



**MINUTES OF THE 71st MANAGEMENT BOARD MEETING
19 November 2014**

Approved by the Chair of the Management Board on 18 March 2015

SIGNED

Elisabeth Freytag-Rigler
Chair, EEA Management

Record of proceedings:

The Chair, Elisabeth Freytag-Rigler, opened the meeting by welcoming new Board members and presenting apologies on behalf of those members unable to attend.

The tabled documents were acknowledged during the course of the meeting (list included after the agenda in Annex 1).

Final agenda:	Annex 1
Attendance list:	Annex 2
Action list:	Annex 3
Decision list:	Annex 4

ITEMS 1-2 FOR DECISION

Item 1 Adoption of draft agenda

The Board adopted the agenda ([Doc. EEA/MB/71/01rev.1](#)) without changes.

Item 2 Adoption of the 70th Management Board minutes, 17 June 2014

The Board adopted the minutes of the 70th Management Board meeting held on 17 June 2014 without changes. The MB Secretariat took note of the Eurostat request to update the attendance list for the final version of the minutes.

The final version (Doc. EEA/MB/71/02-final) of the minutes is available on Forum.

The members also took note of the tabled MB rolling action list.

ITEMS 3-7 FOR INFORMATION

Item 3 Draft minutes of the 64th Bureau meeting, 7 October 2014

The members took note of the draft minutes from the October Bureau meeting that had been sent to them for information.

The representative of the European Commission requested a minor change to be reflected in draft Bureau minutes, concerning his contribution to the discussion on the anti-fraud strategy.

Item 4 Update by the Chair (oral)

Under this item the Chair informed that her intention during her mandate was to strengthen the involvement of Board members and the communication between MBs and NFPs.

In addition, she reported on the following:

- her attendance to the NFP meeting in Bratislava;
- visit to the Brussels Liaison Office (BLO);
- successful completion of the MB written procedure for the approval of the third amendment of the EEA Budget 2014 (Swiss contribution);
- meeting with the SMT (more details under item 16).

The MB UK invited the Chair and EEA to consider a welcome package for new MB members. This was her second MB meeting; looking at the way the MB operates she had concluded that new Board members would benefit from an induction briefing looking at the way the MB operates, this could also ensure closer contacts with NFPs.

Item 5 Update by the Scientific Committee Chair (oral)

Further to her [presentation](#) on the latest activities of the Scientific Committee (SC), the SC Chair reported on plans for future seminars. In February 2015, the SC would discuss the EEAcademy and follow-up of Late Lessons. In June 2015, the seminar would focus on the competing uses of the underground.

In addition, the SC Chair informed that a two-pager document with the main outcomes and follow-up from the October seminar on ecosystems was being finalised. The document would be circulated to main players including DG Environment and DG Research.

The Board took note of the update.

Item 6 Update by the Executive Director

Taking the progress report as read (see Doc. EEA/MB/71/06), the Executive Director highlighted work being done on climate change, including key products on climate mitigation and air quality and air pollution, green economy and policy evaluation.

With reference to the NFP meeting in Bratislava, he reported that the agenda had moved from a process focus to a content focused agenda. In addition, he made reference to Agency organisational processes, such as the structural alignment of the organisation, matrix management, and the staff engagement survey. Other major EEA processes such as SOER 2015, EEAcademy and Copernicus would be discussed under their respective items.

For more details on the Executive Director's presentation see [here](#).

The MB took note of the report.

ITEMS 7-15 FOR DECISION

Item 7 Follow-up discharge – CLOSED SESSION

The discussion and conclusion concerning this item were confidential and held in closed session without participation of EEA staff, with the exception of the MB and Legal Officers.

Item 8 Executive Director's engagement in outside activities. International Resource Panel (UNEP)

The Management Board endorsed the participation of the EEA Executive Director in the International Resource Panel.

For more details of the nature of the engagement see [here](#).

Item 9 Adoption of the EEA Work Programme (AWP) 2015

The Management Board adopted the EEA Work Programme 2015.

In addition, the MB congratulated the Agency for a well-developed work programme.

Item 10 Adoption of the EEA Budget 2015

The Board adopted the EEA Budget for 2015.

The adoption of the EEA Budget 2015 is subject to the adoption of the EU Budget 2015.

