



**EXECUTIVE COMMITTEE MEETING  
Rome, Italy, 16 February 2018**

For a list of those present and those sending apologies, see Annex 1.

**Minutes:** Andrea Scott-Lewis (Secretary)

**(1) Opening Remarks**

MP welcomed all to Rome and the meeting and introduced Piero Magnante, President of the Italian Customs Association who joined the start of the meeting.

JH gave apologies for RD and welcomed ASL attending her first meeting as Secretary of ECSA. He also welcomed special guest LL and Webmaster JK. He thanked MP and Italian Customs for hosting the meeting so soon after returning from secondment in Brussels.

JH and TDG met with newly appointed DG of the Italian Customs and Monopolies Agency, Giovanni Kessler (GK), JH had written to him in 2017 after his appointment explaining about ECSA and its activities. GK was interested in ECSA and in particular the 4 Day Marches. He will be at the DG Club so JH is hopeful that he will show support of ECSA.

**(2) Approval of the Agenda**

JK will take item 10 (ECSA Website) and MP gave an overview of the programme. JH thanked MP for the organisation and hotel which was lovely.

Vice President Sandro Di Filippo and National Secretary Franco Bellisai from Italian Customs Association called in to say hello.

Items to be included: SMH – inclusion of the revision of the List of Expenses under Item 7, Fitness Week under Item 4, checking Website for required updating under Item 10 and giving ECSA status to events without ECSA approval; TDG – Sniffer Dog Championships under Item 8; MP – Update on International Customs Day under Item 9. Revised agenda approved.

<b>Item</b>	<b>Narrative</b>	<b>Lead</b>
	Attending: JH, AK, SMH, ASL, TDG, PL, MP, JK, LL	
	Apologies: RD	JH
<b>(1)</b>	Opening Remarks	JH
<b>(2)</b>	Approval of the Agenda	JH
<b>(3)</b>	Minutes of previous meetings: EC 19 October 2017: <i>to be agreed (A1)</i> AGM 20 October 2017: <i>to be noted (A2)</i>	ASL ASL

<b>(4)</b>	Matters Arising: <i>update on Action Points (B)</i>	ASL
<b>(5)</b>	Treasurer's Report	SMH
<b>(6)</b>	Review of AGM in Bordeaux and proposed Annual Report <b>(C)</b>	ASL
<b>(7)</b>	Review of Organisers Checklist <b>(D)</b>	ASL
<b>(8)</b>	Review of Event Calendar: Pool in Malta; 6 a side Football in Luxembourg	JH
<b>(9)</b>	TAXUD Meeting – Update	MP
<b>(10)</b>	ECSA Website	JK
<b>(11)</b>	Any Other Business	JH
<b>(12)</b>	Date and venue of next meeting	JH

### **(3) Minutes of previous meetings**

#### **EC 19 October 2017: *to be agreed***

Minutes approved with no revisions.

#### **AGM 20 October 2017: *to be noted***

Page 2: TDG requested sight of the Minutes of the DG Club Meeting

Page 5: Member States uploading photos to a gallery – JK has it on his to do list

Page 6: Meeting agreed to add wording on change of date of the 6 a Side Football

Page 8: PL asked if there had been any further contact with Bosnia-Herzegovina. JH reported that after initial contact there has been nothing more so a representative was not invited to the EC.

Page 9: Spelling error of Marco Paladino's name.

JH had nothing more to report on the illnesses of Alonas Ritvas of Lithuania and former President, Lieven Muylaert.

JH reported there has been no further contact from Croatia or Ireland.

#### **AP 06/18: JH to obtain a copy of the Minutes of the DG Club 2017**

#### **AP 07/18: JH to make enquiries with Ireland to establish if ECSA membership would continue**

#### **AP 08/18: JH to add the outcomes from the AGM group discussions to the agenda for the next meeting.**

#### **AP 09/18: All EC members should consider the outcomes from the AGM group discussions and narrow down to those suitable for introduction for discussion at the next EC meeting**

### **(4) Matters Arising: *update on Action Points***

*AP 09/11: Representatives having information about how ECSA contacts have benefitted member state administrations to send this to JH.*

