6th MEETING OF EUROSAI GOAL TEAM 4

Lisbon, 28-29 April 2014

SUMMARY OF AGREEMENTS (SoA)

I. The **EUROSAI Goal Team 4 – Governance and Communication (GT4) 6th plenary meeting** was held in Lisbon, on the 28 and 29 April 2014.

The following representatives of GT4 members, invited experts and guests attended the 6th GT4 plenary meeting:

SAI		Representatives
PORTUGAL	Current Presidency	Helena Abreu Lopes Eleonora Almeida Conceição Ventura Sónia Fernandes
CZECH REPUBLIC	Chair of Goal Team 3	Sylva Müllerová Zuzana Holoubková Michaela Rosecká
FRANCE	Chair of Goal Team 1	Adeline Baldacchino Pascale Fenech
GERMANY	Chair of Goal Team 2	Stefanie Ludes
HUNGARY	Next Chair of Goal Team 1 (guest)	Péter Dankó Attila Horcsin
NETHERLANDS	Incoming Presidency	Hayo Van der Wal Louise van Loon Roel Praat
POLAND	Outgoing Presidency	Agnieszka Morawska
SPAIN	Secretariat	Karen Ortiz Alicia Garcia del Castillo
TURKEY	Presidency for 2017-2020 (guest)	Duygu Baykal Cigdem Aslankara
UNITED KINDGOM	Invited Expert	Iain Johnston Helene Morpeth

Representatives of the SAIs of Turkey and Hungary were invited for this GT4 meeting because they will become, from June onwards, respectively the "incoming Presidency" and the "Chair of Goal Team 1". Therefore they will soon become members of GT4.

II. Agenda

The Agenda for the meeting was adopted as follows:

1.   Welcome and general information
2.   GT4 Operational plan status
2.1 Task Group 2 **(a)** Surveys' coordination **(b)** Document on workable EUROSAI practices and criteria for events and project management, including areas to be covered and good practices collected **(c)** Common rules for staff secondments to the EUROSAI Secretariat
2.2 Task Group 3 **(a)** Practical Guide for Organising EUROSAI events **(b)** Training section of the website **(c)** List of training experts **(d)** Feedback and follow-up of training events
2.3 Task Group 5 **(a)** EUROSAI Communication framework (ECF) **(b)** Statement to encourage all EUROSAI members to post articles about EUROSAI on Wikipedia in their own languages **(c)** Use of PLEIO by GTs, WGs, TFs and EUROSAI Members **(d)** Statement to encourage EUROSAI bodies to include in their annual reports information on tools to promote the EUROSAI value of "Sustainability and Respect for the Environment" **(e)** EUROSAI sustainable meetings checklist **(f)** Recommendations on the improvement and promotion of EUROSAI Magazine
2.4 Task group 6 **(a)** EUROSAI website update protocols **(b)** Articulation of databases
3.   Reporting to the GB and Congress
(a) Overall status of EUROSAI Strategic Plan implementation (June 2011- June 2014) **(b)** GT's 1, 2 and 3 reports and OP's updates **(c)** Cooperation within INTOSAI and with external partners **(d)** Follow-up of the EUROSAI Statement on Independence of SAI **(e)** Funding proposals **(f)** Budgeting issues
4.   EUROSAI Strategic Plan Update
5.   Planning next operational activities (Goal Team 4 Operation Plan Update)
(a) Preparing GT4 Operational Plan update

	(b) Discussing and agreeing activities to be developed in the next period under each implementation strategy **(c)** Assigning implementation responsibilities (task groups review)
6. Concluding	
	(a) Next steps of GT4 activities **(b)** Information on the IX EUROSAI Congress **(c)** GB meetings and Congress Plenary Sessions' agendas **(d)** Preparation and delivery of *papers* for GB meetings/IX Congress **(e)** Next GT4 meeting
7. Any other business	

III. **Agreements reached**

Under each theme of the Agenda, the following agreements were reached:

2	**GT 4 Operational Plan status**
2.1.	**Task Group 2** **(a)** Following update and discussion on the initiatives taken concerning **surveys' coordination**, GT4 agreed to continue sharing information on planned surveys and their results through the webpage specific folder, with the objectives of taking the maximum advantage of the information collected, avoiding redundancies and, if possible, reducing their number. It also agreed to collect and disseminate information on surveys issued by other organisations (e.g. IDI on training, PSC on ISSAI 30, etc.), respecting the privacy of their information where needed. Information on those surveys with links will be displayed in the survey section of the website, but separately, and the responsible for this task will coordinate with the Secretariat. **(b)** Regarding the planned document on **practices and criteria for events and project management**, TG2 lead (Poland) informed that, having listed the existent guides, this TG concluded that no new document is needed. Under TG2 proposal, GT4 agreed to: • Include the information on the existent handbooks and guides in the EUROSAI products'database, with links to them • Include that information also in the "*Practical Guide for Organising EUROSAI Training Events*". • Contribute for the updating of the abovementioned documentation, where and when relevant **(c)** In what concerns possible common rules for **staff secondments to the EUROSAI Secretariat**, a discussion was held about several questions related to this issue: the

	case by case basis of the requirements, the possibility of drawing an action plan, the key role of funding (by EUROSAI budget or by SAIs), other resourcing alternatives to support the Secretariat. GT4 and the Secretariat considered that: • Due to the fact that some concrete arrangements are being discussed by the Secretariat, some more time is needed for GT4 to discuss this again • Other alternatives should be explored, such as exchanges of staff, on line cooperative work and in kind support (such as other SAI providing translation of documents) • For the time being, GT4 will inform the GB on the issue and should raise GB awareness on the need to support the Secretariat. For this purpose, information will be included in the midterm review report. The activity report of the Secretary General will also include this issue, which will be mentioned during the oral presentation of that report at the 41st GB meeting and at the 1st AGP Session of the IX Congress.
2.2.	**Task Group 3** **(a)** Concerning the **Practical Guide for Organising EUROSAI Training Events**, GT4 decided to: • Approve the document presented by GT4 Task Group 3, where two annexes should be added: the list of existent handbooks and guides to organise events (see 2.1 (b) above) and the sustainability meeting checklist prepared by TG5 (see below). The final document is attached as **Annex 1** to this SoA • Submit it to the Governing Board • Upload it on the EUROSAI's website • Continuously update and improve this guide, namely by exploring the possibility of on-line evaluation and impact assessment of training events **(b)** An update was made about the **training section of the EUROSAI website** **(c)** The leader of Task Group 3 (Czech Republic) informed about the results of the training needs survey issued by GT3 and about the **list of training experts** that were identified through that survey. GT4 discussed how to use this list and agreed: • To send this list to the SAI of Peru, who is responsible for the INTOSAI list of experts, in order to complete INTOSAI's list • To include information in the EUROSAI website about the INTOSAI's database of experts • To publish, in EUROSAI's website and in PLEIO, information on the available European SAI's experts, although without including personal data. The SAIs should be encouraged to contact the SAIs where those experts work when needing their support • Information on this issue should also be included in the Practical Guide for Organising EUROSAI Training Events. **(d)** The report on the **feedback and follow-up of 2013-2014 training events** was presented and agreed upon as attached in **Annex 2** to this SoA. The main information is already included in the midterm review report. The Task Group 3

	report should be included in the training section of the website and, if possible, an extract should be included in the information related to each training event.
2.3.	**Task Group 5** **(a)** The **EUROSAI Communication Framework** prepared by Task Group 5 was discussed and agreed as attached in **Annex 3**. GT4 will submit it to the GB and to the Congress, for approval. **(b)** GT4 also agreed with the draft «**Statement to encourage all EUROSAI members to post articles about EUROSAI on Wikipedia in their own languages**» presented by the SAI of Poland (**Annex 4**). It decided that the Secretariat shall send it to all EUROSAI members along with the standard article in English. It should also be included in the EUROSAI website. **(c)** The opportunities offered by the **use of PLEIO** to GTs, WGs, TFs and EUROSAI Members were discussed following information provided by the representatives of the SAI of the Netherlands: • The SAI of the Netherlands decided not to use PLEIO for the EUROSAI Congress since using it proved not to be easy • After the Congress, this platform will be promoted to WG/TF under the responsibility of a "Community Manager" • Providing e-learning and videoconferencing facilities shall be considered, although there is no deadline fixed yet for their availability **(d)** Regarding the **«Statement to encourage EUROSAI bodies to include in their annual reports information on tools to promote the EUROSAI value of "Sustainability and Respect for the Environment**», GT4 agreed to prepare two different mailings: • One to be sent to EUROSAI WGs and TFs and, upon sending the sustainable meetings checklist, inviting these bodies to include in their annual reports the initiatives towards this objective • The other one, sent to all EUROSAI members, to disseminate the sustainable meetings checklist for their own use **(e)** The **EUROSAI sustainable meetings checklist** was presented by the SAI of the Netherlands and approved as attached in **Annex 5**, to be included in the Practical Guide for Organising EUROSAI Training Events. It should also be included separately in the EUROSAI website. **(f)** The SAI of Poland informed on the discussions held so far concerning the **Recommendations on the improvement and promotion of EUROSAI Magazine.** Considering the delay and that a consultation to the EUROSAI members was not yet conducted this task was postponed for the next period (2014-2017).

