



## **MINUTES OF THE 74<sup>th</sup> MANAGEMENT BOARD MEETING**

**Vienna, 26 November 2015**

Adopted by the Management Board at its meeting on 16 March 2016

*SIGNED*

Elisabeth Freytag-Rigler  
Chair, EEA Management Board

### **RECORD OF PROCEEDINGS**

The Chair, Elisabeth Freytag-Rigler, opened the meeting by welcoming new Board members and alternates and thanking three members who were leaving the Board for their contributions.

Final agenda:	Annex 1
Attendance list:	Annex 2
Action list:	Annex 3
Decision list	Annex 4
Seminar report and attendance list	<a href="#">EEA/MB/74/08</a>

### **ITEMS 1-2 FOR DECISION**

#### **Item 1 Adoption of draft agenda**

The Board adopted the agenda without changes.

The planned presentation by the Executive Director on *Knowledge for sustainability transitions in Europe* was cancelled due to time constraints.

During the morning, the Board met with the Austrian Minister for Agriculture, Forestry, Environment and Water Management, Mr Andrä Rupprechter, and a representative of the European Commission Delegation in Vienna, Ms. Brigitte Luggin.

#### **Item 2 Adoption of the 73<sup>rd</sup> Management Board minutes, 23-24 June 2015**

The Board adopted the minutes with the correction of one typing error.

### **ITEMS 3-7 FOR INFORMATION**

#### **Item 3 Draft minutes of the 67<sup>th</sup> Bureau meeting, 6 October 2015**

On item 14, Rules of Procedure of the Scientific Committee, the Chair clarified that the intention is to return to the Board for a decision concerning a revision of the provisions on remuneration (honorarium) in March 2016. With this clarification, the Board took note of the draft minutes.

#### **Item 4 Update by the Chair (oral)**

The Chair mentioned the following points:

- Successful completion of 2 MB written procedures since the last MB meeting:
  - Adopting the 1<sup>st</sup> amendment to the 2015 budget to include non-core funding from the European Neighbourhood Instrument;
  - Adopting rules on staff appraisals.
- Austria will host a conference in Vienna in February “Growing within limits” as part of the “Growth and Transitions” project, also involving the EEA. Board members are invited and are also encouraged to raise awareness of the conference in their countries. More information will be provided in writing.

#### **Item 5 Update by the Scientific Committee Chair (oral)**

Building on her [presentation](#), the Chair of the Scientific Committee focused on the outcome of EEA/SC seminars in 2015 and plans for seminars in 2016. She furthermore reported from the Summer School in Budapest she co-organised with the Central European University and EEA as a pilot activity under the EEAcademy umbrella, and gave suggestions for future activities, including a summer school in 2016 building on the experience gained this year. Finally, she highlighted the opportunities for greater cooperation between the EEA and the H2020 programme around sustainable development/transitions and the SDGs.

Several members underlined the positive feedback they had received from participants in the summer school, and the Executive Director confirmed that the EEA would also support the seminar in 2016. The Commission representative (DG RTD) confirmed the potential for greater collaboration between H2020 and EEA activities, including the EEAcademy. The MB Chair expressed a wish for better exploitation of synergies between the work of the SC and future Board seminars.

#### **Item 6 Update by the Executive Director**

Taking document EEA/MB/74/06 as read, the Executive Director gave a [presentation](#) on the main highlights since the June MB.

The Executive Director highlighted that negotiations were still ongoing with the Commission (DG NEAR) concerning the continuation of work in the European Neighbourhood – the subject of the recent written procedure adopting the 1<sup>st</sup> amendment to the 2015 budget referred to by the Chair (*these negotiations have since been concluded successfully*).

The following imminent written procedures were also announced:

- 3<sup>rd</sup> amendment to the 2015 budget for pre-accession assistance to the West Balkans;
- Financing decisions for the procurement plan and ETC funding for 2016.