Item 11 Approval Eurostat Work Programme 2015

The Eurostat Work Programme 2015, in the field of the environment was approved subject to the condition that the final document does not substantially differ from the draft approved by the Management Board on 19 November 2014.

The EEA and Eurostat will confirm this as soon as the final Eurostat Work Programme 2015 has been endorsed.

Item 12 Approval Internal Audit Charter

The Management Board approved the Internal Audit Charter, upon clarification by the Internal Audit Capability of issues such as risk approach raised by the representative of the European Commission.

Item 13 Approval EEA Anti-Fraud Strategy

The Management Board approved the EEA Anti-Fraud Strategy, as set out in document [EEA/MB/71/13](#).

Item 14 Designation new Scientific Committee members – CLOSED SESSION

The deliberations under this item were conducted in closed session.

Further to that, the Management Board decided to designate by unanimity the three experts proposed by the SC Selection Committee. It should be noted however, that Board members who were members of the SC selection committee recused themselves from voting:

Area of expertise	Experts shortlisted by Evaluation committee (name, nationality, sex, age)
Environment and climate change evaluation	Mikael Skou Andersen, Danish, M53
Ecosystem services and wellbeing	Malgorzata Grodzinska-Jurczak, Polish, F48
Foresight and long-term transitions	Per Mickwitz, Finnish, M50

This decision was taken with the understanding that no candidate would be asked to work or give advice in any of the areas that are close to their previous or current tasks, in order to avoid real or perceived conflict of interests.

In addition, the Management Board decided to revise the current SC Rules of Procedure (RoP) to reflect their recommendations as follows:

- cooling off period and maximum percentage of former EEA staff members in the Scientific Committee (a two/three-year cooling off period and a 20% maximum of the SC members having been former EEA staff members was discussed);

- the composition of the SC Selection Committee, including its Chair (the discussion identified that a Board member chairing this committee would be an appropriate approach).

In closing, the Board emphasized the independent nature of the Scientific Committee work, and advised to look into gender and geographical balance in future procedures, keeping in mind that the main selection criteria for SC members must be their scientific excellence.

Item 15 Election Vice-Chair/Bureau member

Andrzej Jagusiewicz, MB Poland, was re-elected as Vice-Chair/Bureau member for a three-year mandate, in line with the MB Rules of Procedure.

His mandate will be effective until 18 November 2017.

ITEMS 16-21 FOR GUIDANCE

Item 16 Governance. Functioning of MB and Bureau

With reference to the Chair's meeting with the SMT on the functioning of the Management Board and Bureau, she reported that she did not foresee radical changes as in her opinion the running of the governing bodies was functioning well.

Regarding the question raised in June on the frequency of meetings, the Chair proposed to continue with three MB and three Bureau meetings per year, with one Bureau meeting being organised back-to-back with the Management Board. The schedule would be half a day Bureau, followed by the MB meeting split in 2 half days, this would give the opportunity for an evening together in Copenhagen. She suggested to have a test run in June 2015.

Further to that, she proposed to continue with one MB seminar a year, as it was an opportunity to bring together NFP and SC members on topics of common interest with the MB.

The meeting location for MB and Bureau meetings would normally be in Copenhagen, with the exception of one MB meeting abroad, possibly together with the MB seminar. In 2015, the EEA was exploring the possibility of holding the November MB and seminar in the EP headquarters in Brussels.

The Board members agreed with the proposed changes.

Item 17 Copernicus

The Executive Director gave an overview of the latest development regarding the signature of the new Copernicus Delegation agreement between the EU and the EEA, and on the implementation of the Copernicus land monitoring service and the in situ component, as proposed by the new Copernicus Regulation 377/2014.

The new Delegation agreement included a few changes as compared with the draft presented to the Board in June, namely:

- a maximum of 6 Contract Agents to cover the delegated tasks;
- revised budget to cover internal EEA expenditures;
- quarterly reporting;
- cash-flow changed into six-monthly pre-financing requests.

For more detailed information of the changes, see tabled document [EEA/MB/71/17](#).

The Board reflected on the proposed changes and agreed to delegate to the Executive Director the signature of the Delegation agreement between the EU and the EEA. This would be followed by a MB written procedure for the amendment of the EEA Budget 2014.

Further to that, the Executive Director announced that the recruitment of Contract Agents will start in 2015.

In closing, the MB concluded that the discussion on whether these tasks become new core tasks will be taken in the future, depending on whether the EEA founding Regulation is amended in 2016.

