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## **SIPRI SENIOR MANAGEMENT TEAM MEETING**

Half Away Day at Ulriksdal, 31 January 2017

### **MINUTES**

#### Participants

Sibylle Bauer, Stephanie Blenckner, Jakob Hallgren, Maria Kaemmerlé, Neil Melvin, Gary Milante and Dan Smith.

#### 1. Minutes approval

- Minutes of the 24 January meeting were approved with minor changes.

#### 2. Matters arising from the Minutes, not otherwise on the agenda

- Indications are that the 'Cluster 1 & 2' proposal is well received by the Swedish MFA and that a decision is to be expected by mid-February.

#### 3. Report back

- A MoU was signed between SIPRI and the Institute for Political and International Studies (IPIS) in Teheran during Dan's visit last week. A series of joint activities are envisaged, including seminars and training.  
- Gary met with the Ukrainian Minister for the Temporary Occupied Territories in Kiev who signaled interest in collaboration with SIPRI on displaced persons.

#### 4. Cluster Research Strategies

- A first draft of the conclusions of this discussion has been circulated among SMT members. It is currently being discussed and will be circulated later.

#### 5. The September Security Conference;

- Sufficient resources against the budget have been pledged, so the decision has been taken that the conference will go ahead as planned in September.  
- It was decided that a 'Content Committee' for the planning of the conference will be established with representatives of all three clusters. A conference coordinator, succeeding Ian Anthony, will be recruited.

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- While the subtheme of the conference this year will be 'Secure Cities in an Insecure World' it was agreed that for future conferences 'cities' will be toned down and replaced by another key theme.

#### 6. The SIPRI Advisory Committee

- The Governing Board has decided that the Advisory Committee shall be revitalized. It was decided that a mapping of current members shall be made and that a list of new members will be developed for the Board to consider.

#### 7. Key items on the SMT's spring agenda

- The following key issues, processes and activities were identified for the SMT to address during the spring semester:

Preparing the May Governing Board meeting;  
Preparing the revitalisation of the Advisory Committee;  
Finalising Cluster Research Strategies;  
Finalising job descriptions for all staff;  
Deciding on improvements of the Performance Assessment process;  
Finalise an IT and Database strategy;  
Develop a Yearbook strategy;  
Review the Publications programme;  
Initiate a values discussion; and,  
Hosting a reception for the Stockholm community on 1 June.

#### 8. State of play re the Stockholm Forum in May

- Gary gave an overview of the state of planning for the 3 – 4 May Forum. It was concluded that all preparations are on track at this point.

#### 9. Items carried forward for future agenda

- Finalisation of the evaluation of performance assessment and salary review process (early February).
- Finalisation of job descriptions for all staff (early March).
- Titles for researchers and 'research administrators' at SIPRI (mapping forthcoming).
- Design of a more activities based SIPRI budget.
- SIPRI values discussion.
- IT task force, Data Policy and Phones (revised memo forthcoming).