In response to questions from the UK and Spanish representatives concerning the need to ensure consistency in indicators related to the Sustainable Development Goals (SDGs), the Executive Director stressed that the EEA supports the Commission as EU lead in this field and cooperates closely with Eurostat and others to ensure consistency and avoid duplication. It was agreed to explore the possibility of inviting Karl Falkenberg in his new role as Senior Adviser for Sustainable Development at the European Political Strategy Centre (EPSC) to the next MB meeting to discuss work on SDGs. The

Commission representative (DG ENV) welcomed this idea of a two-way dialogue with Karl Falkenberg on his work and implications for the EEA, pointing out at the same time that, in parallel, the Commission under the leadership of the First Vice-President is developing a new approach to implement the SDGs.

The Spanish representative highlighted the possibility of conflict between official data from member countries and data coming from Copernicus. The Executive Director recognised the issue and pointed to existing Eionet consultation and Copernicus governance mechanisms to avoid problems in practice.

#### **Item 7 Update by the European Commission (oral)**

The Commission representative (DG ENV) confirmed earlier information on the timetable of the planned evaluation of the EEA/Eionet Regulation under the Better Regulation agenda. The evaluation will be kicked off in early 2016 and is planned to run until the second half of 2017. There will be a steering committee comprising 4+ DGs. The Board will be kept informed.

The Board was also briefed on DG Environment's priorities for the coming 6 months, including the circular economy package, fitness checks in the fields of air quality and biodiversity and the refit exercise concerning monitoring and reporting linking to the broader implementation agenda, including the 'Make it Work' initiative. 'Greening the semester' continues also to be a priority.

### **ITEMS 8-11 STRATEGIC ORIENTATION FOR GUIDANCE/DECISION**

#### **Item 8 Outcome of MB seminar 25 November 2015**

The MB took note of the outcome of the seminar, providing at the same time some suggestions to improve the legibility of the paper. The final version of the outcome note, document [EEA/MB/74/08](#), is available on the Forum.

#### **Item 9 International framework**

After some clarification of specific issues, the MB welcomed the International framework as revised after consultations with the Commission.

#### **Item 10 Eionet Priority Data Flows**

After clarification that the outcome of this review and updating of the core Eionet data flows will feed into the fitness check on monitoring and reporting, and that the proposal does not imply any added reporting burden on countries, the proposal was adopted with the following changes:

- Addition of a reference to the Marine Strategy Framework Directive under SA1.6 in the annex;
- Limitation of the scope of the definition to existing data flows;
- Specification that changes to the list require a decision by the MB.

The updated version of document [EEA/MB/74/10](#) is available on the Forum.

#### **Item 11 Adoption Annual Work Programme (AWP) 2016**

Michael Scoullou, expert designated by the European Parliament, asked the Agency to reconsider its position not to initiate work on the environmental impacts of immigration into Europe. The Executive Director responded that other institutions in Europe were better placed to take on such work, which would require a substantial effort from the EEA.

The AWP 2016 was adopted without change.

#### **Item 12 Adoption Draft Programming Document 2017-2019, including draft AWP 2017**

Responding to a question from the Spanish representative concerning the appropriateness of extending the period of validity of the MAWP in the light of the earlier decision by the Board to stay with a five-year MAWP, the EEA explained that that decision had been taken in late 2012 before the MAWP had actually been developed and adopted. It had therefore not been possible to foresee at that time how closely the MAWP would be linked to the 7<sup>th</sup> Environmental Action Programme and other major policy frameworks with a horizon of 2020, and how robust the MAWP would prove to be in practice.

The decision to extend the period of validity of the MAWP to include 2019 was then adopted with an addition to the third recital, first line: “. . . its intention to evaluate and *if appropriate* propose . . .”

In line with the proposal, it was also agreed to allow Board members a further two weeks until 11 December to comment on the draft, and to delegate the adoption of the draft PD 2017-2019 to the Bureau.

### **Item 13 EEAcademy: Work Plan 2016, ToR and composition of Advisory Committee**

After clarification that the resources foreseen to support the Academy will mainly come from existing meeting and mission budgets, the Board welcomed the WP 2016, adopted the ToR for the Advisory Committee (AC), and delegated the decision on designation of members of the AC to the Bureau.

The Commission representative (DG RTD) expressed a strong interest in having a seat in the AC.

