



LIST OF DECISIONS AND GUIDANCE
91ST BUREAU MEETING, 8 DECEMBER 2021

Agenda item	Outcome	Comments
Opening of the meeting	The Chair welcomed participants.	Anna Otmalm, Chair of the MB Advisory Committee (MBAC) on Eionet mapping, joined the meeting as a guest to prepare for the MB discussions on the topic.
FOR ADOPTION		
1 Agenda of the 91 st Bureau meeting	The meeting agenda was adopted, with the addition of a change to the May 2022 Bureau meeting date, and information points raised by the European Commission.	<p>The Bureau approved the change of the virtual Bureau meeting date from 5 May to 11 May 2022 at 10:00-12:00. The updated list of meeting dates is available in annex 3.</p> <p>The European Commission (DG ENV) informed the Bureau that an intergroup between DG ENV and EEA will be set up to ensure more structured coordination in a context of increasing needs for EEA to support EU policies. An audit by the European Commission's Internal Audit Service pointed to insufficiencies in the way DG ENV performs its coordinating role towards the EEA, which gives an opportunity to set up such an agile working structure to anticipate issues e.g. on SPD, and improve the coordination also in relation to other DGs. The Commission also reminded the Bureau that the evaluation of the EEA, to be launched early 2022, will cover the period 2017-2021. The Bureau highlighted the importance of the involvement of the MB and the Bureau in the evaluation and welcomed the opportunity for a more forward-looking evaluation to position the Agency into the future.</p>
FOR DECISION		
2 Final amendment to the procurement plan 2021	The Bureau approved the final amendment to the procurement plan 2021.	The Bureau did not identify any issues of concern to be brought to the attention of the Board.
FOR BUREAU ORIENTATION IN PREPARATION OF THE 94th MANAGEMENT BOARD		
3 94 th MB meeting agenda	The Bureau took note of the Management Board meeting agenda.	The Bureau did not identify any issues of concern to be brought to the attention of the Board.



Agenda item	Outcome	Comments
4 Progress on Eionet mapping exercise in the countries and next steps	<p>The Bureau welcomed the approach proposed by the Chair of the MBAC to frame the discussions in the MB meeting.</p> <p>The Bureau highlighted the excellent work done by the MBAC in guiding the countries through the mapping exercise. They expressed their support for the MBAC to continue steering the transformation of Eionet in the countries in the coming year.</p>	<p>The Bureau highlighted the importance of providing opportunities for countries to share experiences and of supporting the development of action plans for countries to transform the national Eionet setups.</p>
5 Eurostat Work Programme for 2022	<p>The Bureau recommended the MB to adopt the Eurostat Work Programme for 2022.</p>	<p>The Bureau expressed interest in future updates on the work on Full International and Global Accounts for Research in Input-Output Analysis.</p>
6 Adoption of Single Programming Document (SPD) 2022-2024 including (1) EEA Annual budget 2022 and (2) financing decision on ETCs for 2022	<p>The Bureau recommended the MB to adopt the Single Programming Document (SPD) 2022-2024, pending some final changes to be outlined in the MB meeting.</p> <p>The Bureau recommended the MB to adopt the annual budget 2022 and the financing decision on ETCs for 2022.</p>	<p>After the SPD 2022-2024 was sent to the MB, further discussions took place between EEA and Commission services on the sections related to resources and additional tasks, resulting in late changes that will be outlined in the MB meeting, mainly in relation to recruitment for LULUCF posts. Upon adoption of the SPD 2022-2024 by the MB, the adopted version of the SPD which will include the changes presented in the MB meeting, will be shared with the MB.</p> <p>The Bureau recognised the governance issue caused by the late provision of changes to an SPD which was put forward for adoption. The Bureau called for an improved process with clear timelines and deadlines for everyone involved.</p>
7 Standing delegation of adoption to the Bureau of the initial draft Single Programming Document (SPD) 2023-2025	<p>The Bureau recommended the MB to adopt the standing delegation of the adoption of the initial draft Single Programming Document (SPD) to the Bureau, including the adoption of the initial draft SPD 2023-2025.</p>	<p>The adoption of the initial draft SPD is delegated to the Bureau every year, so a standing delegation constitutes an efficiency gain.</p>
8 Third amendment to the EEA budget 2021	<p>The Bureau recommended the MB to adopt the third amendment to the EEA budget 2021.</p>	<p>A clerical error in one title in the MB decision will be corrected in the final version.</p> <p>The Bureau recognised the issue of support functions often missing from resourcing plans of new activities, thus causing a strain on EEA.</p>
9 Decision on the European Topic Centre call on Biodiversity and Ecosystems	<p>The Bureau recommended the MB to adopt the decisions required to launch the call on the European Topic Centre on Biodiversity and Ecosystems.</p>	<p>The procedure to establish an ETC evaluation committee will be similar as in the last round to ensure consistency.</p>



Agenda item	Outcome	Comments
10 Approval of Key Performance Indicators for the Executive Director	The Bureau recommended the MB to approve the Key Performance Indicators for the Executive Director for reporting year 2021.	The Bureau did not identify any issues of concern to be brought to the attention of the Board.
11 Appraisal of the Executive Director: Appointment of reporting officers	The Bureau recommended the MB to appoint the three reporting officers for the appraisal of the Executive Director.	The Bureau did not identify any issues of concern to be brought to the attention of the Board.
12 Selection procedure of the EEA's next Executive Director: steps and timeline	The Bureau welcomed the clarity of the steps of the selection procedure of the EEA's next Executive Director. The Bureau recommended the MB to take the proposed decisions related to the selection procedure.	The Bureau highlighted the importance of the vacancy notice in promoting excellence in the applications for the position of Executive Director, and the role of the MB in selecting the best candidate to manage the Agency.
FOR INFORMATION		
13 Feedback from Bureau members	The Bureau did not raise any further comments.	