Item 18 SOER 2015

Further to the information provided in document [EEA/MB/71/18](#), the Executive Director said that development of the SOER 2015 was well on track. The country fiches would be sent for MB approval in December.

In addition, he informed that the official launch would take place in Brussels on 4 March, followed by a presentation in the EP with stakeholders on 5 March, and a presentation in the Council on 6 March.

Concerning national launches, the Executive Director guaranteed a senior EEA representative, yet he confirmed he could not attend launches in all Member States and West Balkan countries. Furthermore, he said that the EEA expectation would be a half day event, with a panel reflection and a potential talk to the press.

With regard to the Executive Summary, the expert designated by the European Parliament advised to take into account not only EU environment but also the EU environmental footprint, and the international role and influence of the EEA. Further to that, he emphasized the need to reflect the important role of education in the improvement of the environment.

The MB reflected on the different aspects of the report and planned outreach, stating that for the SOER 2015 to be known and influential, it should be written in a language that is accessible to the general public. The important role of the press in echoing the SOER report was also noted.

Item 19 Environment Knowledge Community (EKC). Follow-up Dimesa-MB workshop

The Executive Director made a [presentation](#) on the EKC, clarifying the background behind the initiative, as well as the intention to tackle give the EKC a network approach. The ambition was to have a five-year programme through the EEAcademy. The SC and Eionet would have a clear role in the EKC.

In addition, the representative of the European Commission informed that this process grew out of the Group of 4 in 2005. He emphasized that the EKC should be seen as a multilateral process, not a bilateral one.

With reference to the MB reply to the NFP input to the Dimesa-MB workshop in June, the Chair informed that the Board reply would be approved through MB written procedure before the end of January 2015. In addition, she proposed to organise the MB seminar in 2016 on the EKC; the decision would be taken during 2015 depending on how the initiative develops.

The MB took note of the EKC initiative.

Item 20 EEAcademy

The Executive Director gave a [presentation](#) on the reasoning behind the EEAcademy and its status so far. He clarified that the intention was not to create a new institution but to structure existing work.

Further to that, the SC Chair said that the Scientific Committee was committed to be behind the academy. In her view this initiative was important for capacity building beyond the EU. In addition, she reported on discussions with the SC and the Bureau which had focused on the importance of quality assurance of EEAcademy products and its governance.

The Board suggested to set up a small MB group to look, with the EEA and SC, into aspects such as governance, quality assurance and terms of reference, as well as resources allocated to the EEAcademy.

Item 21 Engagement with the European Neighbourhood

Taking document [EEA/MB/71/21](#) as read, the Executive Director said that future work in this area would take into consideration the impact on core Agency resources and on whether the investment of those resources are in processes that deliver results.

The MB reflected on the issues raised in the document, strongly supporting continuity of EEA work with the European Neighbourhood, however they also advised that future engagement should focus on deliverables. Given the scarcity of resources, the Board welcomed a future reflection on the orientation and landscape of activities with the European Neighbourhood.

ITEMS 22-26 FOR INFORMATION

Item 22 Overview of audits

The Board took note of the overview of the last Agency audits, as set out in document [EEA/MB/71/22](#).

Item 23 Priorities of the Latvian Presidency

Alda Ozola (MB Latvia) gave an overview of the priorities of the Latvian Presidency. The presentation is available [here](#).

Item 24 EEA Publication Plan 2014. Update

The MB took note of the updated publication plan for 2014.

In addition, the Executive Director informed that the goal for 2015 was to publish 90% of the planned publications. In 2014, the EEA had reached 80% of the plan.

Item 25 EEA Meeting dates 2015

The MB members took note of the meeting dates for 2015.

The MB also took note of the plan to hold the November MB and seminar in the European Parliament in Brussels, subject to the absence of clashes with the EP Plenary in Strasbourg.

Item 26 Feedback from MB members

The Board members did not have anything to report under this item.