## **ITEMS 14-22 OPERATIONAL/ADMINISTRATIVE MATTERS FOR GUIDANCE/DECISION**

### **Item 14 Approval of Key Performance Indicators for the Executive Director**

This item was taken in closed session. Only the outcome is recorded here.

The Board agreed on a set of draft KPIs to be subsequently agreed with the Executive Director for 2016, and if acceptable, also for 2015.

It was also agreed that the KPIs, when agreed with the Executive Director, should be attached to the AWP 2016.

### **Item 15 Follow up discharge: MB CVs and Declarations of interests (Dols)**

It was agreed that the Secretariat would circulate a template for Dols. Those members willing to have their CVs and Dols published where this does not conflict with national policies, should send them to the Secretariat by 11 December 2015 for publication in January 2016.

### **Item 16 Adoption 2<sup>nd</sup> amendment to the EEA Budget 2015**

The amendment, which adjusts the income of the EEA in 2015 to reflect adjustments in the non-EU Member State contributions, was adopted.

### **Item 17 Adoption EEA Budget 2016**

The Management Board adopted the Budget 2016.

### **Item 18 Approval Work Plan 2016 for the Internal Audit Capability (IAC)**

The Management Board approved the 2016 Work Plan for the IAC with one change, replacing the term ‘consulting’ with ‘advising’. The final version of document [EEA/MB/74/18](#) is available on the Forum.

### **Item 19 Adoption of Rules of Procedure of the Management Board and Bureau**

The amended Rules of Procedure were adopted.

The amended [Rules of Procedure](#) of the Management Board and Bureau are available on the EEA website.

#### **Item 20 Adoption of Rules of Procedure of the Scientific Committee**

The revised Rules of Procedure were adopted with one change, replacing the start of article 8(6) with 'At least 15 calendar days before adoption, . . . '.

The amended [Rules of Procedure](#) of the Scientific Committee are available on the EEA website.

#### **Item 21 Election Vice-chair/Bureau member**

The representative for Germany, Julia Werner, put herself forward for the vacant position as Vice-chair. The Chair welcomed her candidature, and invited her to provide a CV for circulation to the Board. The Chair invited other interested members to put themselves forward by 11 December 2015 at the latest.

The Chair indicated that she would look into the possibility of electing the Vice-chair by written procedure in order to speed up the process.

At the time of writing these minutes, and following evaluation of the relevant article in the MB Rules of Procedure, the election of the Vice-Chair will take place at the 75<sup>th</sup> MB meeting in March 2016.

#### **Item 22 E-procurement**

The proposal was adopted.

### **ITEMS 23-27 FOR INFORMATION**

#### **Item 23 Priorities for the Dutch Presidency**

A representative from the Dutch Embassy in Vienna gave a general presentation of the overall priorities of the Dutch Presidency for the first half of 2016.

#### **Item 24 Overview of audits**

The Executive Director informed the Board about the increasing focus from the Court of Auditors on grant management, used mainly for ETC contracts. The growing administration required might bring the future of the present ETC model into question.

#### **Item 25 EEA Publication plan**

The Board took note of the publication plan.

#### **Item 26 Meeting dates 2016**

The Chair announced that the June Board meeting and joint seminar with Dimesa would be held in Copenhagen, following the rejection by the Committee on Environment, Public Health and Food Safety of the European Parliament of a proposal to hold the Board meeting in the Parliament building in Brussels. The dates remain the same.

#### **Item 27 Feedback from Management Board members**

The representative from Turkey announced that Turkey would have problems participating in an NFP/Eionet webinar next year. The EEA promised to look into the matter.

With reference to the recent Floods report, the Austrian representative raised an issue concerning modalities for country consultations on EEA reports. The Executive Director promised to avoid similar problems in the future.

The Finnish representative shared positive experiences from their national SOER launch activities.

Michael Scoullos, expert designated by the European Parliament, informed of a side event being planned in the French Senate under CoP21.

The Executive Director thanked the Chair and her team for the organisation of the seminar and meeting, as well as the activities, both social and of substance, in the evenings.

