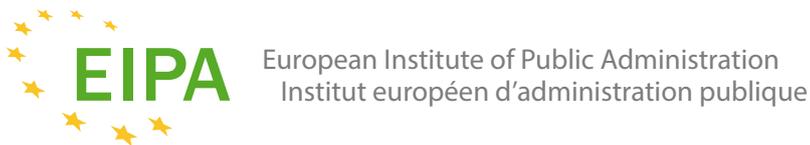


# Understanding EU Decision-Making: Principles, Procedures, Practice – A blended learning package

Maastricht (NL), 12-13 October 2017



[www.eipa.eu](http://www.eipa.eu)



## What is this course about?

This is an advanced introduction into how decisions are taken in the European Union, designed for people who need to get quickly up to speed and operate effectively in an EU environment.

## How will it help you?

The course reviews the essential elements that everyone needs to know: the different powers that have been given to the EU, the basic competences of the various institutions, and the main instruments and procedures that are involved. It goes through the different stages in legislative procedures. The elaboration of a Commission proposal is presented, with emphasis on public consultation and impact assessment. The course explains how a legislative proposal is then dealt with in the European Parliament and the Council, and the ordinary legislative procedure is illustrated by a case study. The final session reviews the system of delegated acts and implementing acts which are adopted at EU level in order to adapt or apply legislative acts.

The course includes a group exercise as well as a role play, and uses multiple examples and real life cases. It is also part of a blended learning package. Participants are sent a set of concise preparatory materials in advance to allow them to take full advantage of the course. In order to help retain and deepen the knowledge acquired afterwards, participants receive a copy of Edward Best's 2016 book *Understanding EU Decision-Making*, published by Springer with the support of the EU Publications Office, as well as enjoying access to an online platform.

# Programme

## THURSDAY 12 OCTOBER 2017

09.00 **Welcome and introduction to the course**  
*Edward Best*, Head of European Decision-Making Unit, EIPA, Maastricht.

09.15 **Principles and Structures of EU Decision-Making**  
The course begins with a review of the main principles and structures of the EU system. An overall picture is provided of the Union's institutional arrangements following the Lisbon Treaty, with emphasis on the new system of legally binding acts: legislative, delegated, implementing and other.

**Group exercise:**  
**Who does what in the EU institutional system?**

A simple model of the core EU policy cycle is then presented, indicating the main roles and functions which are involved. The participants divide into groups. The groups are invited to match schematic outlines and sets of institutional actors and instruments.

10.45 Coffee break

11.00 **The Commission and Legislative Proposals**  
The course then looks in more detail at the start of the policy cycle. It explains how the Commission elaborates legislative proposals and outlines the role of expert groups, public consultations and impact assessments.

12.00 **The Council and Legislative Procedures**  
The internal structure and working methods of the Council are presented, identifying the main actors and decision-making processes involved.

12.45 Lunch

14.00 **The European Parliament and Legislative Procedures**  
The afternoon starts by looking at internal procedures within the other legislative body of the Union, the European Parliament. It demonstrates how legislative proposals are examined in the Parliamentary Committees and in the Plenary, using specific examples to illustrate the processes involved.

15.00 **Simulation Exercise on the Ordinary Legislative Procedure: Introduction**  
Introduction to the case and individual preparation.  
*Wolfgang Koeth*, Senior Lecturer, European Decision-Making Unit, EIPA, Maastricht

15.30 Coffee break

15.45 **Simulation Exercise (1)**  
Preparation followed by parallel meetings of Council and EP delegations.

17.15 **Exchange of experiences and discussion on part 1**

17.30 **End of first day**

20.00 Dinner at a restaurant in town

## FRIDAY 13 OCTOBER 2017

09.00 **The Ordinary Legislative Procedure**  
The Ordinary Legislative Procedure, by which the Parliament and the Council have to agree on most legislative proposals, is then discussed in more detail. The possible stages of agreement are illustrated with examples, and the challenges of inter-institutional negotiations are highlighted through a case study.  
*Edward Best*

10.30 Coffee break

11.00 **Simulation Exercise (2)**  
Trilogue and debriefing.  
*Wolfgang Koeth*

13.00 Lunch

14.15 **Delegated and Implementing Acts**  
This session goes into more detail regarding the post-Lisbon system of 'delegated acts' and 'implementing acts'. It explains how procedures have evolved, and discusses how the continuing institutional issues have been addressed in interinstitutional negotiations for a new Common Understanding.  
*Wolfgang Koeth*

15.30 **Wrap-up and general discussion**

16.00 **End of the course**

# General Information

## Programme

The programme will commence on Thursday at 09.00 and will finish on Friday at 16.00.

## Course venue

European Institute of Public Administration (EIPA)  
O.L. Vrouweplein 22  
6211 HE, Maastricht  
the Netherlands  
tel.: +31 43 32 96 222  
www.eipa.eu

## Working language

The course will be conducted in English.

## Fee

EIPA members' fee\*: €940  
Regular fee: €1040

The fee includes documentation, two lunches, one dinner and refreshments. Accommodation and travel costs are at the expense of the participants or their administration. Note that reductions cannot be accumulated. For more information: <http://seminars.eipa.eu> (Training courses - Discount policy)

\* EIPA members can take advantage of a reduced fee; this is available to all civil servants working for one of EIPA's member countries (i.e. AT, BE, BG, CY, CZ, DK, FI, FR, DE, GR, HU, IE, IT, LT, LU, MT, NL, NO, PL, ES, SE, UK), and civil servants working for an EU institution, body or agency.

## Hotel reservations

The European Institute of Public Administration has special price arrangements with a number of hotels. All hotels are within 10 minutes walking distance from EIPA.

Should you wish to make use of this possibility, please book directly via the links below. Payment is to be made directly and personally to the hotel on checking out. At the time of booking, please mention in the requested field the EIPA project number **1712202**.

- **Townhouse Hotel**  
[www.townhousehotels.nl/eipa](http://www.townhousehotels.nl/eipa)
- **Hotel Derlon**  
[www.derlon.com/eipa](http://www.derlon.com/eipa)
- **Designhotel Maastricht – Hampshire Eden**  
[www.hampshire-hotels.com/eipa](http://www.hampshire-hotels.com/eipa)
- **Bastion Hotel**  
[www.bastionhotels.nl/en/eipa.html](http://www.bastionhotels.nl/en/eipa.html)

## Meals

Lunches and the reception will be served at a restaurant in town. Should you require a special menu (e.g. vegetarian, diabetic), please inform the Programme Organiser so that this can be arranged.

## Registration

Kindly complete the online registration form which can be found on EIPA's website <http://seminars.eipa.eu> before **25 September 2017**.

Your name and address will be part of EIPA's database for our mailing purpose only. If you do not want to be included in our mailing database, please tick the box on the registration form.

## Confirmation

Confirmation of registration will be forwarded to participants on receipt of the completed registration form.

## Payment

Prior payment is a condition for participation. Please indicate the method of payment on the registration form. For cancellations received within 15 days before the activity begins, we will have to charge an administration fee of €150 unless a replacement participant is found.

## Cancellation policy

EIPA reserves the right to cancel the seminar up to two weeks before the starting date. EIPA accepts no responsibility for any costs incurred (travel, hotel, etc.). For more information: <http://seminars.eipa.eu> (Training courses - Cancellation policy).

# European Institute of Public Administration (EIPA)



[www.eipa.eu](http://www.eipa.eu)



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