The meeting closed at 16.55

ANNEX 1 – Final agenda of the 71st Management Board
Wednesday 19 November 2014

FOR DECISION

1. Adoption of draft agenda
2. Adoption of the 70th Management Board minutes, 17 June 2014

FOR INFORMATION

3. Draft minutes 64th Bureau meeting, 7 October 2014
4. Update by the MB Chair
5. Update by the SC Chair
6. Update by the Executive Director

FOR DECISION

7. Follow-up discharge
8. Executive Director's engagement in outside activities: International Resource Panel (UNEP)
9. Adoption of the EEA Annual Work Programme (AWP) 2015
10. Adoption of the EEA Budget 2015
11. Approval Eurostat Work Programme 2015
12. Approval Internal Audit Charter
13. Approval EEA Anti-Fraud strategy
14. Designation of new Scientific Committee members
15. Election Vice-Chair/Bureau member

FOR GUIDANCE

16. Governance. Functioning of MB and Bureau
17. Copernicus
18. SOER 2015
19. Environment Knowledge Community (EKC). Follow-up Dimesa-MB workshop
20. EEAcademy
21. Engagement with European Neighbourhood

FOR INFORMATION

22. Overview of audits
23. Priorities Latvian Presidency
24. EEA Publication Plan. Update
25. EEA meeting dates 2015
26. Feedback from Management Board members

[Tabled documents](#)

71st MANAGEMENT BOARD - Signature list

Copenhagen, 19 November 2014

MEMBER COUNTRIES

COUNTRY		NAME	ORGANISATION	SIGNATURE
CHAIRMAN		Elisabeth FREYTAG-RIGLER	Chair of the EEA Management Board	SIGNED
AUSTRIA	Member:			
	Alternate:	Wilhelm VOGEL	Environment Agency Austria	SIGNED
	Expert:			
BELGIUM	Member:	Francis BRANCART	European Policy and International Agreements	SIGNED
	Alternate:	Véronique VERBEKE	Department Reporting and Environmental Impacts	APOLOGIES
	Expert:			
BULGARIA	Member:	Vanya GRIGOROVA	Bulgarian Environment Agency	SIGNED
	Alternate:	Philip PENCHEV	Bulgarian Environment Agency	APOLOGIES
	Expert:			
CROATIA	Member:	Neven VOĆA	Croatian Environment Agency	SIGNED
	Alternate:	Savka KUČAR DRAGIČEVIĆ	Croatian Environment Agency	APOLOGIES
	Expert:			

COUNTRY		NAME	ORGANISATION	SIGNATURE
CYPRUS	<i>Member:</i>	Costas HADJIPANAYIOTOU	Ministry of Agriculture, Natural Resources and Environment	APOLOGIES
	<i>Alternate:</i>	Charalambos HAJIPAKKOS	Ministry of Agriculture, Natural Resources and Environment	APOLOGIES
	<i>Expert:</i>	Nasia DIKIGOROPOULOU	NFP	SIGNED
CZECH REPUBLIC	<i>Member:</i>	Michal PASTVINSKÝ	Ministry of the Environment	APOLOGIES
	<i>Alternate:</i>	Jana RŮŽIČKOVÁ	Ministry of Environment	SIGNED
	<i>Other:</i>			
DENMARK	<i>Member:</i>	Mikkel AARØ-HANSEN	Danish Ministry of the Environment	SIGNED
	<i>Alternate:</i>	Henrik Hedemann OLSEN	Danish Nature Agency	APOLOGIES
	<i>Expert:</i>	Charlotte MELCHIORSEN	NFP	SIGNED
ESTONIA	<i>Member:</i>	Allan GROMOV	Ministry of Environment	SIGNED
	<i>Alternate:</i>			
	<i>Expert:</i>			
FINLAND	<i>Member:</i>	Laura HÖIJER	Ministry of Environment	APOLOGIES
	<i>Alternate:</i>	Pekka HARJU-AUTTI	Ministry of Environment	SIGNED
	<i>Expert:</i>			
FRANCE	<i>Member:</i>	Bruno VERLON	Ministère de l'Ecologie et du Développement Durable	SIGNED
	<i>Alternate:</i>	Guillaume COUNIO	Sous-Directeur Régulation Européenne	APOLOGIES
	<i>Expert:</i>			

