

**LIST OF DECISIONS AND GUIDANCE
76TH BUREAU MEETING, 15 OCTOBER 2018**

Agenda item	Outcome	Comments
1 Adoption of the agenda (Doc. EEA/BU/76/01-Rev1)	The Bureau adopted the agenda with one modification.	- Agenda item 3 was rescheduled to be addressed after agenda item 16. - The final agenda of the 76th Bureau meeting is included in Annex 1.
2 Adoption 75th Bureau minutes, 24 April 2018 (Doc. EEA/BU/76/02)	The Bureau adopted the minutes as drafted.	No comments were formulated by the Bureau in advance or during the meeting.
3 Approval of draft agenda for the 83rd Management Board, 5 December 2018 (Doc. EEA/BU/76/03) (The agenda item was addressed after item 16.)	<i>Meeting schedule</i> The Bureau agreed to organising the Board meeting from Tuesday, 4 December 2018, 13.00 until Wednesday, 5 December 2018, 13.00; at the EEA premises in Copenhagen. <i>Draft agenda</i> - The Bureau agreed on some modifications to the draft agenda. - The draft agenda for the 83rd MB meeting is included in Annex 2. The draft agenda is still subject to changes. The Bureau mandated the Management Board Chair to re-schedule the agenda items, following the agreement to hold the meeting over two half days.	- The decision was taken against the background of the MB seminar being postponed until 2019, and the extensive agenda for the meeting. - The agreed modifications: <ul style="list-style-type: none"> . In light of the delay in the publication of the Commission SWD on the evaluation of EEA and Eionet, the agenda item on the adoption of the MB recommendations on the EEA/Eionet evaluation was postponed until the 84th MB. . Inclusion of a Commission presentation on the outcome of the EEA/Eionet evaluation, and initial MB reflections. . Inclusion of a session on exemplary use cases for Copernicus data. . Replacing the item on EEA annual budget 2018 by adoption through an MB written procedure.
4 Draft 82nd Management Board meeting minutes, 19 June 2018 (Doc. EEA/BU/76/04)	The Bureau took note of the minutes.	No comments were formulated by the Bureau in advance or during the meeting



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5 Update by the Management Board Chair, including decisions since the last meeting	<p><i>Decision since 82nd Board meeting</i></p> <p>The Chair informed on the decision by the Chair of the Board ⁽¹⁾ on the appointment of the members to the Working Group (WG) to the EEA Management Board to assist with the drafting of Management Board recommendations on the Commission evaluation of the EEA and Eionet.</p>	<ul style="list-style-type: none"> - Decision EEA/MB_Chair/2018/033 (of 19 July 2018) - Appointed members: <ul style="list-style-type: none"> . Ms Laura Burke (WG Chair), MB Chair and MB member from Ireland; . Ms Alda Ozola, MB member from Latvia; . Mr André Weidenhaupt, MB member from Luxembourg; . Mr Michal Pastvinský, MB member from Czech Republic; and . Mr Valéry Morard, MB member from France.
	<p><i>Observer from non-EU Member State in the Bureau</i></p> <p>The Chair will send a letter to the five countries concerned, inviting the MB members to choose from amongst them the Bureau observer for the non-EU Member State countries from 2019 onwards.</p>	<p>Context: Since 2011, the Bureau includes an observer from the non-EU Member State (MS) countries. The MB members of the five non-EU MS ⁽²⁾ choose a representative among themselves for a 2-year term, who is appointed in a personal capacity (in analogy with the Vice-Chair).</p>
6 Verbal update by the Scientific Committee Chair	The Bureau took note of the update from the Scientific Committee Chair.	The Scientific Committee (SC) Vice-Chair delivered the update on behalf of the SC Chair.
7 Verbal update by the Executive Director	The Bureau took note of the update from the Executive Director.	
	<p><i>SOER 2020</i></p> <ul style="list-style-type: none"> - The Bureau discussed the timing for the SOER 2020 reports, in particular in relation to information provision to new EP members and candidate Commissioners. - The Commission highlighted the need for information being timely and publically available in light of the upcoming political changes. - The Executive Director confirmed the EEA's commitment to provide support to the new EP members and 	<p>Context: SOER 2020 reports planning:</p> <ul style="list-style-type: none"> - SOER 2020 Integrated Assessment report will be published in English by December 2019 to coincide with the changing EU policy cycle (early inputs will be available at the time of European Parliament hearings of Commissioners-designate), and will include an executive summary; - The SOER 2020 synthesis report is foreseen to be published in autumn 2020, and will combine an updated