*The meeting closed at 16.40*

**74th Management Board**

Vienna, 26 November 2015

<b>COUNTRY</b>		<b>NAME</b>	<b>ORGANISATION</b>	<b>SIGNATURE</b>
<b>CHAIRMAN</b>		Elisabeth FREYTAG-RIGLER	Chair of the EEA Management Board	<b>Signed</b>
<b>AUSTRIA</b>	<i>Member:</i>			
	<i>Alternate:</i>	Sabine McCALLUM	Austrian Environment Agency	<b>Signed</b>
	<i>Expert:</i>	Florian EYWO	Federal Ministry of Agriculture and Forestry, Environment and Water Management	<b>Signed</b>
	<i>Expert:</i>	Wilhelm VOGEL	Austrian Environment Agency	<b>Signed</b>
<b>BELGIUM</b>	<i>Member:</i>	Francis BRANCART	European Policy and International Agreements	<b>Signed</b>
	<i>Alternate:</i>	Véronique VERBEKE	Department Reporting and Environmental Impacts	<b>Apologies</b>
	<i>Expert:</i>			
<b>BULGARIA</b>	<i>Member:</i>	Vanya GRIGOROVA	Bulgarian Environment Agency	<b>Signed</b>
	<i>Alternate:</i>	Philip PENCHEV	Bulgarian Environment Agency	<b>Apologies</b>
	<i>Expert:</i>			
<b>CROATIA</b>	<i>Member:</i>	Rene VUKELIĆ	Croatian Environment Agency	<b>Signed</b>
	<i>Alternate:</i>			
	<i>Expert:</i>			

<b>COUNTRY</b>		<b>NAME</b>	<b>ORGANISATION</b>	<b>SIGNATURE 26/11</b>
<b>CYPRUS</b>	<i>Member:</i>	Costas HADJIPANAYIOTOU	Ministry of Agriculture, Natural Resources and Environment	<b>Apologies</b>
	<i>Alternate:</i>	Charalambos HAJIPAKKOS	Ministry of Agriculture, Natural Resources and Environment	<b>Apologies</b>
	<i>Expert:</i>	Nasia DIKIGOROPOULOU	Ministry of Agriculture, Natural Resources and Environment	<b>Signed</b>
<b>CZECH REPUBLIC</b>	<i>Member:</i>	Michal PASTVINSKÝ	Ministry of the Environment	<b>Signed</b>
	<i>Alternate:</i>	Markéta KUČEROVÁ	Ministry of Environment	<b>Signed</b>
	<i>Expert:</i>			
<b>DENMARK</b>	<i>Member:</i>	Henrik Hedeman OLSEN	Danish Ministry of the Environment	<b>Apologies</b>
	<i>Alternate:</i>	Thomas Nicolai PEDERSEN	Danish Ministry of the Environment	<b>Signed</b>
	<i>Expert:</i>			
<b>ESTONIA</b>	<i>Member:</i>	Meelis MÜNT	Estonian Ministry of Environment	<b>Signed</b>
	<i>Alternate:</i>	Kerli KIILI	Estonian Ministry of Environment	<b>Apologies</b>
	<i>Expert:</i>			
<b>FINLAND</b>	<i>Member:</i>	Laura HÖIJER	Ministry of Environment	<b>Signed</b>
	<i>Alternate:</i>	Pekka HARJU-AUTTI	Ministry of Environment	<b>Apologies</b>
	<i>Expert:</i>			
<b>FRANCE</b>	<i>Member:</i>	Bruno VERLON	Ministère de l'Ecologie et du Développement Durable	<b>Signed</b>
	<i>Alternate:</i>	Guillaume COUNIO	Sous-Directeur Régulation Européenne	<b>Apologies</b>
	<i>Expert:</i>	Valéry MORARD	NFP alternate	<b>Signed</b>

