

## Internal Affairs

### Fifth Meeting of the Executive Board in 2011, Paris

#### Decisions of EB4/11 and Review of Open Decisions taken at previous EB Meetings

#### Final

#### Introduction

The table below contains information about all decisions taken at recent Board meetings and highlights outstanding actions. It will be reviewed at each board meeting to track progress on decisions and agreed actions:

Reference	Decision	Action	Comments
EB4/11-01	The Executive Board adopted the Agenda for its Fourth Meeting in 2011 with one addition under item 4.3.3 which is the ACE handling of EU Wide Design Contests and it agreed to take issues that are in need of a decision first.		
EB4/11-02	The Executive Board mandated the Secretariat to ensure that notes and decisions of Executive Board meetings are ready for circulation to member organisations within 14 days of the relevant meeting as per ACE Statutes and By-laws. At a maximum and exceptionally this period can be extended to 21 days, upon prior EB approval	SEC	
EB4/11-03	The Executive Board of the ACE adopted the notes of its third meeting in 2011 without comment or change.	SEC	
EB4/11-04	The Executive Board mandated the Secretariat to approach three forward-thinking web-design companies based in Belgium to invite them to make initial assessment, brief and re-design proposals for the update of the existing ACE web site including costs estimate. The deadline to receive a feed back from these web-design companies is the beginning of July 2011 so	SEC	

	that the Board can make a decision, give a go-ahead and an approved concept can be presented to the General Coordination meeting on October the 6 <sup>th</sup> .		
EB4/11-05	The Executive Board requested that the ACE Secretariat investigate how to make the graphic of the ACE electronic Alert more attractive visually as well as through content.	SEC	
EB4/11-06	As majority of the EB has not received the call, the Secretariat was asked to resend the letter calling for nominations of ACE experts from Member Organisations to all Members of the Executive Board for their information.	SEC	
EB4/11-07	The Executive Board approved and mandated Georg Pendl to represent the ACE at the meeting with the European Commission on the subject of the ACE Submission on Public Procurement and asked the Secretariat to liaise and assist GP in order to arrange a meeting at the earliest possible time. This action is urgent.	GP SEC	
EB4/11-08	The Executive Board requested A. Joyce to complete the matrix of priorities with the information he has gathered from his gap analysis in order to provide a final or near final version of the matrix than can form the basis of detailed work and planning. In doing this work the revised terms of reference of Work Groups currently being completed must be taken into account. This work is expected to be completed by the third week in June 2011.	SEC	
EB4/11-09	The Executive Board mandated Pierre-Henri Schmutz to contact Tilman Prinz in order to advance the issue of the necessity to revise the By-laws of the ACE. It also agreed to include in consideration the notes sent by W Haack, expand point 3, add the issue about voting at the General Assembly and to target a final proposal for consideration at the General Coordination meeting in the autumn, having presented it to the EB in advance of	PHS SEC	

	that meeting.		
EB4/11-10	The Executive Board requested the Secretariat to carry out a statistical projection based on received claims for expenses on the expected total amount of expenses for the Executive Board in 2011. Board Members also committed to submit all their claims to date for 2011 to the Secretariat.	SEC	
EB4/11-11	The Executive Board agreed in principle to the skeleton budget for 2012 and in particular to the proposed overall increase of 5%. It noted that further adjustments will be needed as information for 2012 becomes clearer and that in particular the subscription will change when GDP figures for 2010 are made available in the late summer 2011.	SEC	
EB4/11-12	The Executive Board, following a detailed report from the Treasurer agreed that Spain can benefit from the Solidarity Fund to the extent of 20% of its subscription in 2011. Given that only one other claim has been received and it is below 20%, the threshold is to be reduced to 15% and a fresh call made to member organisations.	CS SEC	
EB4/11-13	The Executive Board noted that Lithuania has now paid a substantial part of its subscription for 2010 and all of its subscription for 2011. They therefore decided that no particular action is needed at the present time in this case		
EB4/11-14	The Secretariat will prepare a DRAFT letter for the President and co-signed by the Treasurer, to be addressed to the observer member from Bosnia Herzegovina recalling that the subscription of 2010 has not yet been paid. The letter will state that unless payment is received by 31 <sup>st</sup> of August then their membership of the ACE will be suspended. DRAFT letter to be circulated before mid-June 2011.	SH SEC	