¹ In accordance with the EEA Management Board Decision EEA/MB/2018/020 on the establishment of a Working Group to the EEA Management Board to assist with the drafting of Management Board recommendations on the Commission evaluation of the EEA and Eionet, and requesting an opinion of the Agency's Scientific Committee, of 19 June 2018

² Iceland, Liechtenstein, Norway, Switzerland and Turkey



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	<p>candidate Commissioners, and highlighted that the SOER 2020 builds on EEA reporting and assessments, which are published on EEA's website.</p> <ul style="list-style-type: none"> - The Bureau noted the wealth of EEA's knowledge and experience, which can help shape future EU policy priorities. 	<p>summary of the 2019 report with stakeholder inputs.</p>
8 Verbal update by the European Commission	<p>The Bureau took note of the update from European Commission.</p>	<p>An exchange took place on the possible timing for the political agreement on the Multiannual Financial Framework (MFF) 2021–2027, which is anticipated for the first half of 2019.</p>
9 Evaluation of EEA and Eionet: Management Board recommendations on Commission Staff Working Document (Doc. EEA/BU/76/09)	<p><i>Update by the European Commission</i></p> <ul style="list-style-type: none"> - The Bureau took note of the verbal update by the DG ENV representative on the ongoing EEA/Eionet evaluation, in particular on the process and timelines - The European Commission confirmed the commitment to present the outcomes of the EEA/Eionet evaluation at the 83rd Board meeting in December. <p><i>MB recommendations</i></p> <p>The Bureau agreed that:</p> <ul style="list-style-type: none"> - The work of the Working Group (WG), the coordinated input from NFPs and the Scientific Committee's opinion; have to be postponed; given the delay in the publication of the Commission SWD. - The WG meeting date should be set to 23 January 2018, allowing for the majority of the WG members to participate in the single item Bureau video/tele conference at the EEA premises. (See decision under item 16.B) 	<p>Context: Commission-led evaluation of the EEA and Eionet⁽³⁾, following the Better Regulation guidelines.</p> <ul style="list-style-type: none"> - The publication of the draft Staff Working Document (SWD) on the evaluation is experiencing delays, and will be the earliest occur by mid-November; and - The Commission foresees a workshop on the follow-up of the evaluation early 2019. <p>Context: MB decision on Board recommendations on the EEA/Eionet evaluation⁽⁴⁾:</p> <ul style="list-style-type: none"> - The mandate of the Working Group consists of drafting a proposal for Management Board recommendations on the Commission evaluation report, in light of the foreseen adoption of final MB recommendations. - The Board invited National Focal Points (NFPs) to provide the EEA/Eionet Evaluation Working Group with a coordinated input to the work of the Working Group, in

³ The Commission's Roadmap for the evaluation is available at: http://ec.europa.eu/smart-regulation/roadmaps/docs/2018_env_002_eea_evaluation_en.pdf.

⁴ EEA Management Board Decision EEA/MB/2018/020 on the establishment of a Working Group to the EEA Management Board to assist with the drafting of Management Board recommendations on the Commission evaluation of the EEA and Eionet, and requesting an opinion of the Agency's Scientific Committee, of 19 June 2018



