



Regional School of Public Administration (Phase 1)

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ReSPA/SC(2008)A/3

**8th SESSION OF THE RESPA STEERING COMMITTEE
PODGORICA, MONTENEGRO
FROM 1700, 26 MAY 2008 TO 1700, 27 MAY 2008
DRAFT AGENDA**

**26TH MAY 1530 TO 1700
SITE VISIT TO DANILOVGRAD**

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| 1. ADOPTION OF THE AGENDA | ReSPA/SC(2008)A/3 |
| 2. APPROVAL OF THE LIST OF DECISIONS, 7th SESSION OF THE ReSPA STEERING COMMITTEE | ReSPA/SC(2008)M2 |
| 3. INSTITUTIONALISATION | |
| 1. debrief of visit to the ReSPA site in Danilovgrad | |
| 2. Agreement on the text of the International Agreement establishing ReSPA, for submission to formal government processes | ReSPA/SC(2008)2/001(rev) |
| 3. Agreement on Budget, cost model, and possible "cap" clause in the International Agreement | |
| 4. Signature Process | ReSPA/SC(2008)3/001 |
| 5. Agreement on text of the Letter of Intent | ReSPA/SC(2008)3/002 |
| 6. Action Plan | |
| 4. FOLLOW-UP TO THE 7TH SESSION OF THE STEERING COMMITTEE | |
| 1. Training activities for 2008 | ReSPA/SC(2008)M2 |
| 2. Training costs analysis | ReSPA/SC(2008)3/003 |
| 5. ANY OTHER BUSINESS | |

ANNOTATIONS TO THE AGENDA

1 ADOPTION OF THE AGENDA	ReSPA/SC(2008)A3
<p>The Steering Committee is invited to:</p> <ul style="list-style-type: none"> • Adopt the meeting agenda 	
2 APPROVAL OF THE LIST OF DECISIONS, 7TH SESSION OF THE STEERING COMMITTEE, MAASTRICHT, APRIL 2008.	ReSPA/SC(2008)M2
<p>According to Article 14 of the Rules of Procedure, the Secretary submits to the Members of the Steering Committee the list of decisions within 7 days after the session for comments during the following 2 weeks.</p> <p>Taking into account the delayed circulation of the List of Decisions of the 7th session, the deadline for informal approval of the list of decisions will coincide with the formal approval, which according to Article 14 of the Rules of Procedure should take place at the beginning of the next session.</p>	
<p>The Steering Committee is invited to:</p> <ul style="list-style-type: none"> • Approve the list of decisions of the 7th Session of the Steering Committee. 	
3 INSTITUTIONALISATION	
<p><i>3.1 Debrief of the visit to the ReSPA site in Danilovgrad</i></p> <p>By decision of the 6th Steering Committee (30-31 January 2008), the location of ReSPA has been fixed at Danilovgrad (Montenegro). The Montenegrin Authorities are now working on the buildings. Taking the opportunity of this Steering Committee taking place in Podgorica, the SC Members will visit the future ReSPA site in the municipality of Danilovgrad. The visit will take place on Monday, 26 May, between 15.30 and 17.00 (logistical details to be notified).</p>	
<p>The Steering Committee is invited to:</p> <ul style="list-style-type: none"> • Note the progress made by the Montenegrin Authorities 	

<p>3.2 <i>Agreement on the text of the International Agreement establishing ReSPA, for submission to formal government processes</i></p>	<p>ReSPA/SC(2008)2/001(rev)</p>
<p>The Steering Committee has decided to establish ReSPA as an International Organisation based in Montenegro.</p> <p>To this end, a draft International Agreement has been drafted, which the Steering Committee considered at its 7th session in April 2008. A redrafted version of this draft Agreement was subsequently circulated to the SC Members on 30/04/08. The SC Members will recall that they have accepted to consult, on the basis of 30/4 version, with their key Ministries. For the 8th session SC Members should be ready to represent their government's views on the draft. The objective of the 8th session is to agree the draft so that it can be put in national government decision processes.</p>	
<p>The Steering Committee is invited to:</p> <ul style="list-style-type: none"> • Agree on the text of the International Agreement establishing ReSPA, for submission to formal government processes 	
<p>3.3 <i>Agreement on cost model, framework for financial policy and possible "cap" clause in the International Agreement</i></p>	
<p>The ReSPA team at the OECD has converted the cost elements provided by Montenegro into a base for decisions on financial policy (costs, country contributions, charging plans etc). This should allow the Steering Committee to fix a financial policy framework and to decide the level of the possible budgetary "cap" for the first 2 years of ReSPA operations.</p> <p>The Steering Committee will be invited to decide on the budget envelope for ReSPA and the respective formulation of the International Agreement.</p>	
<p>The Steering Committee is invited to:</p> <ul style="list-style-type: none"> • Agree on the financial framework of the future ReSPA International Organisation and decide on the possible "cap" clause in the International Agreement 	

3.4 <i>Agreement on the signature process</i>	ReSPA/SC(2008)3/001
A note on the signature process was circulated to the Steering Committee Members on 30/04/08. At its 8 th session, the Steering Committee is invited to review and agree the proposed process.	
The Steering Committee is invited to: <ul style="list-style-type: none"> • Agree on the signature process 	
3.5 <i>Agreement on text of the Letter of Intent</i>	ReSPA/SC(2008)3/002
As per the Steering Committee decision, ReSPA Members, at a senior level, will be invited to sign a Letter of Intent in June 2008 under the Slovene Presidency of the EU. The Letter would open the International Agreement for signature. The draft Letter of Intent was circulated to the Steering Committee Members on 30/04/08. At its 8 th session, the Steering Committee is invited to agree on the text of the letter.	
The Steering Committee is invited to: <ul style="list-style-type: none"> • Agree on the text of the Letter of Intent 	
3.6 <i>Action Plan</i>	
The Action plan presented by Montenegro to the 7 th meeting of the Steering Committee has been revised according to the orientations given, and the actions concerning the site separated from those concerning other institutionalisation aspects.	
The Steering Committee is invited to: <ul style="list-style-type: none"> • Note the Action Plan for next steps in ReSPA development 	
4 FOLLOW-UP TO THE 7 TH SESSION OF THE STEERING COMMITTEE	
4.1 <i>Training activities for 2008</i>	<i>ReSPA/SC(2008)M2</i>
Options for additional training have been circulated as attachment to the draft list of conclusions.	

<p>The Steering Committee is invited to:</p> <ul style="list-style-type: none"> • Agree on the training programme for 2008 	
4.2 <i>Training costs analysis</i>	<i>ReSPA/SC(2008)3/003</i>
<p>The Steering Committee asked for an analysis of the cost drivers of past training activities. For time reasons this item was not discussed at the 7th meeting and is carried over the present meeting. The analysis of cost drivers is an important input to the development of ReSPA's business plan.</p>	
<p>The Steering Committee is invited to:</p> <ul style="list-style-type: none"> • Note the training costs drivers and their implications for the present and future ReSPA costs of training 	
5 ANY OTHER BUSINESS	