

Annexe

No.	Criterion	Current situation	Completion date
1	Clean-up population register	<p>The impact analysis (the preliminary study exploring the options for total clean-up of the population register) indicates that the electoral register is now almost completely in order.</p> <p>In addition, an address investigation has been set up, and street name signs and house numbers have been installed/fitted.</p> <p>In September 2019 the second phase of cleaning up the PIVA (Personal Information Service for the Netherlands Antilles and Aruba) began. This involves an in-depth study, looking at the completeness and accuracy of all current population records, including source documents. This study will be completed in spring 2020.</p>	Spring 2020
2	Manage administrative processes	<p>Financial administration: improving the various financial administrative processes and sub-processes relies heavily on the progress made on digitalisation. The progress in some areas leaves a lot to be desired.</p> <p>Issuing permits: the issue of permits is to be centralised. The module used for this purpose still needs to be expanded.</p> <p>Awarding grants: the process of awarding grants (to NGOs) for the performance of designated tasks has been greatly improved, but still requires measures to ensure proper safeguards and management.</p> <p>Personnel and payroll records: working on the improvement of the quality of these records, particularly where their completeness is concerned.</p> <p>Sea port administration: completed and in use. Changes stemming from the new draft sea port ordinance are still being processed.</p> <p>Tax administration:</p> <ul style="list-style-type: none"> - Motor vehicle tax is in order. However, an improved and simplified ordinance will be introduced before 2020 (see also point 3). 	September 2020

		<ul style="list-style-type: none"> - Rental tax for motor vehicles is being levied. A draft ordinance has been prepared. - Tourism tax: submission of returns by accommodation providers – system under development. Digitisation efforts are ongoing. - Tax assessment and collection of waste disposal charges: running. However, file is still incomplete, owing to lack of access to the PIVA and Land Registry. Tax assessment will be formalised in the near future. <p>Administration systems of abattoir, municipal health service and airport: on 16 and 17 September, workshops were held with relevant parties and IT consultants. It is expected that the systems can be tested in October 2019.</p>	
3	Amending inaccurate or outdated ordinances	<p>Focus on priority ordinances.</p> <p>Financial management ordinance (<i>Verordening financieel beheer</i>): internal coordination currently in progress within the public body.</p> <p>Standards framework for St Eustatius: draft completed. A search is under way for the old framework so as to allow the documents to be compared. In addition, consultations with the external auditor are ongoing.</p> <p>Motor vehicle tax ordinance (<i>Verordening motorrijtuigenbelasting</i>): current drafts need further development. Public body's finance unit is involved at every stage.</p> <p>Social Charter: adopted by GC and his deputy, and in force from 2 July 2019. Published on website of public body.</p> <p>Organisational structure ordinance (<i>Organisatieverordening</i>): draft is currently being drawn up internally.</p> <p>Port tax and duties ordinance (<i>Havenbelasting- en havenrechtenverordening</i>): draft is currently being drawn up internally.</p> <p>Revocation ordinance (<i>Veegverordening</i>): overview of rules that need to be revoked has been drawn up.</p>	February 2021

		<p>Because of the large backlog, the Dutch interior ministry's Government Publications Expertise Centre is currently assisting.</p> <p>By amending all inaccurate or outdated ordinances the foundation has been laid, but the actual operationalisation and 'learning of the job' still have to happen.</p>	
4	Reorganise civil-service organisation and equip it with correct procedures and work instructions	<p>The new organisational structure was introduced on 1 September 2019.</p> <p>For staff of the public body, this means that they are now all placed within the new department or unit. The internal move is currently under way. In the meantime, a start has been made with creating work instructions and developing procedures.</p>	End of September 2019
5	Describe policy frameworks of the public body	<p>As regards the new procedures and process descriptions, a new template has been developed for a decision-making memo and the decision list of the executive council. In this way, a clear decision-making hierarchy can be set up and the relevant decree can be published immediately. Next step is to make all staff familiar with this new way of working.</p>	1 January 2020
6	Put supervisory and enforcement instruments in order	<p>A new manager of the Permits, Supervision and Enforcement Unit has been appointed. Working in cooperation with this individual, the Ministries of the Interior & Kingdom Relations (BZK), Infrastructure & Water Management and Economic Affairs are currently working to draft a plan on supporting the public body in establishing a new, simplified set of supervision-and-enforcement instruments.</p> <p>Updating offences and sanction measures will be part of the process of amending the ordinances concerned.</p> <p>With this, the foundation has been laid, but the actual operationalisation and 'learning of the job' still have to happen.</p>	February 2021
7	Equip the civil-service organisation to perform supervisory and enforcement duties	<p>15 staff of the public body and various other organisations have now been trained as Special Police Officers. (buitengewone agenten van politie; BAVPOLs).</p>	June 2020

8	Introduce a multiannual training programme for civil servants and politicians	<p>To achieve a lasting impact, the civil servants training programme will be run on a multiannual basis. The training programme aimed at professional standards of public service began in mid-2018. It is intended for 170 civil servants and deals with issues such as integrity, division of roles and tasks, rules of conduct, and administrative and legal frameworks. As part of the training institute's May 2019 programme module, a draft code of conduct was drawn up. This was created both by and for civil servants of the public body and will form the basis of a definitive code of conduct.</p> <p>Besides the general training module followed by all civil servants, various training courses have also been organised for specific tasks, for example for cleaning staff and the accounts department.</p> <p>The next step in the professionalization of the civil-service organisation is more in-depth management training, which shows direct ties with the reorganisation. Once the managers have been assigned positions in the reorganisation process, a management development programme will begin.</p> <p>In addition, a training and mentoring process for future politicians is being set up. A suitable moment for its launch will be chosen once there is clarity about the next elections.</p>	2023
9	Digitise and centralise financial processes	<p>So far, digitisation of financial management has not progressed at the desired speed owing to wide-ranging problems with the development and implementation of the enterprise resource planning (ERP) system. See also point 2.</p> <p>Centralisation of financial processes will be dealt with as part of point 4.</p>	September 2020
10	Set up a planning and control cycle in accordance with the FinBES	<p>The scale of the neglect of duty has delayed efforts to draw up planning and control documents (completeness, reliability and timeliness).</p> <p>Currently steps are being taken towards a policy budget. In addition, it is hoped that the annual accounts for 2017 and 2018 can be submitted for auditing by the external auditor in early October 2019.</p>	January 2020

		The draft budget for 2020 is being prepared. In mid-October it will be made available to the public and submitted to BZK, BZK will examine it and give an advisory opinion.	
11	Implement activities set out in the plan of action for the improvement of financial management	Around half of the planned measures have been launched, around one-third have begun in part, and the remaining 20% have yet to start.	Up to 2021
12	Set up court of audit function	Ultimate objective is to establish an independent court of audit for St Eustatius. For that to happen, however, a legislative amendment would be required in the future. We are currently exploring whether support from the Netherlands in establishing an independent court of audit can be offered.	Spring 2020