



ARCHITECTS' COUNCIL OF EUROPE  
CONSEIL DES ARCHITECTES D'EUROPE

Date: 18th January 2011  
Ref: 015/11/SEC/aj

## Internal Affairs

First Meeting of the Executive Board in 2011

List of Decisions

Draft

### Introduction

The Executive Board (EB) of the ACE held its First meeting of 2011 on the 14<sup>th</sup> and 15<sup>th</sup> January in the offices of the ACE in Brussels. During that meeting it took the decisions that are summarised in the table below:

Reference	Decision	Action																								
EB1/11-01	The Agenda for the meeting was adopted with two changes: The issue of Public Procurement was added to item 4.2 and a report on a recent ACE/BAK meeting about burden sharing was added as item 5.3.	SEC																								
EB1/11-02	The EB agreed that at its next meeting (EB2/11) it will consider a number of issues in the By-laws with a view to proposing revisions to them in the near future. The opportunity will be used to comprehensively review the By-laws in the light of the review of the ACE and changes in the Secretariat that have taken place in 2010.	All SEC																								
EB1/11-03	The EB adopted the notes of the previous meeting (EB7/10) as presented.	SEC																								
EB1/11-04	The EB commented that the manner in which the review the decisions taken at EB6/10 was recorded was confusing and not helpful and it suggested that this be a separate appendix in future in the manner of a project management sheet that allows tracking of progress to be recorded. It requested that the SEC prepares the annexe with the decisions of the current meeting and outstanding issues from EB6/10 and EB7/10 for circulation as soon as possible after the present meeting. As a result, no formal review of decisions taken at EB7/10 was undertaken.	SEC																								
EB1/11-05	<p>After careful deliberation and discussion, the roles and responsibilities of the Executive Board members were agreed as follows:</p> <table> <tbody> <tr> <td>President:</td> <td>Selma Harrington</td> </tr> <tr> <td>Vice-President:</td> <td>Lionel Dunet</td> </tr> <tr> <td>Treasurer (subject to confirmation):</td> <td>David Falla</td> </tr> <tr> <td>Vice-Treasurer:</td> <td>Christos Savva</td> </tr> <tr> <td>TA1 Coordinator:</td> <td>Wolfgang Haack</td> </tr> <tr> <td>TA1 Vice-Coordinator:</td> <td>Constantinos Belimpassakis</td> </tr> <tr> <td>TA2 Coordinator:</td> <td>Pawel Kobylanski</td> </tr> <tr> <td>TA2 Vice-Coordinator:</td> <td>Pierre-Henri Schmutz</td> </tr> <tr> <td>TA2 Coordinator, Responsible for Procurement:</td> <td>Georg Pendl</td> </tr> <tr> <td>TA3 Coordinator:</td> <td>Lionel Dunet</td> </tr> <tr> <td>TA3 Vice-Coordinator:</td> <td>Mauro Latini</td> </tr> <tr> <td>Coordinator Responsible for Communications:</td> <td>Vladimir Petrovic</td> </tr> </tbody> </table> <p>(Post-meeting note: D Falla, after careful consideration, did not take up the post of Treasurer and discussions on identifying the Treasurer continue)</p>	President:	Selma Harrington	Vice-President:	Lionel Dunet	Treasurer (subject to confirmation):	David Falla	Vice-Treasurer:	Christos Savva	TA1 Coordinator:	Wolfgang Haack	TA1 Vice-Coordinator:	Constantinos Belimpassakis	TA2 Coordinator:	Pawel Kobylanski	TA2 Vice-Coordinator:	Pierre-Henri Schmutz	TA2 Coordinator, Responsible for Procurement:	Georg Pendl	TA3 Coordinator:	Lionel Dunet	TA3 Vice-Coordinator:	Mauro Latini	Coordinator Responsible for Communications:	Vladimir Petrovic	
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EB1/11-06	The EB agreed with the proposal of the President that a team-building session of the EB should take place during the first day of its next meeting (11 <sup>th</sup> March). For this work an external consultant will be contracted and the principal objective will be better understand EU Policy and Lobbying issues so as to ensure better representation of the ACE by EB members when they are assigned to external duties.	SH SEC
EB1/11-07	The EB approved the calendar of meetings for 2011 as tabled with one correction: The EFAP Poland meeting runs for four days from Sunday 18 <sup>th</sup> September and not from Saturday 17 <sup>th</sup> as noted in the circulated version.	SEC
EB1/11-08	In relation to the decision of the General Assembly that the ACE should enter into negotiations with the Director, Adrian Joyce, for the post of Director General from the 1 <sup>st</sup> April 2011, the EB agreed that the sub-group of the EB to manage the process will be Selma Harrington, Lionel Dunet and Wolfgang Haack. During the two planned interview sessions, an independent Human Resources person will also be present and the ACE will engage a lawyer specialised in Belgian employment law in order to ensure that the annexe to the Contract of Employment of Adrian Joyce is fully compliant with Belgian law and optimised for both parties.	SH LD WH AJ
EB1/11-09	The EB instructed the Secretariat to prepare a call to Member Organisations aimed at identifying a network of experts in the various priority topics on which the ACE works, in order to create an up-to-date database from which the ACE can draw when external representations are needed and no EB member is available.	SEC
EB1/11-10	The EB noted and welcomed the offer of the BAK to offer Joachim Jobi of its Brussels Office as rapporteur for the Professional Qualifications Directive for a period of two years.	WH SEC
EB1/11-11	The EB requested that A Joyce prepare a table giving an overview of the Work Groups of the ACE that contains a critique of their effectiveness so that a decision on which Work Groups to continue or to combine can be made.	SEC
EB1/11-12	The EB instructed the Secretariat to add a new sub-menu to the website under TA2 entitled "Architectural Design Contests" and to add the recently adopted Master Document and lists of participants to the sub-sub-menu sections.	SEC
EB1/11-13	The EB requested that the Secretariat prepare a quarterly abridged statement that will keep it informed about how the ACE is managing relative to the agreed budget and on cash flow. These statements should be presented four times per year.	CA SEC
EB1/11-14	The Secretariat was requested to prepare a short report on the advantages and disadvantages of the current double structure of the ACE (AISBL and EEIG) for presentation at the next EB Meeting.	CA SEC
EB1/11-15	The EB warmly welcomed the significant effort made by the UIA Region I to re-schedule its meeting to coincide with the ACE General Assembly in Dublin. It agreed that arrangements should be made to ensure a joint meeting is possible in the evening over dinner on the basis of sharing costs between the two organisations.	SEC
EB1/11-16	The EB decided that the official representative of the ACE at the UIA Congress and General Assembly in Tokyo would be Selma Harrington. It noted that several other EB members (D Falla, G Pendl, L Dunet and, possibly, M Latini)	