Documents provided for information (no discussion in the meeting unless raised by a Bureau member under AP 11 Feedback from Bureau members):

- CAAR 2021: Process and timelines (EEA/BU/91/14)
- Overview of audits (EEA/BU/91/15)
- Outcome EEA discharge process 2019 and follow-up of discharge 2020(EEA/BU/91/16)

The meeting closed at 18.40

Approved by the EEA Bureau at its 91st meeting
MS Teams video conference, 8 December 2021

Signed

Laura Burke
Chair, EEA Management Board

Annexes

- Annex 1: Final agenda of 91st Bureau meeting, 8 December 2021
- Annex 2: Participants list, 91st Bureau meeting, 8 December 2021
- Annex 3: Revised meeting dates 2022



Annex 1:

**Draft agenda of the 91st Bureau meeting
Wednesday, 8 December 2021, 16:30-18:30, virtual meeting**

AGENDA ITEM	DOCUMENTS
FOR ADOPTION	
1. Agenda of the 91 st Bureau meeting	EEA/BU/91/01

FOR DECISION	
2. Final amendment to the procurement plan 2021	EEA/BU/91/02

FOR BUREAU ORIENTATION IN PREPARATION OF THE 94th MANAGEMENT BOARD	
3. 94 th MB meeting agenda	EEA/MB/94/01
4. Progress on Eionet mapping exercise in the countries and next steps	EEA/MB/94/08
5. Eurostat Work Programme for 2022	EEA/MB/94/9A
6. Adoption of Single Programming Document (SPD) 2022-2024 including (1) EEA Annual budget 2022 and (2) financing decision on ETCs for 2022	EEA/MB/94/9B
7. Standing delegation of adoption to the Bureau of the initial draft Single Programming Document (SPD) 2023-2025	EEA/MB/94/9C
8. Third amendment to the EEA budget 2021	EEA/MB/94/9D
9. Decision on the European Topic Centre call on Biodiversity and Ecosystems*	EEA/MB/94/9E
10. Approval of Key Performance Indicators for the Executive Director*	EEA/MB/94/11
11. Appraisal of the Executive Director: Appointment of reporting officers*	EEA/MB/94/12
12. Selection procedure of the EEA's next Executive Director: steps and timeline*	EEA/MB/94/13

FOR INFORMATION	
13. Feedback from Bureau members	[Verbal update]

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- Overview of audits (EEA/BU/91/15)
- Outcome EEA discharge process 2019 and follow-up of discharge 2020 (EEA/BU/91/16)


Annex 2: Participants list, 91st Bureau meeting, Wednesday 8 December 2021, 16:30–18:30 CET, video conference

Name	Represented country/organisation	Role	Attendance
Laura Burke	Ireland	Chair	
Michal Pastvinský	Czech Republic	Vice-Chair	
Diane Simiu	France	Vice-Chair	
Julia Werner	Germany	Vice-Chair	
Alessandro Bratti	Italy	Vice-Chair	
André Weidenhaupt	Luxembourg	Vice-Chair	
Gilles Gantelet	European Commission (DG ENV)		
Josiane Masson	European Commission (DG ENV)		
Yvon Slingenberg	European Commission (DG CLIMA)		
Cécile Hanoune	European Commission (DG CLIMA)		
Jürgen Salay	European Commission (DG CLIMA)		
Lena Neij	European Parliament representative		
Per Mickwitz	Chair of the Scientific Committee		
Bergþóra Njála Guðmundsdóttir	Observer from non-EU member state (Iceland)		
Anna Otmalm	Observer	Chair MBAC Eionet mapping	
Hans Bruyninckx	EEA		
Martin Adams	EEA		
Luc Bas	EEA		
Eva Jensen	EEA		
Riyong Kim	EEA		
Jock Martin	EEA		
Soren Nielsen	EEA		
Katja Rosenbohm	EEA		
Chris Steenmans	EEA		
Milan Chrenko	EEA		
Jasmiina Laurmaa	EEA/MB Secretariat		



DRAFT MEETING DATES IN 2022
MANAGEMENT BOARD, BUREAU, SCIENTIFIC COMMITTEE AND NFP/EIONET

VERSION OF 08.12.2021

Meeting	Proposed date
Bureau (virtual)	Thursday 27 January 2022 (14:00-16:30)
81 st Scientific Committee (virtual or physical tbd)	Tuesday-Wednesday, 22-23 February 2022
NFP/Eionet meeting	Tuesday-Thursday 1-3 March 2022
Bureau	Wednesday, 23 March 2022
95th Management Board	Thursday, 24 March 2022
Bureau (virtual)	Wednesday, 11 May 2022 (10:00-12:00)
82 nd Scientific Committee	Tuesday-Wednesday, 17-18 May 2022
NFP/Eionet meeting	Monday-Tuesday, 13-14 June 2022
Bureau	Wednesday, 15 June 2022
96th Management Board	Thursday, 16 June 2022
OR	
Joint MB/NFP/SC seminar back-to-back with the NFP Eionet meeting, Bureau and MB meetings	Tuesday-Thursday 14-16 June 2022
Bureau (virtual)	Thursday, 6 October 2022 (14:00–16:30)
NFP/Eionet meeting	Tuesday-Thursday, 11–13 October 2022
83 rd Scientific Committee	Tuesday-Wednesday, 25-26 October 2022
Bureau	Wednesday, 7 December 2022*
97th Management Board	Thursday, 8 December 2022*

**At the time of the proposal, the ENV Council dates were not known. Should the proposed dates coincide with ENV Council dates, alternative dates are 1 December 2022 for the 97th Management Board meeting and 30 November 2022 for the Bureau meeting.*