<b>COUNTRY</b>		<b>NAME</b>	<b>ORGANISATION</b>	<b>SIGNATURE 26/11</b>
<b>GERMANY</b>	<i>Member:</i>	Julia WERNER	Head of Unit European Union - Strategic and Legal Aspects	<b>Signed</b>
	<i>Alternate:</i>	Holger MÜRLE	Ministry for the Environment, Nature Conservation Building and Nuclear Safety	<b>Apologies</b>
	<i>Expert:</i>	Eva KRACHT	Ministry for the Environment, Nature Conservation Building and Nuclear Safety	<b>Apologies</b>
	<i>Expert:</i>	Christina PYKONEN	NFP	<b>Signed</b>
<b>GREECE</b>	<i>Member:</i>	Maria PEPPA	Ministry of Environment Energy and Climate Change	<b>Apologies</b>
	<i>Alternate:</i>	Nicholas MANTZARIS	Ministry of Environment Energy and Climate Change	<b>Apologies</b>
	<i>Expert:</i>			
<b>HUNGARY</b>	<i>Member:</i>	Annamária GALAMBOS	Ministry of Agriculture	<b>Signed</b>
	<i>Alternate:</i>	Petra PÉNTEK	Ministry of Agriculture	<b>Signed</b>
	<i>Expert:</i>			
<b>ICELAND</b>	<i>Member:</i>	Hermann SVEINBJÖRNSSON	Ministry of Environment	<b>Signed</b>
	<i>Alternate:</i>			
	<i>Expert:</i>			
<b>IRELAND</b>	<i>Member:</i>	David WALSH	Department of the Environment, Heritage and Local Government	<b>Apologies</b>
	<i>Alternate:</i>	Laura BURKE	Environmental Protection Agency	<b>Signed</b>
	<i>Expert:</i>			
<b>ITALY</b>	<i>Member:</i>	Federica FRICANO	Ministero dell'Ambiente e della Tutela del Territorio e del Mare	<b>Apologies</b>
	<i>Alternate:</i>	Alessandro Giuliano PERU	Ministero dell'Ambiente e della Tutela del Territorio e del Mare	<b>Signed</b>
	<i>Expert:</i>			

<b>COUNTRY</b>		<b>NAME</b>	<b>ORGANISATION</b>	<b>SIGNATURE 26/11</b>
<b>LATVIA</b>	<i>Member:</i>	Alda OZOLA	Ministry of the Environmental Protection and Regional Development	<b>Signed</b>
	<i>Alternate:</i>	Inita STIKUTE	Latvian Environment, Geology and Meteorology Centre	<b>Apologies</b>
	<i>Expert:</i>			
<b>LIECHTENSTEIN</b>	<i>Member:</i>	Helmut KINDLE	Director National Office of Environment	<b>Apologies</b>
	<i>Alternate:</i>			
	<i>Expert:</i>			
<b>LITHUANIA</b>	<i>Member:</i>	Aldona MARGERIENĖ	Environmental Protection Agency	<b>Signed</b>
	<i>Alternate:</i>	Vytautas NARUŠEVIČIUS	Environmental Protection Agency - Activity Planning and Public Information Division	<b>Apologies</b>
	<i>Expert:</i>			
<b>LUXEMBOURG</b>	<i>Member:</i>	Eric DE BRABANTER	Ministère du Développement durable et des Infrastructures	<b>Apologies</b>
	<i>Alternate:</i>	Pierre PRUM	Ministère du Développement durable et des Infrastructures	<b>Signed</b>
	<i>Expert:</i>			
<b>MALTA</b>	<i>Member:</i>	Vincent CASSAR	Malta Environment and Planning Authority	<b>Apologies</b>
	<i>Alternate:</i>	Suzanne GAUCI	Malta Environment and Planning Authority	<b>Apologies</b>
	<i>Expert:</i>			
<b>NETHERLANDS</b>	<i>Member:</i>	Hannie VLUG	Ministry of Infrastructure and Environment	<b>Apologies</b>
	<i>Alternate:</i>	Eduard DAME	Ministry of Infrastructure and Environment	<b>Apologies</b>
	<i>Expert:</i>			
<b>NORWAY</b>	<i>Member:</i>	Kari HOLDEN	Data, Climate and Pollution Agency	<b>Signed</b>
	<i>Alternate:</i>	Øystein NESJE	Ministry of Environment	<b>Apologies</b>
	<i>Expert:</i>			