JH reported that he is no longer receiving many replies from Member States, PL explained the difficulty in getting the information from colleagues who go direct to contacts rather than through reps. AK suggested adding information to the Home Page of the website, JK suggested a 'Shout Box' where information could be uploaded and Member States Intranet pages could be used to advertise for information. The action point will be discharged and ASL will include the request for information

on how ECSA contacts have benefitted member state administrations in her quarterly email to member states reminding them to report updates to the information on their web pages

*AP 01/18: JH to confirm Ireland's continuing membership of the Association and the identity of its new representative.*

JH sent an email to a colleague at Dublin Airport but was unable to gain any information on ECSA and whether they had plans to continue membership or appoint a new representative. He had no response from Mick O'Hanlon either. ASL has a colleague who has a contact in ROI Customs Football and will pass details to JH.

*AP 02/18: EC to progress the outputs from the smaller group discussions*

Ongoing – will be discussed at next EC meeting (see item 3 above)

*AP 03/18: AL and CO to see if they can get information from their administrations on the wellbeing benefits of time off for sport*

Ongoing – ASL will follow up with AL and CO

*AP 04/18: Prior to the 2018 Annual General Meeting, JH to canvass Member States for ideas for the small group discussions*

Ongoing – JH will bring this forward to before the next EC meeting so the EC can consider the suggestions

*05/18: The website to be on the agenda for the next EC meeting*

Discharged.

Fitness Week: The first event generated interest but TDG reported that it required a lot of effort for little response in the Netherlands. PL reported that his association offered a subsidy for all activities and got a lot of events. The meeting agreed to continue with the event for a further year and keep the date at the 1st week of September but be flexible on exact dates. The photo competition should include pictures only from the week (no videos) and a shortlist will be prepared for the AGM to decide. JK confirmed that voting can be set up on the website by posting the photographs and collecting the number of likes for each one to select the most popular ten or so. The prize will remain €100 for the winner, in the event of a tie in the final decision, a split of the prize money can be agreed at the AGM. SMH will produce a short article and a newsletter for all member states to publicise the 2018 event with some of the photographs from 2017 no later than May 2018.

**AP 10/18: ASL to include a request for information on how ECSA contacts have benefitted member state administrations in her quarterly email to member states**

**AP 11/18: SMH to produce a short article and devise a newsletter to aid member states to publicise Fitness Week 2018 by May 2018**

**AP 12/18: JH to include the Fitness Week on the AGM 2018 agenda to review the whole event.**

## **(5) Treasurer's Report**

SMH provided copies of the Balance Sheet and Financial Situation and explained the background to the costs. The bank admin was slightly higher than forecast due to annual fees on the account and the administration difficulties with the TAXUD payment were hopefully because it was the first payment. Only Ireland has not paid subscription but this will be progressed with the search for a representative. Promotional items will be included under AOB.

The meeting thanked SMH for his work and AK thanked the EC for the subvention for the volleyball.

## **(6) Review of AGM in Bordeaux and proposed Annual Report**

ASL explained the background to drafting an Annual Report, it is hoped it will save time at the meeting with no need to go round the table at the AGM reading out the contents of reports and it can also be posted to the website for site visitors to see what is happening around the member states. It will also provide a good handout at meetings to explain what ECSA does and can include financial reports and background information. The meeting agreed that ASL should collate reports from member states for the AGM and entitle the paper 'Member's Report'. MP will assist with graphics. An Annual Report can be prepared at the following EC meeting to include Accounts, President's Remarks, Calendars and other appropriate information if required.

MP suggested reviewing documents for font size and logo size to reduce the number of pages of minutes etc. The agenda should also be included (as shown above in item 2).

The preparatory meeting prior to the AGM should also continue. In a bid to get interest in standing for the EC, JH will circulate to the AGM for those interested to contact ASL for more information on what is required. JH will include an agenda item about Elections for the next EC to look at when each members terms conclude.

**AP 13/18: ASL to consult with MP and design a template for member states to use for the Member's Report**

**AP 14/18: JH to contact AGM members to generate interest in standing for EC and refer them to ASL for more information on what is required**

**AP 15/18: JH to include an agenda item about EC Elections at the next EC**

## **(7) Review of Organisers Checklist**

The meeting looked at the revisions ASL had suggested in the Organisers Checklist and agreed that she should continue with her work and bring a further draft to the next EC meeting. The List of Expenses form should also be reviewed and included with the Subvention Application.

