1 chair before end of November 	<p><i>Power point</i></p>

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<p>7. EUROSAI magazine</p> <p>7.1. Input of the GT1 to the EUROSAI magazine</p>	<p><u>Actions to take:</u></p> <ul style="list-style-type: none"> - Lines for the <u>EUROSAI magazine</u> article from Gt members sent before Tuesday, 15th November - With the help of the lines and from the output of the kick-off meeting, drafting of the article by GT chair - sending the article to Secretariat general before 23rd November 	
<p>8. Discussion on the drafting of Term of Reference</p>	<p>Presentation of the preliminary ToR draft</p> <p>Amending of the draft with the help of participants (§ 2.1, 3.5, 3.7)</p> <p><u>Actions to take:</u></p> <ul style="list-style-type: none"> - Circulating of the preliminary ToR draft before November 18th 	<p><i>Preliminary draft</i></p>
<p>9. Conclusion of the meeting</p> <p>9.2- Agreement on future actions</p> <p>9.2- Date and venue of next meeting</p>	<p>The schedule presenting the future actions is adopted</p> <p>The next meeting of the GT1 will take place in Paris, on the 14th February 2012</p>	<p><i>Schedule</i></p>