

Final April 6, 2011

Strategic Planning Subcommittee
WEDNESDAY, OCTOBER 13, 2010: 09:30 – 11:30
LE MÉRIDIEN HOTEL WIEN – VIENNA, AUSTRIA

Minutes

Present

Cecil Bykerk, Chairperson
Thomas Béhar
Estella Chiu
Maria de Nazaré Barroso
Yves Guérard
Toshihiro Kawano
Tatjana Racic-Zlibar
Tom Ross
Desmond Smith
Tom Terry

Ex officio

Katsumi Hikasa
Paul Thornton (for part of the meeting)

Observers

Jean-Louis Massé
Nicole Séguin, Executive Director

Regrets

Mike Hale

1. Review of Committee and Section Activities

Education Goals: the SPS received the discussion paper on education goals which had been discussed by the Education Committee at their meeting in Vienna. The comments from the Education Committee will be sent in the coming weeks. The next step will be to organize, before the end of the year, a joint conference call of the Executive and Education Committees and of the SPS.

Secretarial Note: the conference call took place on December 13. The document was updated following the call and the matter has now been referred to the Advice and Assistance Committee to conduct a survey of member associations with respect to their education needs (survey issued on February 11; responses due March 18; survey withdrawn March 10 for redesign).

Nominations Process: This was discussed at the Council meeting. The updated Nominations Committee Protocol, which now reflects the new governance and Statutes and Internal Regulations, will be sent to Council for approval by electronic ballot (*sent January 14; due March 16*). A Zoomerang survey will also be sent to Council to solicit their views on the various proposals put forth in the nominating process paper discussed at the Vienna Council meeting regarding nominations to NC and EC. A proposal for a further revised NC Protocol will be submitted to Council for approval in due course.

Secretarial Note: The survey was launched on November 30 with a deadline for response of December 24. The protocol was revised to reflect the results of the survey and sent to the Nominations Committee on January 24. This version of the revised protocol was sent to the Executive Committee and Strategic Planning Subcommittee on February 23 for comment by March 3. This version will be on the 30-day Council agenda for Sydney for discussion and for approval by electronic ballot thereafter.

2. Refresh of the Strategic Plan

The Secretariat had prepared a report lining up the committee activities to their terms of reference and to the strategic objectives; this report was circulated in advance of the meeting. None of the committees had provided their key performance indicators (KPIs). The document still needed some refinement. In particular, the KPIs were very important and needed to be identified. It was agreed that the KPIs needed to be goals the committee could control. One suggestion was to have two levels of KPIs: short term and long term.

It was agreed that the SPS would review the committee activities and confirm that they were appropriate and should continue. Tom Ross and Nicole Séguin undertook to review the document and confirm the assignments to the strategic objectives. (*Tom Ross submitted the results of his review on November 8.*)

Subcommittee members were assigned to the following committees with the idea that they would review the work of the committee and liaise with the chair on identification of their KPIs.

Thomas Béhar	A&A, Insurance Accounting
Tatjana Racic-Zlibar	Accreditation
Maria de Nazaré Barroso	Social Security
Tom Ross	Professionalism, Pensions
Tom Terry	Insurance Regulation, Education
Toshihiro Kawano	Enterprise and Financial Risk, A&A
Estella Chiu	Education
Garth Griffin	Accreditation, Insurance Accounting
Mike Hale (replaced by Mike McLaughlin)	Insurance Regulation, Professionalism
Jukka Rantala (replaced by Malcolm Campbell)	Pensions, Social Security

3. Other Business

Thomas Béhar reported that he had made a presentation at the Presidents' Forum on the risk assessment of the IAA strategic plan in which the participants had discussed in smaller groups the levels of success. Thomas advised that he would present at the Presidents' Forum in Sydney on the reaction from the SPS on their risk assessment.

The minutes of this discussion will be sent to SPS for information.

It was also suggested that the SPS should be reviewing and updating the paper on the participation of non-native English speakers (NNEs) in IAA meetings adopted by the Member Services Committee in 2024. In particular, it needs to reflect that PowerPoint presentations are a useful tool for managing the agenda of the various committees and Council and facilitate understanding of the discussion for NNEs (this is already being used for Council and to some extent at the Presidents' Forum). Other improvements can most likely be made. It was suggested that Malcolm Campbell could assist with this.

4. Next meeting

The next meeting should be a conference call in advance of a face-to-face meeting in Sydney.