EB4/11-15	The Executive Board accepted the recommendation of the Treasurer, C. Savva, that the draft letter to the Treasurer should be sent on Monday 23 <sup>rd</sup> of May .	SH SEC	
EB4/11-16	The Executive Board agreed to tidy up and re-read the draft letter to the CSCAE and to send it as soon as possible to the President of the CSCAE. The DRAFT response to be circulated to SH, WH before 3 <sup>rd</sup> week in June '11.	SH WH SEC	
EB4/11-17	The Executive Board noted a number of occasional requests from member organisations to endorse various exhibitions and promotional events undertaken at national level asking for an ACE logo or letter of support to be publicised. The Board agreed that such support is both useful for member organisations as well as for the promotion of the ACE at no particular cost. As a result, it agreed that the ACE can respond positively to the approach by the Ugo Revolta Social Housing Prize, the reconstruction conference in L'Aquila and the request of the CNAPPC to give support to its position that pavilions for the Milan Expo 2015 should be the subject of Architectural Design Contests.	SH SEC	
EB4/11-18	The ACE will prepare a letter of support to endorse the initiative in Serbia to establish a Chamber of Architects.	SH SEC	
EB4/11-19	The Executive Board of the ACE mandated the Secretariat to write corrections for the notes of the UIA – ACE Dublin meeting to include corrections to the table attached to that meeting. The Secretariat is also to seek a practical way forward that will not be burdensome on either organisation. This has to be completed before 10 <sup>th</sup> June and circulated, also to allow the President to represent the ACE position at UIA Region II meeting.	SH SEC	

EB4/11-20	The Executive Board endorsed the personal decision of Selma Harrington to attend as the ACE representative the UIA congress in Tokyo in September 2011. The President will also undertake a series of meetings with International Presidents aligned with the ACE mission and interests in furthering MRA's as appropriate. She will be assisted in preparing for this mission by the Secretariat and ACE Experts, with a briefing note and presentation ready before the end of August 2011.	SEC SH	
EB4/11-21	The Executive Board agreed that the ACE takes the 15 m <sup>2</sup> offered and that the ACE Secretariat can arrange for the projector or hard disk and screen for the electronic exhibition together with a table and two chairs. Documentation to be sent is to include the maximum of copies of various ACE publications available from current stock without completely depleting the reserves.	SEC	
EB4/11-22	The Executive Board of the ACE agreed that the Secretariat should look into providing the information from DG Development (Voice Agency) and through the ECTP Research Agenda, and explore the possibility of giving greater profile to architecture humanitarian groups through such connections.	SEC	
EB4/11-23	The Executive Board of the ACE mandated the Secretariat to prepare a draft reply to the letter of André Bokov of the UAR, to suggest closer collaboration on non controversial issues and that carefully addresses issues that may be sensitive to members countries on the borders of Russia. In doing so it must be recalled that the ACE maintains relations with UIA Region II of which Russia is a member. DRAFT response to be sent to President before 10 June 2011.	SEC SH	
EB4/11-24	The Executive Board asked the Secretariat to revise the DRAFT letter to Rob Docter/EFAP and send it after President's approval. This DRAFT letter needs to be circulate to SH, copy to LD before 10 June 2011. The	SH LD SEC	

	Executive Board asked the Secretariat to ensure that the relevant bookings and reservations are made for Lionel Dunet for the EFAP Board meeting on the 2 <sup>nd</sup> of July in Lisbon.		
EB4/11-25	<p>The Executive Board considered the various invitations for external representations and agreed to the following list:</p> <p>24 May IMCO Hearing on Public Procurement: G Pendl, T Maibaum</p> <p>25 May IMCO Hearing on Services Directive: J Jobi</p> <p>26 May SKA Conference, Bratislava: A Joyce (Invited)</p> <p>31 May Meeting with Jurgen Tiedje: Toal O'Muiré, A. Joyce</p> <p>6 June EESC Day for Liberal Professions: A Joyce</p> <p>15-16 June Shelter Steering Group Meeting, Delft: A Joyce, E Goni</p> <p>17 June UIA Region II Presidents and Balkans Conference, Istanbul: S Harrington (invitation)</p> <p>20 June TrainRebuild Steering Group, Brussels: A Joyce, E Goni</p> <p>21 June ESF Policy Committee Meeting, Brussels: Ian Pritchard (if paid by RIBA)</p> <p>21 June EHF Meeting and Lecture: P. Colombier</p> <p>30 June Conference on the Modernisation of EU PP Policy: G Pendl, T Maibaum</p> <p>2 July EFAP Board: L. Dunet</p>		