**AP 16/18: ASL to continue review of Organisers Checklist and bring draft document to next EC meeting**

## **(8) Review of Event Calendar**

JH and ASL updated the meeting on the correspondence they had with Eamon Bugeja concerning the proposed Pool event in Malta. Requests from both JH and ASL to canvass the AGM for interest in an event have not been actioned and no invitation has been received for the April competition. ASL has also given Eamon's email address to the UK Pool organiser as he is in Malta the week commencing 19 February and will try to contact him. In the meantime, this event will be removed from the calendar.

The invitation to the 6 a side Football in Luxembourg has been received by Germany, Sweden and Finland for 15 June, although nothing received by Netherlands, UK or Czech Republic. Attempts to move the date were unsuccessful as the venue was not available. AK spoke to Daniel Koener on the telephone in the meeting and as the event is confirmed for 15 June, he will arrange for the invitation to be sent to all the ECSA representatives.

The date is the same as the planned EC meeting in Helsinki so JH will contact Stefan Aniszewski to see if the date of the EC can be changed. ASL can host the EC alongside the Tennis tournament 28/29

June in Bournemouth if the Finns cannot hold the event, or will find a hotel and meeting room in London for 15 June if all else fails.

For information - AK confirmed that Germany are holding a multi sport event 5-8 July 2018 and the invitation has been sent to some international organisations but this is not an ECSA event, the invitations are informal to outside administrations.

*2018*

ASL will research the possibility that an ECSA event can be added to the UK swimming championships in October 2018 in Corby, Northamptonshire.

The AGM will be held in Hamburg 26 October 2018, programme 25-28 October and a preparatory meeting will be held on 25 October.

Sniffer Dogs competition cancelled in Austria. TDG reported that the Netherlands had been invited to a competition in Latvia but were unable to attend as it was not an ECSA event, however it may be a way forward for the ECSA event in the future.

Open Day and 50th Anniversary of the Customs Union at the European Commission in Brussels  
The Open Day is 5-6 May 2018 and 50th Anniversary of the Customs Union is 1 July 2018. MP will try to attend the Open Day and JH will contact Isobel Maltby (IM) of TAXUD for an official invitation to the celebrations.

*2019*

EC meetings – JH will write to AGM representatives for volunteers to host the meetings in January and June.

Tenpin Bowling – LL will ask his association if they can host the event in 2019.

Shooting – possibility of holding a joint event between Germany and Netherlands

**AP 17/18: JH will contact Stefan Aniszewski about a possible change to the date of the EC meeting**

**AP 18/18: ASL to research ECSA Swimming in UK**

**AP 19/18: JH to find volunteer hosts for EC meetings in 2019**

**(9) TAXUD Meeting – Update**

MP updated the EC on his meeting with TAXUD on the Open Day and 50th Anniversary of the Customs Union. There is the possibility that ECSA could attend, MP is awaiting a response.

JH hopes to meet with IM whilst in Brussels. JH thanked MP for his efforts whilst on secondment in Brussels and both attended the International Customs Day on 26 January 2018, the highlight being the Mannekin Pis dressed as a Customs Officer and weeing Beer!

SMH asked if IM could provide details of the activities in member states for the 50th anniversary and if ECSA can get involved.

**AP 20/18: JH to progress the possibility of joint activities between the European Commission and ECSA for the 50th Anniversary**

**(10) ECSA Website**

The current Rules and Constitution are 2013 and 2007 respectively. ASL to check for more recent versions for uploading to the site and all members to look out for outstanding AGM Minutes for 1995, 2003, 2006 and 2008.

Fitness Week to be added and replace the anniversary logo with the standard one.

JK will try a 'Shoutbox' on events for members to comment and will also update the site so photos can be uploaded from events. Instagram is a social media site for photos and can also be linked to the website. Meeting agreed to start a page and see what activity we get.

MP will take responsibility for checking the ECSA website for updates.