COUNTRY		NAME	ORGANISATION	SIGNATURE
GERMANY	<i>Member:</i>	Eva KRACHT	Ministry for the Environment, Nature Conservation Building and Nuclear Safety	SIGNED
	<i>Alternate:</i>	Christina PYKONEN	NFP	SIGNED
	<i>Expert:</i>			
GREECE	<i>Member:</i>	Maria PEPPA	Ministry of Environment Energy and Climate Change	APOLOGIES
	<i>Alternate:</i>	Nicholas MANTZARIS	Ministry of Environment Energy and Climate Change	APOLOGIES
	<i>Expert:</i>	Evelina STAMOULI	Ministry of Environment Energy and Climate Change	SIGNED
HUNGARY	<i>Member:</i>	Krisztina PRÉM	Ministry of Rural Development	APOLOGIES
	<i>Alternate:</i>	Petra PÉNTEK	Ministry of Agriculture	APOLOGIES
	<i>Expert:</i>			
ICELAND	<i>Member:</i>	Hermann SVEINBJÖRNSSON	Ministry of Environment	SIGNED
	<i>Alternate:</i>			
	<i>Expert:</i>			
IRELAND	<i>Member:</i>	David WALSH	Department of the Environment, Heritage and Local Government	APOLOGIES
	<i>Alternate:</i>	Laura BURKE	Environmental Protection Agency	SIGNED
	<i>Expert:</i>			
ITALY	<i>Member:</i>	Giovanni BRUNELLI	Ministero dell'Ambiente	SIGNED
	<i>Alternate:</i>	Valeria RIZZO	Ministero dell'Ambiente	APOLOGIES
	<i>Expert:</i>			

COUNTRY		NAME	ORGANISATION	SIGNATURE
LATVIA	<i>Member:</i>	Alda OZOLA	Ministry of the Environmental Protection and Regional Development of the Republic of Latvia	SIGNED
	<i>Alternate:</i>	Inita STIKUTE	Latvian Environment, Geology and Meteorology Centre	APOLOGIES
	<i>Expert:</i>			
LIECHTENSTEIN	<i>Member:</i>	Helmut KINDLE	Director National Office of Environment	APOLOGIES
	<i>Alternate:</i>			
	<i>Expert:</i>			
LITHUANIA	<i>Member:</i>	Aldona MARGERIENE	Environmental Protection Agency	SIGNED
	<i>Alternate:</i>	Vytautas NARUŠEVIČIOUS	Environmental Protection Agency Activity Planning and Public Information Division	APOLOGIES
	<i>Expert:</i>			
LUXEMBOURG	<i>Member:</i>	Eric DE BRABANTER	Ministère du Développement durable et des Infrastructures	APOLOGIES
	<i>Alternate:</i>	Pierre PRUM	Ministère du Développement durable et des Infrastructures	APOLOGIES
	<i>Expert:</i>			
MALTA	<i>Member:</i>	Vincent CASSAR	Malta Environment and Planning Authority	SIGNED
	<i>Alternate:</i>	Suzanne GAUCI	Malta Environment and Planning Authority	APOLOGIES
	<i>Expert:</i>			
NETHERLANDS	<i>Member:</i>	Koen de SNOO	Ministry of Infrastructure and Environment	SIGNED
	<i>Alternate:</i>	Dick C. De BRUIJN	Dutch Ministry of Infrastructure and Environment	APOLOGIES
	<i>Expert:</i>			

COUNTRY		NAME	ORGANISATION	SIGNATURE
NORWAY	<i>Member:</i>	Kari HOLDEN	Data, Climate and Pollution Agency	SIGNED
	<i>Alternate:</i>	Øystein NESJE	Ministry of Environment	APOLOGIES
	<i>Expert:</i>			
POLAND	<i>Member:</i>	Andrzej JAGUSIEWICZ	Chief Inspectorate for Environmental Protection	SIGNED
	<i>Alternate:</i>			
	<i>Expert:</i>			
PORTUGAL	<i>Member:</i>	Nuno LACASTA	Portuguese Environment Agency, Ministry for Agriculture, Environment, Sea and Spatial Planning	APOLOGIES
	<i>Alternate:</i>	Alexandra CARVALHO	Portuguese Environment Agency, Ministry for Agriculture, Environment, Sea and Spatial Planning	APOLOGIES
	<i>Expert:</i>	Susana ESCÁRIA	Ministry of Environment, Spatial Planning and Energy	SIGNED
ROMANIA	<i>Member:</i>	Doina CATRINOIU	National Environment Protection Agency	SIGNED
	<i>Alternate:</i>	Gabriela VASILIU-ISAC	NFP	APOLOGIES
	<i>Expert:</i>			
SLOVAK REPUBLIC	<i>Member:</i>	Martin VAVŘINEK	Slovak Environmental Agency	SIGNED
	<i>Alternate:</i>	Katarína KOSKOVÁ	NFP	APOLOGIES
	<i>Expert:</i>			
SLOVENIA	<i>Member:</i>	Joško KNEZ	Environmental Agency	APOLOGIES
	<i>Alternate:</i>	Gregor SLUGA	Environmental Agency	APOLOGIES
	<i>Expert:</i>	Nataša KOVAČ	Senior Consultant, International Cooperation	SIGNED