	will also be present. It also decided that the ACE Exhibition on Sustainable Architecture will be presented as an electronic slideshow and it accepted, in principle, the offer made by L Dunet that the ACE could use a part of the space in the container of the CNOA to ship catalogues and other equipment to Tokyo. Details to be worked out in due course.	All SEC
EB1/11-17	The EB requested that the Secretariat makes the slideshow of the exhibition to all Member Organisations via an appropriate electronic means taking account of its size.	SEC
EB1/11-18	The EB reaffirmed its interest in the BPIE proposal on energy efficiency and architectural heritage and instructed A Joyce to pursue contacts so as to be able to make a full report on the proposal at EB2/11	SEC
EB1/11-19	The EB noted the proposed follow-up to the E <sup>2</sup> APT prepared by Ecofys. It agreed that the ACE could be associated with it but on condition that it does not draw on financial or human resources in the Secretariat. It agreed that if the E <sup>2</sup> APT proceed with the study, A Joyce could, if invited, agree to be a member of the Steering Group of the E <sup>2</sup> APT that will guide the consultants and will report to the EB accordingly.	LD SEC
EB1/11-20	The EB decided that the Joint Work Group on Health & Safety (i.e. ACE and EFCA) should not meet with representatives of ISHCCO.	SEC
EB1/11-21	The EB decided that the nominated ACE panel (for whom the ACE pays travel and accommodation costs for two meetings per year) for the JWP should be linked to particular functions within the ACE working structure. These functions are: TA1 Coordinator: Wolfgang Haack Chair, WG Education: Ferenc Makoveyi Chair, WG Professional Qualifications Directive: Toal O'Muire Chair, WG Accreditation and Validation: Sarah Lupton Director: Adrian Joyce  The EB also decided that meetings of the JWP should be open to other ACE Delegates that are ready to cover their costs themselves or through their member organisation. It noted that the meetings for 2011 are already set on 7 <sup>th</sup> April in Venice and on the 13 <sup>th</sup> October in Brussels.	SEC
EB1/11-22	It was agreed that the Secretariat would prepare letters of appointment for incoming members of the JWP and letters of thanks to outgoing members for signing by the President. In addition, the EB instructed the Secretariat to prepare a Briefing Note for EB2/11 that fully sets out the Terms of Reference and objectives of the JWP so as to be the basis for a formal adoption of the Terms of Reference at the first JWP meeting in 2011.	SH SEC
EB1/11-23	The EB noted the progress report on the ENHSA III Project and requested that the income and expenditure on the project be included in the Budget of the ACE for 2011.	SEC
EB1/11-24	The EB reviewed the list of upcoming meetings noted at the foot of the Agenda and decided that it should be restricted to events or meetings for which a decision on costs and/or representation is necessary. It then agreed to the following list of such meetings:  Jan 19-22      UIA <sup>1</sup> Council Meeting, Beirut, Lebanon      S Harrington	