**AP 21/18: ASL to confirm most recent Rules and Constitution and all EC members to look for outstanding AGM Minutes**

**AP 22/18: JK to include a Shoutbox and option for photos to be added the events on the ECSA website. Instagram account also to be set up**

**(11) Any Other Business**

- a) Promotional Items: Meeting agreed that TDG should re-order pens to a maximum budget of €2K MP will also investigate options for other items for discussion by email.
- b) ECSA status of events: This was raised when France issued an invitation to ECSA to a French event without approval from the AGM. JH explained the process to CO and ASL will incorporate process into the Organisers Guide. ASL will send reminders to organisers of events that invitations should be issued six months before events to allow maximum time to prepare entries and travel.
- c) AK: The budget is tight because of the current situation in Government and a change of DG is expected. The volleyball was a good event.
- d) SMH: Election in March 2018 for new president of the Sports Club as he is standing down in view of his pending retirement but he will continue as Treasurer.
- e) LL: Winter Games 2018, 130 people participated, down on the previous year. He thanked AK for the volleyball tournament and thanked JH for the invitation to the EC Meeting.
- f) JK: Thanked JH for the invitation and hopes to be at the AGM. He reminded the meeting to send web updates and event invitations.
- g) TDG: Thanked previous Secretary RD for prompt production of minutes. ASL responded it is quality not quantity and she who writes the minutes controls the meeting!
- h) PL: Must remember to make ECSA attractive to younger members – what sports are available and using social media.
- i) JH: Thanks for everyone's participation and efforts for ECSA. He thanked ASL for her first meeting, guests LL and JK and for JK's work on the website. Also to MP for organisation of meeting and special surprise of the set up of the meeting room and arranging meeting with DG Giovanni Kessler.

**AP 23/18: JH to include ECSA status of events on AGM agenda and next EC meeting will prepare a paper for AGM approval**

**(12) Date and venue of next meeting**

Still to be confirmed as per previous discussions.

## Annex 1

### Persons present and apologies received

Name	Role	Present/Apologies
Jan Hlinka (JH)	President	Present
Andreas Krueckeberg (AK)	Vice-President	Present
Andrea Scott-Lewis (ASL)	Secretary	Present
Svend-Mandel Hansen (SMH)	Treasurer	Present
Theo de Goeijen (TDG)	Ordinary Member	Present
Palle Lundborg (PL)	Ordinary Member	Present
Richard Dowling (RD)	Co-opted Member	Apologies
Marco Paladino (MP)	Co-opted Member	Present
Janne Kallio (JK)	Webmaster	Present
Lasse Lehtokangas	Guest	Present

## Annex 2

### Update on action points taken forward from previous meeting(s)

AP	BY	ACTION POINT
		<b>From Annual General Meeting of 01 October 2010</b>
09/11	ALL	Representatives having information about how ECSA contacts have benefitted member state administrations to send this to JH.
		<i>Discharged. ASL will include a reminder in quarterly email to member states</i>
		<b>From Annual General Meeting of 20 October 2017</b>
01/18	JH	JH to confirm Ireland's continuing membership of the Association and the identity of its new representative.
		<i>Ongoing. ASL will pass details of ROI Football contact to JH</i>
02/18	JH	EC to progress the outputs from the smaller group discussions.
		<i>Discharged. See new AP 08/18</i>
03/18	AL/CO	AL and CO to see if they can get information from their administrations on the wellbeing benefits of time off for sport
		<i>Ongoing. ASL will follow up with AL and CO</i>
04/18	JH	Prior to the 2018 Annual General Meeting, JH to canvass Member States for ideas for the small group discussions.
		<i>Ongoing. JH will bring this forward to before the next EC meeting so EC can consider suggestions</i>
05/18	JH	The website to be on the agenda for the next EC meeting.
		<i>Discharged.</i>

