



## Internal Affairs

Fifth Meeting of the Executive Board in 2010

List of Decisions

Final

### Introduction

On the 12<sup>th</sup> June 2010, the Executive Board of the ACE held its fifth meeting in 2010 in the offices of the RIAI in Dublin, Ireland. During that meeting it took the decisions that are summarised in the table below:

Reference	Decision	Action
EB5/10-01	The Agenda for the meeting was adopted without comment or change. The EB decided to devote the first two hours of the meeting to continue drafting Action Points started at the Strategic Workshop on previous day, Friday 11 <sup>th</sup> June. The Notes from this workshop will be the subject of the Facilitator's report which will be presented as a separate document.	SEC
EB5/10-02	The EB instructed the Secretariat to compile all adopted documents of the ACE by Thematic Area and to send them to each Coordinator so that they can analyse them and classify them in three categories: valid, in need of revision and obsolete. From this analysis a new, more "user-friendly" database of ACE documents is to be devised on the website.	SEC JL DF LD
EB5/10-03	The EB requested that the presentation of the results of the survey of member organisation priorities be revised so as to group identified priorities by Thematic Area before dissemination to all members of the Board and to all member organisations. When disseminated, a covering letter by the President must be prepared that explains the presentation in relation to the outcome of the EB Strategic Workshop.	SH SEC
EB5/10-04	The Secretariat was instructed to prepare a matrix that maps the priorities identified by the Board against those identified by the member organisations in the recent survey. This matrix should be circulated with the presentation of the results of the survey and the Presidents letter noted above.	SH SEC
EB5/10-05	The Board validated the priorities that it identified during the Strategic Workshop as being coherent with the priorities identified by the member organisations during the recent survey. The Board decided that all key comments from the debate in the General Assembly on the future of the ACE should be compiled with the outcomes of the Strategic Workshop into a single report and that this report should be circulated to all member organisations before the end of June 2010. Before circulation, the Board is to be given the opportunity to comment on the content of the report.	SH SEC ALL
EB5/10-06	The Executive Board mandated a group consisting of the President, the Vice-President, the Treasurer and W Haack to prepare scenarios for the future division of roles and responsibilities between the Board and the permanent structure of the ACE before the end of June. The proposals that emerge are to be circulated to the full Board for comment and for guidance on how and when	SH JL CL WH

	they should be disseminated to member organisations.	SEC
EB5/10-07	The Executive Board recalled that a firm decision had been taken at the time of the negotiation of the retirement of the Secretary General that no replacement would be sought during 2010 and that transitional arrangements would be agreed to ensure the day-to-day management of ACE affairs. The transfer of all duties and responsibilities of the Secretary General into the job description of the Director, A Joyce has ensured this necessary continuity. It recalled that this earlier decision had been taken in order to ensure good financial management of the ACE.	SEC
EB5/10-08	The EB adopted the decisions of the previous meeting (EB4/10) with agreement that the comments sent by CL should be incorporated before circulation to the member organisations.	SEC
EB5/10-09	The EB commented on the draft decisions of the General Assembly, stating that there will be a need, in the notes of the meeting, for a <i>post-meeting note</i> after decision D-AG1/10-6, that will inform the member organisations of the decision of the EB to agree to hold a special meeting in September 2010 that will allow for full input to the proposed future priorities and structure of the ACE. In addition, a mention of the full and informative report of the President on the steps taken since the General Assembly in November 2009, should be added to decision D-AG1/10-3. -With these comments the decisions of the General Assembly were approved for circulation.	SEC
EB5/10-10	The Executive Board considered the list of invitations to external meetings and decided that the persons named in the list below should represent the ACE. Where the Board decided that the ACE should not be represented, it is noted as such:  <b>15<sup>th</sup> June</b> International workshop on building airtightness (No representation) <b>16<sup>th</sup> &amp; 17<sup>th</sup> June</b> Shelter Project –Kick off Steering Committee – Paris (A Joyce) <b>18<sup>th</sup> &amp; 19<sup>th</sup> June</b> Work Group Education in Dubrovnik (A Joyce) <b>21<sup>st</sup> June:</b> Housing Informal Ministerial, Toledo (L Dunet) <b>22<sup>nd</sup> June:</b> Urban Development Informal Ministerial, Toledo (L Dunet) <b>23<sup>rd</sup> June:</b> Future of Cities Conference, Paris (No representation) <b>24<sup>th</sup> June:</b> Construction Information Platform – 2 <sup>nd</sup> Monitoring and Steering Group Meeting, Brussels (A Joyce) <b>29<sup>th</sup> June</b> EHF (European Housing Forum) Lecture (A Joyce) <b>8<sup>th</sup> July</b> General Assembly of the Energy Efficient Buildings Association (P Benuska or P Cadima to be delegated, if available) <b>4<sup>th</sup> to 8<sup>th</sup> Sept</b> Chania 2010 – Heads of Schools of Architecture and ENHSA (J Leyssens, D Borak, A Joyce and possibly, W Haack) <b>17<sup>th</sup> &amp; 18<sup>th</sup> Sept:</b> BAK General Assembly – Invitation (S Harrington) <b>20<sup>th</sup> Sept:</b> EHF Meeting – Brussels (A Joyce) <b>12<sup>th</sup> October:</b> ECCREDI Council Meeting – Brussels (A Joyce) <b>12<sup>th</sup> to 14<sup>th</sup> Oct</b> IQPC Conference on Façade Design, Engineering & Delivery Europe – Frankfurt (No representation)	SEC
EB5/10-11	The EB requested that the Secretariat inform the ACE member organisations in both Sweden and Cyprus that their delegations to the Director General meeting in Madrid in April spoke out against any mention of architecture in the Toledo Declarations on Housing and on Urban Development. They are to be asked if they can contact the relevant ministries to discover why and to seek to influence them to support the inclusion of architecture in the future.	SEC
EB5/10-12	The EB agreed that the President should write a letter, in consultation with the Treasurer, to the member organisations alerting them to the difficult financial situation that faces the ACE in 2011 and in subsequent years in order that they	