<sup>1</sup> International Union of Architects

	<p>Jan 25 ELC<sup>2</sup> Lunch Debate – European Parliament A Joyce</p> <p>Jan 27 SIM-IMI<sup>3</sup> Meeting, Brussels E Simeoni</p> <p>Jan 28 ACE-EAAE<sup>4</sup> Preparatory Meeting, Paris A Joyce</p> <p>Feb 8 Conference on Single Market Act, Brussels A Joyce</p> <p>Feb 9 EFAP<sup>5</sup>-Urban Intergroup Conference in European Parliament: Members of WG UI</p> <p>Feb 10 Preparatory meeting for GA1/11, Dublin: S Harrington, J Graby, A Joyce</p> <p>Feb 25 Professional Card SG2/11, Brussels A Joyce</p> <p>Mar 2 ECF<sup>6</sup> Meeting, Brussels A Joyce</p> <p>Mar 17-20 Pan-Hellenic Congress, Athens, Greece S Harrington</p> <p>Mar 25 ACE-EAAE Workshop, Paris tbc</p> <p>Apr 7 JWP<sup>7</sup> Meeting, Venice ACE Panel</p>	
EB1/11-25	In relation to the ongoing evaluation and revision of the PQD, the EB noted the outcome of the telephone conference that took place on the 13 <sup>th</sup> January 2011 and decided that despite the short notice, a letter should be sent to all member organisations urging them to contact their national governments in time to ensure that suitable experts are nominated by the 20 <sup>th</sup> January and that any comments made by that date are in line with ACE Policy on the PQD.	WH SEC
EB1/11-26	In relation to Trade in Services, the EB decided not to express an interest in opening negotiations with Singapore. It concluded that the ACE should, for the foreseeable future, concentrate its efforts on Canada in the expectation that this will bear fruit.	PK SEC
EB1/11-27	The EB agreed with the proposal by T Prinz to hold a session at the GA1/11 in Dublin on the topic of Alternative Dispute Resolution. It instructed the SEC to make contact with T Prinz to agree arrangements.	SEC
EB1/11-28	In relation to the topic of Public Procurement, the EB agreed that the ACE should, as suggested by G Pendl, follow up on the ACE 20 <sup>th</sup> Anniversary Conference by arranging to meet with the European Commission in the coming 6 weeks or so in order to further discuss the ACE objectives in the review of the Directive on Public Procurement. The ACE delegation should include T Maibaum, Chair of the ACE WG on Public Procurement, G Pendl and A Joyce.	GP SEC
EB1/11-29	The EB agreed with the recommendation of L Dunet that the WG Research should not be re-activated at the present time.	SEC
EB1/11-30	The EB agreed that the ACE persons that should be notified to the Hungarian Presidency as the participating experts from the ACE for the work of the Urban Development Group should be L Dunet and A Borghi with A Joyce as a correspondence contact point.	LD AB SEC
EB1/11-31	The EB agreed that the ACE should seek to find a streamlined manner to review the way in which the content of the ACE website is located and on how to make it more visitor friendly. It should, ideally, be possible for the SEC to undertake this task during 2011 using the new content management system	VP

<sup>2</sup> European Lamp Manufacturers Council (sponsors of the ACE 20<sup>th</sup> Anniversary events)

<sup>3</sup> Services in the Internal Market – Internal Market Information System

<sup>4</sup> European Association for Architectural Education

<sup>5</sup> European Forum for Architectural Policies

<sup>6</sup> European Construction Forum

<sup>7</sup> Joint Working Party

	that it now has for managing the website.	SEC
EB1/11-32	The EB agreed that it would be of benefit to begin to issue a regular e-mail alert to member organisations that simply and clearly direct them to key resources (usually websites) on priority issues. This would help to demonstrate the value of ACE membership to the member organisations.	Coord. SEC
EB1/11-33	It was agreed that the SEC should circulate to all EB members the report and attachments of the bi-lateral meeting between the ACE and its Spanish member organisation, the CSCAE.	SEC
EB1/11-34	The EB noted the verbal report of A Joyce on the bi-lateral meeting between the ACE Secretariat and the BAK/BAIK Brussels Office during which a closer collaboration on representation duties in Brussels and a sharing of certain tasks between the two offices aimed at reducing the burden on the under-resourced ACE Secretariat, was welcomed. The EB endorsed the suggestions made at the meeting and requested that it be informed of the practical implementation of the agreement.	SEC
EB1/11-35	In relation to the call from Architectes de l'Urgences received at the SEC, the EB decided that it should be widely circulated to the ACE Network, but that the ACE itself would not make a direct financial contribution.	SEC
EB1/11-36	The EB noted with alarm the recently issued letter of the European Forum for Architectural Policies (EFAP) that calls for a broadening of the membership of the EFAP, opening membership to all individuals and organisations. This goes against the reported position of the EFAP Board and General Assembly. It decided that the ACE should write to the EFAP expressing its concerns and recalling its earlier letter on the same subject and the decisions of the EFAP Board and General Assembly.	LD SEC

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