## Annex 3

### Record of Action Points taken forward

AP	BY	ACTION POINT
		<b>From Annual General Meeting of 20 October 2017</b>
01/18	JH	JH to confirm Ireland's continuing membership of the Association and the identity of its new representative
03/18	AL/CO	AL and CO to see if they can get information from their administrations on the wellbeing benefits of time off for sport
04/18	JH	Prior to the next EC meeting, JH to canvass Member States for ideas for the small

		group discussions
06/18	JH	JH to obtain a copy of the Minutes of the DG Club 2017
07/18	JH	JH to make enquiries with Ireland to establish if ECSA membership would continue
08/18	JH	JH to add the outcomes from the AGM group discussions to the agenda for the next meeting
09/18	EC	All EC members should consider the outcomes from the AGM group discussions and narrow down to those suitable for introduction for discussion at the next EC meeting
10/18	ASL	ASL to include a request for information on how ECSA contacts have benefitted member state administrations in her quarterly email to member states
11/18	SMH	SMH to produce a short article and devise a newsletter to aid member states to publicise Fitness Week 2018
12/18	JH	JH to include the Fitness Week on the AGM 2018 agenda to review the whole event
13/18	ASL	ASL to consult with MP and design a template for member states to use for the Member's Report
14/18	JH	JH to contact AGM members to generate interest in standing for EC and refer them to ASL for more information on what is required
15/18	JH	JH to include an agenda item about EC Elections at the next EC
16/18	ASL	ASL to continue review of Organisers Checklist and bring draft document to next EC meeting
17/18	JH	JH will contact Stefan Aniszewski about a possible change to the date of the EC meeting
18/18	ASL	ASL to research ECSA Swimming in UK
19/18	JH	JH to find volunteer hosts for EC meetings in 2019
20/18	JH	JH to progress the possibility of joint activities between the European Commission and ECSA for the 50th Anniversary
21/18	ASL	ASL to confirm most recent Rules and Constitution an all EC members to look for outstanding AGM Minutes
22/18	JK	JK to include a Shoutbox and option for photos to be added the events on the ECSA website. Instagram account also to be set up
23/18	JH	JH to include ECSA status of events on AGM agenda and next EC meeting will prepare a paper for AGM approval

#### **Annex 4**

#### **Events & Meetings in 2018**

<b>Activity</b>	<b>Date</b>	<b>Member State</b>	<b>Comments</b>
EC meeting	23 February	Italy	Rome
Skiing	04/03 – 11/03	Italy	
Customs Open Day	5-6 May	Belgium	Brussels
Mountain Biking	18 May	United Kingdom	Yorkshire
Table Tennis	Mid-May	Poland	Swider
Running	27 May	Belgium	Brussels
Football	15 June	Luxembourg	Stegen
EC meeting	15 June	Luxembourg	
Tennis	28 – 30 June	United Kingdom	Bournemouth
Customs Union 50th Anniversary	1 July	Belgium	Brussels

Walking	17 - 20 July	Netherlands	Nijmegen
Fitness Week	1st week Sept	All	
Running	07/09 - 09/09	Czech Republic	10K & 1 mile
Golf	18-19 September	Austria	Golf Resort Haugschlag
Road Cycling	21 September	United Kingdom	Yorkshire
<i>Swimming</i>	<i>05 October</i>	<i>United Kingdom</i>	<i>Corby</i>
Marathon	07 October	Hungary	Budapest
AGM	26 October	Germany	Hamburg

**Note:** Activities in *italics* are not yet confirmed.

## **Annex 5**

### **Events & Meetings in 2019**

<b>Activity</b>	<b>Date</b>	<b>Member State</b>	<b>Comments</b>
EC meeting	Late Jan/early Feb		
Skiing	Late Feb/early Mar	Italy	
Table Tennis	Mid-May	Poland	Swider
Mountain Biking	17 May	United Kingdom	
Running	26 May	Belgium	Brussels
<i>EC meeting</i>	<i>June</i>		
<i>Shooting</i>	<i>June</i>		
<i>Sniffer Dogs</i>	<i>June</i>		
<i>Walking</i>	<i>Mid-July</i>	<i>Netherlands</i>	<i>Nijmegen</i>
Fitness Week	September	Everywhere	
Running	Early September	Czech Republic	10K & 1 mile
Road Cycling	20 September	United Kingdom	
AGM	Late Sept/early Oct		
Marathon	Early October	Slovakia	Kosice
<i>Volleyball</i>	<i>November</i>		

**Note:** Activities in *italics* are not yet confirmed.