	might already begin to consider the situation and be more prepared for the debate on the budget for the coming years that will have to take place at the next Finance Committee Meeting.	SH CL SEC
EB5/10-13	The EB agreed that a sub-group should be formed in order to assess and, if necessary, select the projects that will be exhibited in the exhibition of best examples of sustainable architecture in the European Parliament in the week commencing 29 <sup>th</sup> November 2010. The sub-group will consist of the President, the Vice-President, S Tiganas, D Borak, G Pendl (tbc) and the Director. The Secretariat were also requested to circulate to the full EB the recent call issued to member organisations and an electronic copy of the RIAI criteria for Sustainable Architecture used by it to assess which entry for its annual awards scheme should be given the award for most sustainable building.	SH JL ST DB GP SEC
EB5/10-14	The sub-group noted above is to prepare a detailed letter describing the process for the submission, selection and presentation of the ACE Exhibition, with emphasis on how the School of Architecture from the Catholic University of Louvain-le-Neuve will assist the ACE in cost-effectively producing a high quality exhibition. The letter will be sent to all member organisations before the end of June.	SH JL ST DB GP SEC
EB5/10-15	The EB accepted the proposal described by Mirza & Nacey as being the only basis on which additional questions could be included in the Sector Study that reflect the interests of the sponsoring partners of the ACE 20 <sup>th</sup> Anniversary events as it will appear on separate web pages and be reported directly and confidentially to the sponsoring partners and not appear in the final version of the report to be delivered to the ACE.	JL SEC
EB5/10-16	The EB decided to establish a steering group for the 2010 Sector Study to consist of the Treasurer, S Tiganas and the Director. Within the Secretariat, C Andre will be closely involved in the necessary work of the ACE on the preparation and running of the 2010 Sector Study.	CL ST SEC
EB5/10-17	Following the presentation of the potential benefits to sponsoring partners of the ACE 20 <sup>th</sup> Anniversary Events, the EB confirmed that it had no objection to the proposals presented to it and it noted that a meeting with all confirmed sponsoring partners is scheduled to take place on Tuesday 15 <sup>th</sup> June in Brussels. The EB also requested that a firm commitment and a full payment deadline is agreed with all sponsors to avoid any financial risks to the ACE.	ALL
EB5/10-18	In relation to the ordinary session of the General Assembly that will follow the ACE 20 <sup>th</sup> Events on the 4 <sup>th</sup> December, the EB agreed that it should be scheduled to last from 09h00 to 17h30.	SEC
EB5/10-19	The EB members agreed to consider who they believe should be invited to the ACE 20 <sup>th</sup> Anniversary Events and to share contact details with the Secretariat, which will compile a single consolidated list. To initiate the process, the Secretariat will prepare a first listing and circulate it to the members of the Board.	SEC ALL
EB5/10-20	The debate in the EB on the relationship between the ACE and the UIA, indicated a strong willingness to strengthen the relationship and especially to identify potential tangible benefits that could be worked for by the two organisations. This could include, for example, the display of the ACE Exhibition on sustainable architecture at the UIA World Congress in Tokyo in 2011.	ALL SEC
EB5/10-21	After careful consideration of the offer of the CSCAE that the ACE take over	

	the general management of the UIA CPD Programme, the Executive Board decided not to accept the offer as it does not have the financial and human resources needed to run the Programme. Furthermore it noted that the commercial nature of the UIA CPD Programme could conflict with the Statutes of the ACE.	SH SEC
EB5/10-22	The EB agreed that J Leyssens should seek to meet with representatives of the AIA in Washington while he is there on holidays this summer in order to advance negotiations on the revision of the ACE-AIA Accord with a view to potentially have the signing of the revised Accord at the General Assembly on the 3 <sup>rd</sup> December in the European Parliament.	JL SEC
EB5/10-23	The EB supported the proposal of the Joint Working Party of the ACE and the EAAE that a formal memorandum of agreement on the extent and nature of collaboration between the two organisations should be worked out with a target of having a formal signing during the General Assembly on the 3 <sup>rd</sup> December in the European Parliament.	DB SEC
EB5/10-25	The EB noted the intention of both the coordinator for TA1 and the coordinator of TA2 to seek to organise full coordination workshops of their relevant Thematic Areas before the scheduled General Coordination meeting on the 24 <sup>th</sup> September. It also noted with gratitude the offer of the Union of Architects of Bulgaria to host a meeting of the TA3 Work Groups on the 20 <sup>th</sup> September in Sophia. It expressed concern that it may prove difficult to arrange all of these meetings, especially as the Work Group on Scope of Services has already scheduled its next meeting on the 20 <sup>th</sup> September in London and that there is a request to hold the next Finance Committee meeting on the 23 <sup>rd</sup> September in Brussels.	

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