2.4.	**Task Group 6**
	(a) The SAI of Spain presented the draft of the **EUROSAI website update protocols,** which were approved by GT4 as attached in **Annex 6**.
	(b) In what concerns **articulation of databases,** an update was done and some issues were discussed, such as the name of the database, the articulation between GT1 and GT3 and the need to keep in mind that Working Groups, Task Forces and Committees also manage databases and, so, articulation and a common access point to these databases should be ensured.

3	**Reporting to the GB and Congress**
	(a) **Overall status of the EUROSAI Strategic Plan implementation (June 2011-June 2014)** The SAI of Portugal, as Task Group 1 leader, presented the draft of the midterm review report to be submitted to the Governing Board and to the Congress, which was prepared in consultation with all bodies of EUROSAI, including the Governing Board members. The main conclusions of the assessment and some proposals of amendments were discussed and agreed. Highlights to be enhanced in presentation are the wide involvement of EUROSAI members in EUROSAI activities and in the implementation of the Strategic Plan and the good level of results achieved. GT 4 approved the midterm review report to be submitted to the Governing Board and to the Congress, as attached in **Annex 7**.
	(b) **GTs 1, 2 and 3 reports and OP's updates** Goal Teams' Chairs highlighted the main achievements of their teams and the main tasks to be developed in the next period They also agreed on the type and timeframe of their report presentations in the Governing Board and in the Congress
	(c) **Cooperation within INTOSAI and with external partners** Under this item, GT4 recalled the information included in the midterm review report and decided to: • Approve the draft agreement to renew cooperation between EUROSAI and ECIIA, as suggested by GT2 and agreed by ECIIA (**Annex 8**). This agreement will be submitted to the approval of the Governing Board and signed during the Congress • Suggest to the Governing Board to initiate contacts in the view of preparing cooperation agreements with OECD, European Environmental Agency and European Commission (DG Environment)

	(d) Concerning the follow-up of the **EUROSAI Statement on Independence of SAIs,** GT4 agreed that a joint presentation will be given to the Congress by the Presidency and the SAIs of France and Hungary covering: • The initiatives conducted by the Presidency and the Secretariat • The results of the survey conducted by GT1 on independence practices of SAI • The results of the seminar conducted about independence challenges for SAI held by GT1 and hosted by the SAI of Hungary The time available for the whole presentation is 10 minutes **(e)** GT4 considered the requests of the SAIs of the Czech Republic and Lithuania for funding from the EUROSAI budget to seminars that these SAIs will host in 2014. The Secretariat presented its recommendations on these requests, the Chairs of GT3 and GT2 informed that these GTs recommend their approval under the allocation of their respective teams. GT4 agreed with the Secretariat's proposals, recommending that they are approved by the Governing Board (see documents in **Annex 9**). **(f)** The Secretariat informed GT4 about the overall **EUROSAI budget** execution and the premises of the budget for the next period, stressing the need to allocate more funds to the chapter of translations and publications. Since the use of allocations by Goal Teams was low during the past 3 years, the Secretariat suggests to slightly decrease the allocation for GTs for the next period. GT4 agreed.
4	**EUROSAI Strategic Plan Update**
	GT4 discussed the draft of the EUROSAI Strategic Plan Update proposals and some suggestions for amendments and agreed with the draft as included in the midterm review report attached in **Annex 7**.
5	**Planning next operational activities (Goal Team 4 Operation Plan Update)**
	(a) The SAI of the Netherlands, as the next Presidency, conducted an interactive discussion in small groups to collect ideas for the **GT4 Operational Plan update**. The discussion focused on the main activities that should be conducted and on the GT4 internal arrangements that should be made for carrying them out effectively. The results were that **GT4 activities** should focus on four major issues: • Strategy and Governance • Sustainability • Training • Communication **(b)** GT 4 agreed upon the fact that the following **topics** need **to be dealt with**, most of them being already incorporated in the current Operational Plan: • The delivery of the final report on the EUROSAI Strategic Plan 2011-2017 • The development of the EUROSAI strategic plan for the period 2017 -2023, with the involvement of various stakeholders • Surveys' coordination • A further identification of systemic issues

