

DECISION 37/2012/GB

OF THE GOVERNING BOARD OF THE EUROPEAN POLICE COLLEGE

**ESTABLISHING THE WORKING GROUP FOR PLANNING, PROGRAMMING,
TRAINING NEEDS ANALYSIS AND BUDGETING**

Adopted by the Governing Board
on 13 November 2012

THE GOVERNING BOARD,

Having regard to Council Decision 2005/681/JHA of 20 September 2005 establishing the European Police College (CEPOL) and repealing Decision 2000/820/JHA⁽¹⁾, and in particular Article 10(10) thereof;

Whereas:

In accordance with Council Decision 2005/681/JHA and Decision 13/2012/GB laying down the criteria and procedure for the creation and functioning of CEPOL Working Groups and repealing Decisions 10/2007 and 11/2007 of the CEPOL Governing Board, it is for the Governing Board to establish a working group,

HAS ADOPTED THIS DECISION:

Article 1

The Working Group for Planning, Programming, Training Needs Analysis and Budgeting is hereby established in accordance with the Annex agreed by the Governing Board.

Article 2

This Decision shall take effect on the day following that of its adoption.

Done in Nicosia, 13 November 2012

For the Governing Board

Zacharias Chrysostomou
Chair of the Governing Board

⁽¹⁾ OJ L 256, 1.10.2005, p. 63.

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Needs Analysis and Budgeting

Annex

<p>TITLE OF THE WORKING GROUP</p> <p>Title:</p>	<p><i>Reference to the Working Group remit</i></p> <p>Planning, Programming, Training Needs Analysis and Budgeting Working Group</p>	
<p>INITIATORS OF THE WORKING GROUP</p> <p>Initiator 1:</p> <p>Initiator 2:</p> <p>Initiator 3:</p> <p>Initiator 4:</p> <p>Initiator 5:</p> <p>Initiator 6 (if applicable):</p> <p>Initiator 7 (if applicable):</p> <p>Initiator 8 (if applicable):</p> <p>Initiator 9 (if applicable):</p> <p>Initiator 10 (if applicable):</p>	<p>Member State</p> <p>Poland</p> <p>Finland</p> <p>Slovenia</p> <p>Romania</p> <p>Italy</p> <p>Greece</p> <p>Estonia</p> <p>Austria</p> <p>Belgium</p> <p>Bulgaria</p>	<p>Institution</p> <p>Bureau of International Police Cooperation, National Police Headquarters</p> <p>Not available</p>
<p>PURPOSE OF THE WORKING GROUP</p>	<p><i>Reference to the Working Group's specific remit (why shall it be created)</i></p> <p>New EU Financial Regulations will have significant implications on planning. Provided the Governing Board has sole responsibility for adoption of budget and WP, it shall participate in establishment of planning policy and procedures. External expertise of the Member States is strictly necessary to adhere to new planning/programming procedures.</p> <p>The WG shall review the current planning mechanism of programme planning and budgeting and elaborate proposals for activity based planning that contributes to increased efficiency and accountability of the CEPOL core business and implementation of sound financial management.</p> <p>The EU Commission within its opinion upon the CEPOL annual work programme 2011 and 2012 underlined the need of a tool upon the training needs analysis. There is no such tool so far, and in the meantime the entire process of planning and programming needs a careful consideration. It refers also to the fact that implementation of the training activities of CEPOL (courses, seminars, conferences and workshops) shall be balanced in such a way, that it takes place during the entire calendar year.</p>	

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	With regard to budgeting, one point shall be underlined as the issue of cardinal importance: there is the need of improvement of the planning within title III of the CEPOL annual budget, and it will be possible solely under the condition that practical solutions for eliminating the risk of over-calculation are prepared and adopted.
RATIONALE OF THE WORKING GROUP	<i>Based on Strict Necessity requirement and Art I.II of the GB Decision</i> According to the Council Decision 2005/681/JHA Article 10 point 9 it is the responsibility of the Governing Board to adopt: (c) by unanimity, the draft budget to be submitted to the Commission; (d) the work programme, after having consulted the Commission, to be submitted to the Council for approval. Article 15 point 4 of the same Decision stipulates, “Revenue and expenditure shall be in balance”.
PROPOSED DURATION OF THE WORKING GROUP	<i>Expected duration in months with explanation on the length (rationale)</i> 12 months to enable drafting all required documents (renewable)
ESTIMATED NUMBER OF MEETING DAYS	<i>Estimation for the whole duration of the Working Group</i> 8 days in total = 2 days (kick off meeting) + 3 days (2 nd meeting) + 3 days (3 rd meeting)
TENTATIVE BUDGET	<i>Budget estimation in Euros</i> € 12,600
SPECIFIC EXPERTISE OF MEMBERS	<i>In relation to the purpose (remit) of the Working Group; a description of key required features and specific area of expertise required</i> Knowledge and experience in depth in the area of implementation of the annual work programme of CEPOL. Activity based planning experience and knowledge. Expertise upon strategic planning and multi-annual programming. Expertise upon activity based budgeting. Proven expertise in development and implementation of training needs assessment tool.
NUMBER OF EXPERTS REQUIRED	<i>Reasoning for the number proposed</i> 7 experts to cover the required expertise + 1 facilitator to assist
LINK WITH CEPOL STRATEGY, ANNUAL WORK PROGRAMME AND BUDGET	<i>References to the CEPOL Strategic Goal(s) and Strategic Objective(s), activities in the Annual Work Programme, and Annual Budget</i> Goal 4: Strategic Objective 4.5 (budget management, WP) Goal 1: Strategic Objective 1.6 (quality learning)
OVERALL OBJECTIVE(S) OF THE WORKING GROUP	<i>SMART (specific, measurable, attainable, relevant, timely) objective(s)</i> 1. Review existing planning policy and WP management process 2. Describe the planning process (activity based and strategic planning, multi-annual programming, activity based budgeting) 3. Provide a tool for the training needs analysis and work out the planning methodology (activity based and strategic planning,

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	<p>multi-annual programming, activity based budgeting) 4. Draft the implementation timeline for activity based and strategic planning, multi-annual programming, activity based budgeting</p>
<p>EXPECTED RESULTS</p>	<p><i>Measurable and quantifiable output(s)</i></p> <ol style="list-style-type: none"> 1. Reviewed planning policy to reflect new planning methodology 2. Drafted procedure for new planning processes (activity based and strategic planning, multi-annual programming, activity based budgeting) 3. The annual work programme management procedure reviewed and a tool upon the training needs analysis provided; 4. Proposal for new planning and implementation timeline.