

**MINUTES OF THE 73RD BUREAU MEETING,
held in Lisbon on 4 October 2017**

Adopted by the Bureau at its meeting on 30 January 2018

Signed

Laura Burke
Chair, EEA Management Board

Record of proceedings

The new Chair, Laura Burke, opened the meeting by welcoming the Bureau members and observers; and thanked Portugal for hosting the meeting.

Final agenda: Annex 1
Attendance list: Annex 2
List of decisions and guidance at the 73rd BU meeting: Annex 3

ITEMS 1–2 FOR DECISION

Item 1 Adoption of draft agenda

The Bureau adopted the agenda (Doc. EEA/BU/73/01REV) without changes.

Item 2 Adoption 72nd Bureau minutes, 16 May 2017

The minutes (Doc. EEA/BU/73/02) were adopted without changes.

ITEMS 3–7 FOR INFORMATION

Item 3 Draft minutes 79th Management Board, 13 June 2017

The Bureau took note of the draft minutes of the 79th Management Board meeting held on 13 June 2017 (Doc. EEA/BU/73/03) and agreed on a minor linguistic modification.

The Chair reminded the Bureau of the decision taken at the 79th Board meeting regarding the provision of a short CV and a Declaration of Interest (DoI) by Board members *‘The Board decided that all Board members are to provide a short CV and a Declaration of Interest (on a voluntary basis), with the purpose of publication on the EEA website. As an alternative to the DoI, the country’s Permanent Representation could provide a statement on the country’s position that the appointing country is solely responsible for preventing and managing conflict of interests concerning its member (and alternate member) of the EEA Board and that therefore no DoI are provided for publication on EEA’s website.’* The Chair asked the Bureau members to provide the agreed information for the EEA website and advised that the Management Board (MB) Secretariat will contact all Board members shortly regarding the issue.

Item 4 Update by the Management Board Chair

The Chair reported on the following matters:

- the meeting with European Environment Agency’s (EEA) staff and Senior Management Team (SMT) on 23-24 August, in preparation of taking up office on 1 September 2017;



- the Chair's participation at the NFP/Eionet meeting on 3 October (back-to-back with the Bureau meeting), allowing introduction of the Chair to the network; and
- The Chair's intention to engage with the Board and Bureau in a discussion regarding a potential organisational review of the two governance bodies.

Item 5 Update by the Scientific Committee Chair

The Chair of the Scientific Committee (SC) updated the Bureau on the following topics:

- The DG Research/ DG ENV/ DG CLIMA symposium to discuss environment and climate aspects of the next EU Research and Innovation Framework Programme (FP-9) as a successor to Horizon 2020 (FP8);
- the upcoming joint EEA-SC seminar on big data and environmental knowledge (10 October 2017, in Copenhagen);
- the upcoming Scientific Committee meeting (11 October 2017), in Copenhagen; and
- the finalisation of the SC formal opinion on the draft PD 2018-2020.

Item 6 Update by the Executive Director, including publication plan 2017 progress

Taking the document 'Update by the Executive Director' (Doc. EEA/BU/73/06) as read, the Executive Director presented an overview of highlights since the last meeting.

Following the presentation, the Bureau engaged in a discussion including the following:

- **SOER2020**

The SOER2020 prototypes are being consulted on with relevant European Commission DGs, NFPs and ETC managers (NFP/Eionet meeting on 3 October), National Reference Centres representatives (NRCs) on 'State of environment', NRCs on 'Forward-Looking Information and Services' (FLIS) and NRCs on 'Communication'.

The SOER2020 synthesis report will have a forward looking nature and is planned to be published in autumn 2020. The timing is coinciding with the expected trilogue discussions on the 8th EAP.
- **INSPIRE**
 - INSPIRE is being implemented at different speeds across the EU countries.
 - In light of the resource intensity of the full implementation of all INSPIRE implementing provisions, Commission-lead discussions on a potential simplification of INSPIRE implementing provisions is ongoing. The results are expected to be presented in December 2017.
- **Copernicus**
 - It was recognised that the Management Board does not have an oversight role with regard to the EEA work on Copernicus in the context of the Delegation Agreement with the European Commission.
 - In light of the significant (earmarked) budget for Copernicus work under the delegation agreement, it was suggested that the Board be informed at the next meeting on EEA current and future work in this area.