- Intensifying interactions with INTOSAI
- The development of relationships with external partners
- Increased support, including staff secondments, to the Secretariat of EUROSAI
- Continuation of the coordination of training issues
- More focus on sustainability, e.g. resources and funding
- Promoting EUROSAI Communication framework
- The implementation of video-conferencing
- The increase of the use of electronic tools

(c) GT4 also agreed that the activities should be conducted by the following **task groups**:

- **Task Group on Strategy and Governance**, composed by the next Presidency, the Secretariat and the SAI of Turkey.
  For the preparation of the next EUROSAI Strategic Plan, the work should involve all GT4 members and, even, other SAIs. The SAIs of France and UK expressed their will to be involved.
- **Task Group on Sustainability,** composed by the next Presidency, the Secretariat, the SAI of Turkey and the Czech Republic.
- **Task Group on Training issues,** composed by the SAIs of the Czech Republic, Portugal, Hungary, Germany and the Secretariat
- **Task Group on Communication,** composed by the next Presidency, the Secretariat and the SAI of the Czech Republic

The coordination of surveys will be dealt with by the SAI of Portugal.

The SAI of the Netherlands was entrusted with the task of finalising the GT4 2014 Operational Plan update, knowing that a meeting later in 2014 will be needed to discuss the results of the 2014 EUROSAI Congress and how they should reflect on GT4 activities.

6	**Concluding**
	(b) The SAI of the Netherlands gave some information about the **IX EUROSAI Congress**, inviting everyone to register as soon as possible
	(c) The Secretariat presented the **draft agendas of the 41st and 42nd Governing Board meetings and of the two Congress Plenary Sessions**. GT4 discussed the timeframe of the several expected presentations and agreed with the draft agendas.
	(d) The Secretariat also informed on the needed deadlines to receive **documents for the Congress**. Documents should be sent to the Secretariat by 16th May, mainly those that need translation to all official languages, such as the Midterm Review Report and the draft resolutions. It was agreed that GT4 does not need to submit any draft resolution concerning the chairmanship change, since that results automatically from the Strategic Plan provisions and from the GT4 Terms of Reference, which also don't need to be changed, except for its Annex.
	(e) The **next GT4 meeting** will be scheduled for October/November 2014, in the

Netherlands, to complete GT4 Operational Plan according to the results of the Congress.

(f) Finally, the current Chair of GT4 (SAI of Portugal) closed the meeting, thanking to all participants the commitment, hard work and full collaboration that they provided during the last three years. These were the reasons why GT4 is proud to present to the GB and to the Congress a good performance rate and a so far successful implementation of the EUROSAI Strategic Plan.

A special word of thanks is due to the representatives of the SAIs of Poland and France, that will be replaced as GT4 ex officio members by the SAIs of Turkey and Hungary, for their important work during this period.

Another important contribution was that of Iain Johnston, from the UK NAO, who has provided key expertise, namely in the field of planning and reporting requirements. GT4 expresses its deep gratitude to Iain.

Annexes to this SoA:

Annex 1: Practical Guide for Organising EUROSAI Training Events

Annex 2: Report on the feedback and follow-up of 2013-2014 EUROSAI training events

Annex 3: EUROSAI Communication Framework

Annex 4: Statement to encourage all EUROSAI members to post articles about EUROSAI on Wikipedia in their own languages

Annex 5: Sustainable meetings checklist

Annex 6: EUROSAI Website Update Protocols

Annex 7: Midterm Review Report and Strategic Plan Update

Annex 8: Draft agreement between EUROSAI and ECIIA

Annex 9: Recommendations on funding requests