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	<ul style="list-style-type: none"> - The adoption of the Board recommendations on the EEA/Eionet evaluation, originally foreseen for the 83rd Board meeting in December, is to be postponed until the 84th or 85th Board meeting. 	<ul style="list-style-type: none"> particular with respect to issues of relevance to the network - The Board requested the Scientific Committee (SC) to issue its opinion on the Commission's evaluation report, in particular with respect to scientific matters concerning the Agency's activities and other aspects of direct concern to the SC.
<p>10 Article 50 of the Treaty on European Union: Implications for EEA of 'Brexit' (Standing item: verbal update if available)</p>	<ul style="list-style-type: none"> - The Bureau took note of the update by the Executive Director on: <ul style="list-style-type: none"> a) Information provided so far to EEA staff concerned; b) Developing the internal process regarding the potential use of individual derogations; c) The limited Commission guidance received to-date; and d) Exchanges between Heads of Agencies and the European Commission, in the EUAN context. - The Bureau took note of the update by the Commission, including: <ul style="list-style-type: none"> a) The Commission will engage with EEA over the coming period to assess the implications of 'Brexit' on EU-level compliance datasets; b) Potential future membership of the UK in the European Environment Agency; and c) Negotiations are still ongoing. 	<ul style="list-style-type: none"> - Context: Article 50 of the Treaty on European Union: Implications for EEA of 'Brexit' is a standing agenda item for Bureau meetings for the foreseeable future, as decided at the Bureau's 74th meeting of 24 April 2018. - According to European Commission guidance, the possible use of individual derogations (with regard to the statutory condition to be a national of an EEA member country), is the prerogative of the Agency's Executive Director as appointing authority for EEA staff. <i>(The proposed approach towards such derogations was discussed at the 82nd Board meeting of 19 June 2018)</i>
<p>11 Towards an EEA Strategy 2021–2027: Process and timelines (Doc. EEA/BU/76/11)</p>	<ul style="list-style-type: none"> - The Bureau re-confirmed the Board's agreement in principle regarding the development of a short EEA Strategy. - The Bureau agreed that <ul style="list-style-type: none"> . The development of the future EEA Strategy is still subject to clarifications regarding the EEA context through e.g. the outcome of the EEA/Eionet evaluation, agreement on the next MFF, a potential 8th EAP, and the EEA future role in relation to Copernicus; and . The timeline for the development of the future EEA Strategy 2021–2027 should take this into account. 	<p>Context: At its 82nd meeting of 19 June 2018, the Board agreed in principle to the EEA proposal to develop an EEA strategy to replace the Multiannual Work Programme as of the end of 2020, with a time horizon 2021–2027 (the period of the next Multiannual Financial Framework (MFF)).</p>



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12 Management Board seminar on 4 December 2018: Finalisation of form and content (Doc. EEA/BU/76/12)	<p><i>Scope</i></p> <ul style="list-style-type: none"> - The Bureau agreed to the Agency's proposal to focus the next Board seminar on topics of direct relevance for the EEA Strategy. - The Bureau re-confirmed that the original topic for the next Board seminar '<i>New opportunities offered by Big Data, Copernicus and citizen science for strengthening of EEA's role as knowledge provider through innovation of monitoring – Data – Information management (MDIAK)</i>' is still of interest to the Board. 	<ul style="list-style-type: none"> - The Chair concluded that in first instance an agenda item on the use of Copernicus data could be considered for the 83rd Board meeting in December, while also keeping the full topic in mind for a potential Board seminar.
	<p><i>Timing</i></p> <p>The Bureau agreed to postpone the next Board seminar until June 2019, when it is anticipated that there would be less uncertainty in relation to the Agency's future context.</p>	
13 EEA Single Programming Document (SPD) 2019–2021, including AWP 2019: Note on Key Performance Indicators; response to consultation; process and timelines for finalisation following the stakeholder consultation (Doc. EEA/BU/76/13)	<p><i>Priority setting</i></p> <p>The Bureau agreed to the need to prioritise the demands on work of the Agency, recognising the resource constraints.</p>	<p>The Bureau welcomed the Commission suggestion, to reflect jointly with the EEA on the diverging views between the Agency and the Commission regarding the Agency's priorities under the SPD 2019–2021, and to discuss different options to bring to the Board in December.</p> <p>The proposed approach is to maintain a stable set of KPIs across the remainder of the current Multiannual Work Programme.</p>
	<p><i>Key Performance Indicators (KPIs)</i></p> <p>The Bureau assessed the revised set of Key Performance Indicators (KPIs) to be appropriate; and agreed to the inclusion of the KPIs in the final version of the SPD 2019–2021, which will be put forward to the Board for approval at its 83rd meeting in December.</p>	
14 EEA Single Programming Document (SPD) 2020–2022, including AWP 2020: Process and timelines, estimated budget for 2020, and strategic highlights for 2020 (Doc. EEA/BU/76/14)	<p>The Bureau agreed to the development of a streamlined draft SPD 2020–2022, with a focus on headline priorities for the Annual Work Programme (AWP) for 2020.</p>	<p>The decision was taken in light of the uncertainties in relation to EEA's context (also discussed under item 12), and with the aim of reducing administrative burden.</p>