	<p>8 July Professional Card Steering Group: Brussels: A Joyce</p> <p>2 Sept ENHSA III Closing Conference, Chania: S Harrington, W Haack, A Joyce (?) TO BE DISCUSSED</p> <p>3-6 Sept Heads of Schools Meeting, Chania: S Harrington, W Haack, A Joyce (?) TO BE DISCUSSED</p> <p>6 Sept EHF Lecture, Brussels: P. Colombier</p> <p>9 Sept Professional Card Steering Group, Brussels: A Joyce</p> <p>9 Sept ECF Meeting, Brussels: A Joyce</p> <p>19 Sept ENACA (?)</p> <p>16-21 Sept EFAP Meeting, Poland: S Harrington, L Dunet, A Joyce</p> <p>25-30 Sept UIA Congress and General Assembly, Tokyo: S Harrington</p> <p>11 Oct EHF Lecture, Brussels: P. Colombier</p>		
EB4/11-26	The Executive Board endorsed the proposal of W. Haack that a conceptual paper be prepared by A. Joyce and J. Jobi on the steps to be taken by the ACE to have a structured approach to the preparation of its response to the Green Paper due for publication on the 22 <sup>nd</sup> of June 2011.	JJ SEC	
EB4/11-27	The Executive Board reiterated the long-standing policy of the ACE to lobby for a minimum 5 years duration for architectural education supplemented by two years professional practice experience. As a result it did not agree that a new task debating other models should be assigned to the Work Group Professional Qualifications Directive.	SEC	

EB4/11-28	The Executive Board recalled, for the Secretariat, its earlier decision that a detailed paper outlining the benefit of ACE – EAAE collaboration and appraisal of JWP must be prepared and circulated by the end of June 2011.	SEC	
EB4/11-29	The Executive Board decided that the Finance Committee meeting and the General Coordination meeting scheduled on the 15 <sup>th</sup> and 16 <sup>th</sup> of September should be moved to the 6 <sup>th</sup> and 7 <sup>th</sup> of October respectively. It also mandated the Secretariat to immediately announce this change to all member organisations. In the revised schedule the General Coordination meeting shall now take place on Thursday 6 <sup>th</sup> of October with the Finance Committee meeting on the morning of the 7 <sup>th</sup> of October and the Executive Board meeting on the afternoon of the 7 <sup>th</sup> and the morning of the 8 <sup>th</sup> of October. The updated year Calendar is requested to be circulated to the EB members in pdf form, as soon as it is available, not later than 10 June 2011.	SEC	<b>Important Note:</b>  Following the announcement of this decision by the SEC; many MOs objected to the change of dates proposed for the Finance Committee and so a decision was taken to maintain the original dates for the General Coordination and Finance meetings.

Matters still outstanding or on-going from EB3/11:

Reference	Decision	Action	Comments
EB3/11-03	The EB requested that A Joyce prepare a Briefing Note for EB4/11 that reflects on the possible actions that the ACE could undertake in order to address the issue of setting a path for the definition of what the future holds for the architectural profession. It was suggested that it might form part of the deliberations during the planned EB Workshop.	SEC	At EB4/11 it was noted that this has not yet been done. AJ will ensure that it is undertaken before the General Coordination meeting on 16 <sup>th</sup> September

Matters still outstanding or on-going from EB2/11:

EB2/11-13	In relation to the gathering of case studies that illustrate the problems faced by the profession in applying for public works under the transposed provisions of the Public Procurement Directive, the EB requested that the SEC ask the country that made the suggestion to prepare a template and to provide a worked example before the request is sent to all MOs.	SEC	At EB4/11, the SEC reported that this action has been undertaken and a response is awaited
EB2/11-14	The EB agreed that a trial-run of fusing the TA Workshops over one and half days with the General Coordination should be tried out in September 2011.	SEC	
EB2/11-15	The EB decided that the work in WG Health & Safety could be suspended for the time being as there are no pressing issues that it is currently working on. A letter to the Chair and to EFCA on this decision must be prepared and sent as soon as practicable.	PK SEC	At EB3/11, the SEC reported that the EFCA wish to postpone the suspension of work until such time as a clear record of the current state-of-play is available. Such a document will facilitate the re-starting of work in the future and is yet to be prepared
EB2/11-16	The SEC was requested to check the document containing the Matrix of priorities and to ensure that all WG are included even if there is no direct connection to an identified priority.	SEC	At EB4/11, the SEC reported that this is yet to be carried out
EB2/11-23	In his absence, the EB requested that M Latini prepares a detailed Briefing Note in time for EB3/11 on his proposal that the ACE should consider beginning a collaboration with the JRC <sup>[1]</sup> of the European Commission. It stated that a wider consultation on the idea should take place within the ACE before any formal contact is established with the JRC	ML SEC	At EB3/11, the SEC reported that ML has not yet delivered the expected note. The issue will therefore be postponed to a later EB meeting

Matters still outstanding or on-going from EB6/10:

<i>EB6/10-18</i>	<i>The Secretariat was requested to prepare a Briefing Note on the role of the ACE that highlights the benefits that membership brings to its member organisations for presentation at the next EB meeting. Subsequently, President requested that the text with the ACE achievements in the past 20 years be circulated to a number of 'veteran' delegates who can reasonably be expected to contribute, with a deadline for reply to be determined by the Secretariat.</i>
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**END OF TABLE**

[\[1\]](#) Joint Research Centre, located in Ispra, Italy