COUNTRY		NAME	ORGANISATION	SIGNATURE
SPAIN	<i>Member:</i>	Guillermina YANGUAS MONTERO	Ministerio de Medio Ambiente	APOLOGIES
	<i>Alternate:</i>	Elisa RIVERA MENDOZA	Ministerio de Agricultura, Alimentacion y Medio Ambiente	SIGNED
	<i>Expert:</i>	Nieves MESTRE MORALES ALBO	Ministerio de Agricultura, Alimentacion y Medio Ambiente	APOLOGIES
SWEDEN	<i>Member:</i>	Maria ÅGREN	Swedish Environmental Protection Agency	APOLOGIES
	<i>Alternate:</i>	Martin ERIKSSON	Swedish Environmental Protection Agency	SIGNED
	<i>Expert:</i>			
SWITZERLAND	<i>Member:</i>	Bruno OBERLE	Federal Office for the Environment	APOLOGIES
	<i>Alternate:</i>	Gérard POFFET	Federal Office for the Environment	SIGNED
	<i>Expert:</i>	Nicolas PERRITAZ	NFP	SIGNED
TURKEY	<i>Member:</i>	Mustafa ÖZTÜRK	Ministry of Environment and Urbanization	APOLOGIES
	<i>Alternate:</i>	Mehmet Mustafa SATILMIŞ	Environmental Impact Assessment, Permit and Inspection	APOLOGIES
	<i>Expert:</i>	Mahmut DAĞAŞAN	Ministry of Environment and Urbanisation	SIGNED
	<i>Expert:</i>	Tugçe YÜKSEL IRFANOĞLU	Ministry of Environment and Urbanisation	SIGNED
UNITED KINGDOM	<i>Member:</i>	Jill WORDLEY	Department for Environment, Food and Rural Affairs (DEFRA)	SIGNED
	<i>Alternate:</i>	Peter HELM	Department for Environment, Food and Rural Affairs (DEFRA)	APOLOGIES
	<i>Expert:</i>			

COUNTRY	NAME	ORGANISATION	SIGNATURE
EUROPEAN COMMISSION	Nicholas BANFIELD	JRC	SIGNED
	Maria BETTI	JRC	APOLOGIES
	Peter PAART	JRC	SIGNED
	Kurt VANDENBERGHE	DG Research	APOLOGIES
	Mireille DELPRAT	Adviser in Directorate	SIGNED
	Marcel JORTAY	Estat/ E	SIGNED
EUROPEAN PARLIAMENT	Peter HENNICKE	Wuppertal Institut für Klima, Umwelt, Energie	SIGNED
	Michael SCOULLOS	University of Athens	SIGNED
EEA SCIENTIFIC COMMITTEE	Sybille van den HOVE	Chair of EEA Scientific Committee	SIGNED
EEA STAFF COMMITTEE	Hans-Martin Füssel	Project Manager in ACC4	
GUEST	Alexandre PAQUOT	DG CLIMA	SIGNED
EEA STAFF	Hans BRUYNINCKX	Executive Director	SIGNED
	Sigfus BJARNASON	Head of programme - OSE	
	Peder JENSEN	Head of programme - PAN	
	Jock MARTIN	Head of programme - IEA	
	Paul McALEAVEY	Head of programme - ACC	
	Søren NIELSEN	Head of programme - ADS	
	Katja ROSENBOHM	Head of programme - COM	

EEA STAFF	Chris STEENMANS	Head of programme - MDI	
	Ronan UHEL	Head of programme - NSV	
	Petra FAGERHOLM	Head of group - EDO1	
	David STANNERS	Senior Adviser	
	Jeff HUNTINGTON	Senior Adviser	
	Elena OSTÁRIZ	Management Board Secretariat - EDO0	SIGNED
	Ulrike HOFFMANN	Secretary - EDO support	

