

## Report from the UBC Board of Audit

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On basis of article 5 of the UBC Statute the Board of Audit was elected during the UBC XV General Conference in Kaunas, 17<sup>th</sup> of Oct 2019, the members of the Board of Audit are:

1. Mrs. Marta Chelkowska, Director of Tourism Department, Marshall Office of Pomorskie Voivodeship, Poland
2. Mr. Roger Kaliff, Chairman of the City Council, City of Kalmar
3. Mrs. Maria Santana, International Consultant, Næstved

Article 11 in the Statute of the UBC states "The Board of Audit checks the auditor's report for correctness and proper use of the resources for purposes laid in the decisions of the General Conference and the Executive Board, in the statute and according to the regulations of the donors of contributions. The Board of Audit has the right to check and read all books, accountants' files etc. of each body of the Union, Secretariat and the Commissions. The Board of Audit reports to the General Conference".

The representative of Board of Audit visited UBC Secretariat in Gdańsk on the 30<sup>th</sup> of August 2021, to review the books of the UBC and to follow up documents from the Executive Board and from the Commissions. Members of the Board of Audit have also participated in some Executive Board Meetings during 2019-2020, on line.

The following files were submitted to the examination:

- Invoices and bills passed to UBC in 2019 and 2020
- Confirmation of payments made by UBC in 2019 and 2020
- Bank statements
- Receipts of payments by electronic cards from the UBC account
- Financial reports

The Board of Audit has taken part of the following documents:

- Statute of the UBC
- UBC Strategy 2016-2021
- Minutes from the Executive Board Meetings in 2019 and 2020
- Report from the XII General Conference in Kaunas 2019
- UBC Budget for 2019 and 2020
- UBC membership fees from 2019 and 2020
- *Statements of accounts* for the period 1 January 2019 until 31 December 2019 *respectively* 1 January 2020 until 31 December 2020
- Auditor's report made by the licensed auditor Mrs. Dorota Rutkowska, auditing company no 3681, from 2019 and 2020
- Report on the activities of the Union of the Baltic Cities November 2019 – October 2021

The Board of Audit makes the following statements:

1. We have read the Minutes from the Executive Board Meetings in 2019 and 2020.

2. The assessment of the books is commissioned to the licensed auditing company in Gdynia. The auditor, Mrs. Dorota Rutkowska has checked the correctness of the books and their contents in accordance with the Polish book-keeping rules. She has found everything in order.
3. The XV General Conference decided, upon a proposal from the Mayor of Gdansk, that the city of Gdansk will continue to take responsibility for the UBC Secretariat for 2019 —2023. The employees of the office all have an employment relationship with the city of Gdansk.
4. We found it well that reports and activity plans from Commissions were done in good standard.
5. We noted that new streamlined Commission structure has clarified and enhanced the work of the UBC.
6. The UBC activity report shows the committee's activity and commitment to cooperation. Another positive aspect is the extensive cooperation of the committees on international projects.
7. It is worth emphasizing the fact of organizing a number of on-line meetings and seminars, as well as involvement in the organization of webinars together with other organizations and institutions.
8. Particularly noteworthy is UBC's involvement in the organization of two EUSBSR Annual Forum in 2020 in Turku and in 2021 Kaunas, on line events, and also as one of the three Horizontal Action Capacity coordinators.
9. A good example of communicating with UBC members was the "Mapping the needs of UBC Member Cities" questionnaire, which gave answers to the needs of the members of the organization.
10. The answer to the current situation is the reactivation of the UBC Antenna in Brussels. Working on a more visible brand of UBC at the EU level will facilitate UBC's dialogue with the European Commission or Parliament.
11. New Task Force on Policy & Projects with Brussels Antenna as a leader and other UBC partners, prepared 4 policy papers, which are the perfect base for the further projects.

**The Board of Audit recommends the XVI UBC General Conference in 2021 on line:**

1. In view of a number of initiatives to create a new strategy and new goals and bearing in mind the needs of the member cities shown in the questionnaires, it is important to communicate clearly about the strategy and initiatives and involve partners in further activities.
2. The organization undertakes a number of project initiatives, therefore it is strongly suggested to entrust the settlement of projects to a specialized person with knowledge and competence in this field.
3. In a view of the difficult situation caused by the Covid-19 pandemic in Europe, we would like to express the General Conference's to make efforts to strongly open up to the local economy of BSR. Currently, local communities require support not only in terms of financial management, but also strengthening the health and well-being of residents, improving their physical and mental condition. Any actions targeted locally will have an impact on the macro-regional effects.
4. We would like to thank all the key actors who gave their time and efforts for the UBC, especially the work of the Presidium and the Board of UBC for the strategic management, the Secretariat in Gdansk for its broad cooperation and help in new conditions.
5. We would like to express the General Conference's gratitude towards the city of Gdansk for its generous support to UBC.

6. This year we are celebrating the 30th anniversary of UBC and a jubilee book was published on this occasion. It is a unique testimony of the activity of many people, enthusiasts of Baltic cooperation. We would like to express the General Conference's utmost respect for the work and determination of all cities in creating Baltic brand and a strong image of the organization.

**On the basis of our completed examination we propose the XVI General Conference on-line 2021 to decide:**

**To absolve the Executive Board and the Secretary General for the years 2019 and 2020.**

Kalmar

October 2021

  
Roger Kaliff

Gdańsk

October 2021

  
Marta Chelkowska

Næstved

October 2021

  
Maria Santana

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OF THE BALTIC  
CITIES 