<b>COUNTRY</b>		<b>NAME</b>	<b>ORGANISATION</b>	<b>SIGNATURE 26/11</b>
<b>POLAND</b>	<i>Member:</i>	Jerzy KULIŃSKI	Chief Inspectorate for Environmental Protection	<b>Apologies</b>
	<i>Alternate:</i>	Anna Katarzyna WIECH	Chief Inspectorate for Environmental Protection	<b>Signed</b>
	<i>Expert:</i>			
<b>PORTUGAL</b>	<i>Member:</i>	Nuno LACASTA	Ministry of Environment, Spatial Planning and Energy	<b>Signed</b>
	<i>Alternate:</i>	Alexandra CARVALHO	Ministry of Environment, Spatial Planning and Energy	<b>Apologies</b>
	<i>Expert:</i>			
<b>ROMANIA</b>	<i>Member:</i>	Doina CATRINOIU	National Environment Protection Agency	<b>Apologies</b>
	<i>Alternate:</i>	Gabriela VASILIU-ISAC	Waste Management and Hazardous Substances Directorate	<b>Signed</b>
	<i>Expert:</i>			
<b>SLOVAK REPUBLIC</b>	<i>Member:</i>	Martin VAVŘINEK	Slovak Environmental Agency	<b>Apologies</b>
	<i>Alternate:</i>	Norbert KURILLA	Ministry of the Environment of Slovak Republic	<b>Signed</b>
	<i>Expert:</i>			
<b>SLOVENIA</b>	<i>Member:</i>	Joško KNEZ	Slovenian Environmental Agency	<b>Apologies</b>
	<i>Alternate:</i>	Silvo ŽLEBIR	Slovenian Environmental Agency	<b>Apologies</b>
	<i>Expert:</i>			
<b>SPAIN</b>	<i>Member:</i>	Guillermina YANGUAS MONTERO	Ministerio de Medio Ambiente	<b>Apologies</b>
	<i>Alternate:</i>	Elisa RIVERA MENDOZA	NFP	<b>Signed</b>
	<i>Expert:</i>			

<b>COUNTRY</b>		<b>NAME</b>	<b>ORGANISATION</b>	<b>SIGNATURE 26/11</b>
<b>SWEDEN</b>	<i>Member:</i>	Björn RISINGER	Swedish Environmental Protection Agency	<b>Signed</b>
	<i>Alternate:</i>	Martin ERIKSSON	Swedish Environmental Protection Agency	<b>Apologies</b>
	<i>Expert:</i>	Ninni BÖREN	Swedish Environmental Protection Agency	<b>Signed</b>
<b>SWITZERLAND</b>	<i>Member:</i>	Bruno OBERLE	Federal Office for the Environment	<b>Signed</b>
	<i>Alternate:</i>	Gérard POFFET	Federal Office for the Environment	<b>Apologies</b>
	<i>Expert:</i>	Nicolas PERRITAZ	NFP	<b>Signed</b>
<b>TURKEY</b>	<i>Member:</i>	Mustafa ÖZTÜRK	Ministry of Environment and Urbanization	<b>Apologies</b>
	<i>Alternate:</i>	Mehmet Mustafa SATILMIŞ	Environmental Impact Assessment, Permit and Inspection	<b>Apologies</b>
	<i>Expert:</i>	Mahmut DAĞAŞAN	Ministry of Environment and Urbanisation	<b>Signed</b>
	<i>Expert:</i>	Ahmet GÖKTAŞ	Ministry of Environment and Urbanisation	<b>Signed</b>
<b>UNITED KINGDOM</b>	<i>Member:</i>	Dagmar DROOGSMA	Department for Environment, Food and Rural Affairs (DEFRA)	<b>Apologies</b>
	<i>Alternate:</i>	Peter HELM	Department for Environment, Food and Rural Affairs (DEFRA)	<b>Signed</b>
	<i>Expert:</i>			
<b>EUROPEAN COMMISSION</b>		Astrid SCHOMAKER	DG ENV	<b>Signed</b>
		Kurt VANDENBERGHE	DG RTD	<b>Signed</b>
		Pascal Le GRAND	DG ENV	<b>Signed</b>
		Anton STEURER	DG ESTAT	
		Peter PÄRT	JRC	<b>Signed</b>