- The EEA also informed the Bureau on the significant increase in the uptake of Copernicus data in EEA reports. In 2017, data from Copernicus services has been used in 10 EEA reports.
- **ECA performance audits of European policies**
 - The mandate of the European Court of Auditors has been evolving from financial audits to include more performance audits of European policies,
 - EEA informed on the substantial inputs of EEA staff time and expertise.
 - The Bureau shared information on how performance audits
 - bring together information from across the EU through information gathering from thematic DGs in the Commission, EEA thematic staff, national authorities and national audit systems;
 - create an insight in the differences in implementation between countries; and improvement options for policy-making and policy implementation; and
 - result in 'soft' recommendations for discussion rather than requiring agreed actions.
 - The Bureau agreed that EEA expertise are adding value to the ECA performance audits.
- **Tourism and environment**
 - The Executive Director informed on the decision to publish the outcomes of the tourism work as two products: a) set of fiches (to be differentiated from indicators) and b) a technical report with methodological reflections on a monitoring system for tourism and environment, in support to country assessments on the topic.
 - The Bureau expressed an interest in further work on tourism but recognised that the European Commission plays a key role in further work on the topic and that this will require Commission internal coordination, as DG GROW is in charge of tourism policy.
- **Impact of EEA work**

The European Parliament designate expressed high appreciation for the quantity and quality of EEA work, informing on the concern regarding the limited take-up of EEA work in countries, and calling for considering different ways of distributing information on EEA products.

The Chair concluded with reminding the Bureau of the Management Board's oversight role and suggested to ensure special sessions at the Board meetings on EEA work of particular interest to the Board in this respect (such as Human Biomonitoring for Europe, Reportnet 3.0 and Copernicus). The Chair also informed on the foreseen session on the European Knowledge Community (EKC) at the December Board meeting in December.

In the margins of the presentation by the Executive Director, the EEA suggested to provide the Bureau with more information on the Pecha Kucha presentation style; and this with the sole purpose of informing on an emerging communication style¹.

¹ <http://www.pechakucha.org/>



Item 7 Update by the European Commission, including evaluation of EEA/Eionet Regulation

Update by DG ENV

The **DG ENV representative** informed about the following Commission activities:

- Commission work programme for 2017
 - Greening the economy
 - Better connecting citizens
 - Making it happen
- Possible new initiatives and Commission Work Programme 2018
- Ongoing EEA/Eionet evaluation

The Bureau members expressed particular interest in the **EEA/Eionet evaluation**.

- The update by the DG ENV representative provided the following background to the discussion:
 - The evaluation is progressing and the period until the stakeholder workshop on 5 December is a very intensive time;
 - The online public consultation is ongoing (launched 1 July and ending 23 October 2017);
 - The final round of interviews will take place over the next weeks, complemented by targeted mini-surveys to MB Members, NRCs and Commission policy units;
 - Formal invitations for the stakeholder workshop will be sent this week;
 - The workshop is planned to be organised around a short background document, giving a state of play of preliminary findings for each of the 13 evaluation questions in the roadmap;
 - The workshop will follow the spirit of ‘Chatham House Rules’ – i.e. not leading to official policy statements – aiming at a moment of open, active and constructive discussion;
 - On that basis the Commission will start drafting the Commission evaluation report, which will be discussed with the Commission’s Regulatory Scrutiny Board in the 1st quarter of 2018. The publication is foreseen before the summer break in 2018.
- The follow-up discussion in the Bureau included the following:
 - *Timelines for the consultancy project supporting the Commission evaluation*

A number of interviews with key stakeholders such as Board members (including the Chair), members of the European Parliament and the Chair of the Scientific Committee have not yet taken place. The Bureau expressed its concerns regarding the tight timelines for incorporating the outcomes of these interviews in the interim report in time, which will feed into the December stakeholder workshop.
 - *Process for the Commission evaluation report*
 - The Commission clarified that
 - the consultants interim report is seen as an internal Commission project document and it will not be shared with the EEA;
 - the drafting of the Commission Staff Working Document (SWD) on the evaluation of the EEA/Eionet Regulation will start before the finalisation of the final report from the Commission consultants to ensure the timely delivery of the



Commission SWD to the Regulatory Scrutiny Board, but that interim work of the consultancy will be available to feed into the SWD.

- The Bureau asked the European Commission to pay particular attention to the result of the consultancy work when drafting the Staff Working Document on the EEA/Eionet evaluation.
- Timely provision of sufficient background documentation for the December workshop
The Commission re-confirmed that sufficient and timely background information will be provided for the December workshop; and clarified that information on all the substantial elements regarding the consultancy work will be provided through factsheets.

The Chair concluded the discussion by summarising the main conclusions by calling for an effort to conclude the remaining interviews as soon as possible, by stressing the importance of the Commission being perceived following the established process; and by stressing the importance of providing sufficient and timely information to the workshop participants.

Upon a request for clarification, the DG ENV representative informed the Bureau on the Commission's resources outlook for EEA Agencies, which foresees a stabilisation of the total 2018 resources for EU Agencies and on the continued requirement on agencies to ensure that resources are used efficiently and focused on EU priorities. The DG CLIMA representative further clarified that the withdrawal of the UK from the EU in line with Article 50 of the Treaty on European Union should be envisaged as a risk in terms of resources.