ANNEX 3 – Action List

ACTIONS	Status 15 January 2015
To publish on Forum the final minutes of the 70 th Management Board	To do
To develop a welcome package for MB members	To do
To inform the Bureau and MB when the final draft of the Eurostat work programme 2015 has been adopted and confirm that this version does not deviate in substance from the version approved by the MB on 19 November 2014	To do
To amend the SC RoP in line with the decisions taken under item 14	To do
To launch a MB written procedure for the amendment of the EEA Budget 2014 following the signature of the Copernicus Delegation agreement	Done
To send the SOER country fiches for MB approval	Done
To set up a small MB group work with EEA and SC on the EEAcademy (issues identified so far: ToRs, governance, quality assurance and resources)	To do
To launch a MB written procedure for the approval of the MB response to the NFP letter with input to the Dimesa-MB workshop	Ongoing


AMMEX 4 - List of Decisions and Guidance, 71st Management Board meeting, 19 November 2014, EEA

Agenda item	Decisions	Comments
Item 1. Adoption of agenda	Adopted	-
Item 2. Adoption of the 70 th Management Board minutes, 17 June 2014	Adopted	The attendance list will be amended according to comments received.
Item 7. Follow-up discharge	CLOSED SESSION	-
Item 8. Executive Director's engagement in outside activities: International Resource panel	Endorsed the participation of the Executive Director in the International Resource panel	The activity will start in 2015.
Item 9. Adoption EEA Annual Work Programme (AWP) 2015	Endorsed	-
Item 10. Adoption EEA Budget 2015	Adopted	The adoption of the EEA budget 2015 is conditional upon the approval by the budgetary authorities of the subsidy for the EEA within the Community budget for 2015, as well as the EEA establishment table for 2015
Item 11. Approval Eurostat Work Programme 2015	Approved the Eurostat Work Programme 2015, in the field of the environment	The approval of the Eurostat Work Programme 2015 in the field of the environment is subject to confirmation that the finally adopted programme does not differ substantially from the draft approved by the MB on 19 November 2014.
Item 12. Approval Internal Audit Charter	Approved	-
Item 13. Approval EEA Anti-Fraud Strategy	Approved	-
Item 14. Designation of new Scientific Committee members	Decided to designate three new experts as members of the EEA Scientific Committee. Decided to amend the SC RoP to reflect the MB guidance.	The list of new SC members and areas of expertise is listed in the annex to this decision list. The new SC RoP would reflect the cooling off period and maximum percentage of former EEA staff in the SC, as well as the composition of the SC Selection Committee including its Chair.

Item 15. Election Vice-Chair/Bureau member	Andrzej Jagusiewicz was re-elected for another three-year term as Vice-Chair/Bureau member	Andrzej Jagusiewicz's term is effective as of 19 November 2014 until 18 November 2017.
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Agenda item	Guidance	Comments
Item 16 Governance. Functioning MB and Bureau	Took note of the update	<p>The frequency of meetings will remain unchanged (3 Bureau and 3 MB meetings per year plus the MB seminar).</p> <p>The spring Bureau will be organised back-to-back with the June MB (half day Bureau, 2 half days MB, including social event).</p> <p>The location of meetings will normally be Copenhagen, with the MB & seminar being hosted in a MS or Brussels.</p>
Item 17. Copernicus	Took note of the tabled document and supported the signing of the Delegation agreement	<p>The MB supported the signing of the Delegation agreement provided it does not differ in substance from the draft presented to them in June 2014.</p> <p>A MB written procedure for the amendment of the EEA Budget 2014 will be launched in December.</p>
Item 18. SOER 2015	Provided feedback on the executive summary	MB to approve the country fiches before the end of December. EEA will circulate the country fiches at the beginning of December.
Item 19. Environment Knowledge Community (EKC). Follow-up Dimesa-MB workshop	Took note of the update	The MB response to the NFP letter from June 2014 will be approved by MB written procedure, to be launched shortly after the MB.
Item 20. EEAcademy	Took note of the update	A follow-up update and possibly the ToRs for the EEAcademy will be provided to the MB in March.
Item 21. Engagement with European Neighbourhood	Provided guidance on future EEA engagement with the European Neighbourhood	Future work on this area would focus on results.

Approved by the Chair of the Management Board
on 19 November 2014

SIGNED

Elisabeth Freytag-Rigler