<b>EUROPEAN PARLIAMENT</b>	Peter HENNICKE	Wuppertal Institut für Klima, Umwelt, Energie	<b>Signed</b>
	Michael SCULLOS	University of Athens	<b>Signed</b>
<b>EEA SCIENTIFIC COMMITTEE</b>	Sybille van den HOVE	Chair of EEA Scientific Committee	<b>Signed</b>
<b>EEA STAFF COMMITTEE</b>	Hans-Martin FÜSSEL	Project Manager, ACC4	<b>Apologies</b>
<b>GUEST</b>	João Serrano GOMES	DG CLIMA	<b>Signed</b>
	Andrä RUPPRECHTER	Federal Minister of Agriculture, Forestry, Environment and Water Management	
	Alexandre PAQUOT	DG CLIMA	<b>Apologies</b>
<b>EEA STAFF</b>	Hans BRUYNINCKX	Executive Director	
	Paul McALEAVEY	Head of programme - ACC	<b>Signed</b>
	Søren NIELSEN	Head of programme - ADS	<b>Signed</b>
	Chris STEENMANS	Head of programme - IDM	<b>Signed</b>
	David STANNERS	Acting Head of programme - PAN	
	Ronan UHEL	Head of programme - NSV	<b>Signed</b>
	Jeff HUNTINGTON	Senior Adviser	<b>Signed</b>
	Anne-Marie BUTTOLO	Internal Audit Capability - EDO0	<b>Signed</b>
	Charlotte ISLEV	Secretary - NSS0	<b>Signed</b>
	Elena OSTÁRIZ	Management Board Secretariat - EDO0	<b>Apologies</b>



**Annex 2: Agenda of 74<sup>th</sup> Management Board meeting**

**FOR DECISION**

1. Adoption draft agenda
2. Adoption 73<sup>rd</sup> Management Board minutes, 23-24 June 2015

**FOR INFORMATION**

3. Draft minutes 67<sup>th</sup> Bureau, 6 October 2015
4. Update by the MB Chair
5. Update by the SC Chair
6. Update by the Executive Director
7. Update by the European Commission

**STRATEGIC ORIENTATION**

**FOR GUIDANCE**

8. Outcome MB seminar 25 November 2015
9. International Framework

**FOR DECISION**

10. Eionet Priority Data Flows
11. Adoption Annual Work Programme (AWP) 2016
12. Adoption Draft Programming Document 2017-2019, including draft AWP 2017
13. EEAcademy. Work Plan 2016, ToR and composition Advisory Committee

**OPERATIONAL/ADMINISTRATIVE MATTERS**

**FOR DECISION**

14. Approval Key Performance Indicators for the Executive Director
15. Follow-up discharge: MB CVs and Dols
16. Adoption second amendment to the EEA Budget 2015
17. Adoption EEA Budget 2016
18. Approval Internal Audit Capability (IAC) Work Plan 2016
19. Adoption Management Board RoP. Amendment 2015
20. Adoption Scientific Committee RoP. Amendment 2015
21. Election Vice-Chair/Bureau member
22. Adoption of E-procurement. Establishment and implementation

**FOR INFORMATION**

23. Priorities Dutch Presidency
24. Overview of audits
25. EEA Publication Plan 2015. Update
26. Meeting dates 2016
27. Feedback from Management Board members

**ANNEX 3 – Action List**

<b>ACTIONS</b>	<b>Status 18 February 2016</b>
To publish on Forum the final minutes of the 73 <sup>rd</sup> Management Board	Done
MB members to send feedback on the draft PD 2017-2019 until 11 December	Done
Bureau to designate the members of the EEAcademy Advisory Committee in February 2016	Done at 68 <sup>th</sup> Bureau
To publish the ED KPIs as annex to the AWP2016	To do (when agreed with ED)
To elect a Vice-Chair/Bureau member through MB written procedure, subject to compatibility with the Rules of Procedure	To do at 75 <sup>th</sup> MB
The location of the 76 <sup>th</sup> MB and joint MB-Dimesa seminar will be in Copenhagen. The meeting dates for 2016 to be amended accordingly and circulated to the MB	Done
To invite Karl Falkenberg to the 75 <sup>th</sup> MB in March 2016	Done