- **Update by DG CLIMA**

The **DG CLIMA observer** informed about the following Climate policy developments:

- legislative proposals, presently in trilogue: EU ETS Directive, LULUCF Regulation and Effort Sharing Regulation, Energy Union Governance and Regulation on including international aviation into the EU Emissions Trading System (EU ETS);
- the start of the negotiations on the proposal for a Regulation on monitoring and reporting of CO₂ emissions from and fuel consumption of new heavy-duty vehicles;
- the linking of the Swiss and EU ETS, for which signature is foreseen at COP23;
- in relation to the future DG CLIMA work: proposal for the revision of the Regulation on CO₂ emissions from passenger cars, proposal for HDV standards (foreseen for first half of 2018), evaluation of the adaptation strategy, EU mid-century long-term low greenhouse gas emission development strategy in accordance with the Paris Agreement (EU mid-century strategy).

The Bureau exchanged information on the ongoing discussions regarding EEA's foreseen role in relation to the Energy Union Governance; and re-confirmed its support in relation to the EEA role foreseen in the Commission proposal.



ITEMS 8–14 STRATEGIC ORIENTATION

FOR GUIDANCE

Item 8 ETCs beyond 2018: ETC/ACM topic review and ‘light’ reviews for other ETCs

8A ETC/ACM topic review

The Agency’s Executive Director introduced background document EEA/BU/73/08A on the detailed review of the topic area addressed by the present European Topic Centre on Air Pollution and Climate Change Mitigation (ETC/ACM). This included a clarification on the differences between the ETC topic review as ongoing for the ETC/ACM and the ETC light review as ongoing for the other five ETCs.

The Chair of the ETC/ACM Review Committee presented the work of the Review Committee, which included:

- the internal ETC/ACM Review Committee background report on the present ETC/ACM topic and ETC/ACM
- the formulation of two options for the topic area addressed by ETC/ACM:
 - Option 1: To retain a single ETC working across the expanded topic area;
 - Option 2: To divide the topic area and establish two new ETCs;
- the drafting of proposals for Terms of References (ToR) for both options; and
- the evaluation of options and formulation of recommendations.

The Chair informed the Bureau of the Committee’s support for option 2 and on its intention to recommend to the EEA’s Management Board to establish two new ETCs in the topic areas of ‘Air pollution, Transport, Noise and Industry’ (ETC/ATNI) and ‘Climate change Mitigation and Energy’ (ETC/CME) in accordance with the draft Terms of References (ToR) presented at the meeting.

During the follow-up discussion in the Bureau, EEA provided clarifications regarding:

- the present EEA contribution to the ETC/ACM and the expected future EEA contribution under the two evaluated options; and
- the 2018 investments in the reporting infrastructure for the Energy Union Governance not being part of the ETC/ACM 2018 Action Plan.

The Bureau supported the ETC/ACM Review Committee’s findings and agreed that the ETC/ACM Review Committee recommendation can be presented to the December Management Board for decision.

8B ETC light review

The Agency’s Executive Director introduced background document EEA/BU/73/08B on the ETC/light review and highlighted that this is an internal Agency process with the aim of making the ETC ToRs fit-for-purpose for the testing of the market within the existing financial framework of the MAWP 2014-2020. The Bureau was invited to provide guidance on the scope of the proposed changes to the Terms of References (ToR) for the five European Topic Centres (ETC) subject to the ‘light’ review, to enable the revised ToRs (including an estimated budget ceiling) to be adopted at the 80th Board meeting in December 2017, so that the new call for ETCs can be launched in early 2018.



The Bureau discussion included the following:

- *Impact of the new EU Financial Regulation*
The EEA clarified that the removal of the non-profit principle is in particular of relevance for lump sum grant. For incumbent agreements, EEA foresees to continue the use of the costing model currently used for ETCs (versus lump sum).
- *Information on proposed changes for the five ETCs*
 - Some members of the Bureau commented on the fact that for two ETCs (ETC on Biological Diversity (BD) and ETC on Urban, Land and Soil ULS)) the proposed changes were less detailed than for the other three ETCs; and the need for including relevant policies and changes since the drafting of the MAWP.
 - The Executive Director highlighted the mentioning of a number of relevant policies in particular with respect to both ETCs on the intention to look further into EEA's potential future contributions in the field of LULUCF.
 - The DG ENV representative further informed on the Commission's expectations regarding the inclusion of work on SDGs and Invasive Alien Species (IAS); and on the final ToRs reflecting all ETC work anticipated under the Programming Document 2019-2021.

The Chair concluded the discussion by inviting further comments from the Bureau and by inviting EEA to align for the five ETCs the level of detail regarding the proposed changes to the ToRs, in preparation for the Board discussion and decision in December.