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15 Management Board and Bureau		
A. Organisational review of Board and Bureau: Guidance on differentiation of roles (<i>Doc. EEA/BU/76/15.A</i>)	<ul style="list-style-type: none"> - The Bureau took note of the update provided by the MB Chair, on behalf of the Chair of the RoP Review Committee. - Overall the Bureau endorsed the Committee's findings and recommendations on the differentiations of roles for specific use cases, while also recognising the Board's mandate to decide on the final proposals. - The Bureau recommended that the appointment of Scientific Committee members, should not be permanently delegated to the Bureau. 	<ul style="list-style-type: none"> - Context: Review of the Rules of Procedure of the EEA Management Board and Bureau (RoP) and the functioning of the Board and Bureau supported by the RoP Review Committee. - The Review Committee will bring a consolidated proposal forward to the 83rd MB in December 2018, regarding: <ul style="list-style-type: none"> a) Changes in relation to the functioning of Board and Bureau, aiming at freeing up Management Board capacity to focus on strategic aspects; and b) The overall scope of revisions to the RoP. - The actual RoP revision is foreseen by early 2019, and should allow for an integration of new provisions under the upcoming revision of the Framework Financial Regulation.
B. Meeting calendar 2019: Revision (<i>Doc. EEA/BU/76/15.B</i>)	<p><i>January 2019 Bureau meeting</i></p> <p>The Bureau agreed to organising a tele/video-conference on 23 January with the single purpose of adopting the draft SPD 2020-2022, and to hold a physical meeting of the Bureau closer to the March Board meeting (date still to be decided).</p> <hr/> <p><i>December 2019 Board meeting</i></p> <p>The Bureau agreed to propose to the Board the following changes:</p> <ul style="list-style-type: none"> - The December 2019 Management Board meeting to take place on Tuesday, 3 December 2019 in Brussels; - To replace the foreseen MB seminar with the MB participation in the SOER 2020 Integrated Assessment report launch on Wednesday, 4 December 2019, in Brussels. 	<p>The Bureau further agreed that the date for the meeting of the WG on the evaluation, should be organised back-to-back to the 23 January Bureau meeting, thus allowing WG members, who are also members of the Bureau to participate from the EEA premises.</p> <hr/> <p>The MB participation in SOER launch will allow EEA to draw upon Management Board members as part of the SOER 2020 outreach in Brussels (e.g. through engagement with the Permanent Representations).</p> <p>The proposed revised meeting calendar for 2019 is included in Annex 3, and includes the date for the 74th SC meeting, in autumn 2019: 29-30 October 2019 (decided by the SC on 4 October 2018).</p>



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16 Budget 2018		
A. Budget 2018: first amendment	The Bureau agreed to the adoption of the first amendment to the 2018 budget through a written procedure with the Management Board.	
B. Updated procurement plan 2018	<i>Updated procurement plan 2018</i> The Bureau agreed to the adoption of the updated procurement plan for 2018 through a written procedure with the Management Board.	
	<i>Future procurement plan monitoring</i> The Bureau proposed that in the future in-year monitoring of procurement plans, and adoption of revisions of the procurement plans, should be delegated to the Bureau; given the executive nature of the task.	The adoption could potentially be addressed through a written procedure with the Bureau.
17 Overview of audits	The Bureau took note of the update on audits provided by the EEA Head of Administrative Services, on behalf of the Agency's Internal Audit Capability.	
18 Follow-up actions on discharge 2016	<i>Follow-up actions on discharge 2016</i> - The Bureau took note of the update of the Executive Director regarding the discharge 2016.	
	<i>MB engagement in discharge process</i> The Chair asked the Agency to bring forward to the Board: - A structured overview of all processes related to the discharge (from preliminary accounts to granted discharge), and including the interactions with the external auditors, the European Court of Auditors and the Agency's discharge authority (European Parliament); - A proposal for the appropriate level of MB/BU engagement in relation to the discharge processes.	

The meeting closed at 15h20.

Approved by the EEA Bureau at its 76th meeting
in Copenhagen, 15 October 2018

[Signed]

Laura Burke
Chair, EEA Management Board

Annexes

- Annex 1: Final agenda of 76th Bureau meeting
Monday 15 October 2018, 9.30–17.00, Copenhagen
- Annex 2: Draft agenda of 83rd Management Board meeting
Tuesday, 4 December 2018, 13.00 – Wednesday, 5 December 2018, 13.00 (EEA premises)
- Annex 3: Meeting dates 2019: Changes proposed to the Management Board
- Annex 4: Participants list
Monday 15 October 2018, 9.30–17.00, Copenhagen