**Annex 4: List of Decisions and Guidance, 74<sup>th</sup> Management Board, 26 November 2015, EEA**

Agenda item	Decisions	Comments
<b>Item 1.</b> Adoption of agenda	Adopted	-
<b>Item 2.</b> Adoption of the 73 <sup>rd</sup> Management Board minutes, 23-24 June 2015	Adopted	-
<b>Item 8.</b> Outcome MB seminar 25 November 2015	Took note of the outcome, and provided feedback	-
<b>Item 9.</b> International Framework	Provided guidance	-
<b>Item 10.</b> Eionet Priority Data Flows	Provided guidance for the fine tuning of the priority data flows, and adopted the proposal subject to the requested changes	Adopted with the following changes: addition of MSFD under SA 1.6 in the annex; addition in definition of 'existing' concerning data flows; clarification that changes to the list require a MB decision.
<b>Item 11.</b> Adoption Annual Work Programme (AWP) 2016	Adopted	-
<b>Item 12.</b> Adoption Draft Programming Document 2017-2019 including draft AWP 2017	Adopted the extension of the MAWP 2014-2018 Adopted the proposed course of action for the Programming Document, and delegated the final adoption to the Bureau	The extension of the MAWP was adopted with a small addition to the 3 <sup>rd</sup> recital 'its intention to evaluate and if appropriate propose amendments ...' MB to send feedback on the Programming Document until 11 December
<b>Item 13.</b> EEAcademy. Work Plan 2016, ToR and composition Advisory Committee	Adopted the EEAcademy Work Plan 2016, its ToRs and the composition of the Advisory Committee	-
<b>Item 14.</b> Approval Key Performance Indicators (KPIs) for the Executive Director	Adopted the KPIs for the EEA Executive Director for 2015 and 2016 Decided to publish the ED KPIs as annex to the AWP 2016	The Board will come back to the issue for AWP 2017 onwards

<b>Item 15.</b> Follow-up discharge. MB CVs and Dols	Took note of the status following the discussion at the MB in June, and agreed to publish CVs and Dols as of January 2016	The MB Secretariat would circulate the templates. MB members to send their short CV and Dol by 11 December.  MB Members' CVs and Dols will be published as agreed, bearing in mind that the members' national authorities raise no objection.
<b>Item 16.</b> Adoption second amendment to the EEA Budget 2015	Adopted	-
<b>Item 17.</b> Adoption EEA Budget 2016	Adopted	The adoption of the EEA budget is subject to final adoption by the budgetary authorities (including the EEA establishment table).  A MB written procedure on the financing decision for ETCs will follow shortly after the 74 <sup>th</sup> MB.
<b>Item 18.</b> Approval Internal Audit Capability (IAC) Work Plan 2016	Approved with a change	Where it says 'consulting', it will be replaced by 'advising'.
<b>Item 19.</b> Adoption Management Board RoP. Amendment 2015	Adopted	
<b>Item 20.</b> Adoption Scientific Committee RoP. Amendment 2015	Adopted with a change	Art.8.6 'At least 15 calendar days before adoption....'  The question of the SC Honorarium will be discussed at the Bureau and MB meetings in February and March 2016.
<b>Item 21.</b> Election Vice-Chair/Bureau member	The election of a new Vice-Chair/Bureau member will be done through MB written procedure	Julia Werner (MB Germany) put herself forward for the post of Vice-Chair/Bureau member.  MB members have until 11 December to send further candidacies.
<b>Item 22.</b> Adoption of E-procurement. Establishment and implementation	Adopted	

Approved by the Chair of the Management Board  
on 26 November 2015

*SIGNED*

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Elisabeth Freytag-Rigler