Item 9 Organisational review of the Board and Bureau meetings

The Chair introduced background document EEA/BU/73/09 and its aim of being a supporting document for the discussions in the Board and Bureau. The Chair invited the Bureau to an open discussion on the functioning of the Board and Bureau and potential opportunities to increase the efficiency and strategic impact of the governance processes.

The Bureau discussion included among other the following aspects:

- making well-functioning working practices more systematic;
- role of the Vice-Chairs;
- ways of facilitating strategic discussions in the Board;
- revisiting the delegation of power from the Board to the Bureau;
- limitation of overlap between the Board and Bureau functions; and
- regular evaluation of the added value of the governance bodies' contributions to the EEA.

The Bureau agreed to the Chair's proposal to establish a review committee for the Rules of Procedure of the EEA Management Board and Bureau (RoP), at the Board meeting in December.

The RoP Review Committee, would consider the review and revision of the 2015 RoP² in light of the following:

- The article 2(13) of the RoP requiring the Board to review every second year the application and implementation of its article 2 on the functioning of the Bureau;

² MB decision num. 016/EEA/MB(74)-GOV/2015



- Any changes in Board and Bureau mandates resulting from the new EU Financial Regulation; and
- The review of the functioning of the Board and Bureau with the aim of increasing the efficiency and strategic impact of the governance processes.

Item 10 Article 50 of the Treaty on European Union – implications for EEA of ‘Brexit’

The EEA introduced background document EEA/BU/73/10 on the internal EEA work following the UK’s notification of its intention to withdraw from the European Union.

The Bureau discussion included the following:

- *Article 50 Task Force (TF)*
 - The TF’s mandate to negotiate on behalf of the EU with the UK; and
 - The instruction that no sector-by-sector negotiations should be taking place.
- *The EEA receiving questions from high level UK officials regarding potential future implications*
 - Questions received relate among other to the potential contribution for the UK as a non-EU member country and the benefit to the UK of being an EEA member country;
 - The DG CLIMA representative clarified that, until further notice, any official communication from the EEA will have to be mandated by the TF;
- *Article 50 negotiations with the UK as a watching brief for the EEA Board and Bureau;*
 - The process for any potential future Board opinion on the matter should respect the instructions of the Article 50 Task Force; and
 - The participation in any strategic discussions on the issue should align with the TF approach (EU27 or sub-groups);

The Bureau agreed to a follow-up at the occasion of the 74th Bureau meeting in January 2018 on the basis of an EEA background paper listing options and scenarios.

Item 11 Commission report on Actions to Streamline Environmental Reporting: impact on EEA

The EEA introduced background document EEA/BU/73/11 regarding the planned process for defining the role of EEA and Eionet in support to the proposed actions by the European Commission to streamline environmental reporting, following the fitness check on environmental monitoring and reporting (EU Better Regulation agenda).

The Bureau took note of the process for defining the role of EEA and Eionet in relation to the Actions to Streamline Environmental Reporting.

Item 12 Programming Document 2018-2020: status of finalisation

The EEA introduced background document EEA/BU/73/12 on the finalisation of the Programming Document 2018–2020.

The Bureau took note of the status of finalisation for the PD 2018-2020.

In preparation of the December Board meeting, the EEA agreed to look into the Bureau’s suggestions to:

- to prepare a short document on key changes with regard to EEA work (in particular on new, expanding, discontinued and downscaled work); and the Agency’s priorities (small number of KPIs which would be interesting to report back on to the Board), and



- to provide further clarification with regards to earmarked funds.

Item 13 Initial Programming Document 2019-2021: structure, highlights and timetable

The EEA introduced background document EEA/BU/73/13 on the structure, highlights and timetable for the draft Programming Document (PD) 2019–2021 and the 2019 budget.

As for the PD 2018–2020, the Agency agreed to look into a way of providing more transparent information on resource implications of priority settings and activities financed through earmarked funding. In light of the change in the stakeholder consultation process, the timelines for the related Board and Bureau processes will be further reviewed with the aim of optimising the iterations with the two governance bodies.

FOR INFORMATION

Item 14 Review of NRCs

Taking the Doc. EEA/BU/73/14 as read Executive Director provided a short summary of the NRC review process.

The Bureau took note of the process for the NRC review.

CLOSED SESSION: EEA's Executive Director's contract

The discussions in closed session are not reflected in the minutes.

ITEMS 15–19 OPERATIONAL/ADMINISTRATIVE MATTERS

ITEM 15 FOR DECISION

Item 15 Draft agenda 80th Management Board, 6 December 2017

The draft agenda for the 80th Management Board meeting was approved after removing item 11 on the SOER2020 implementation plan and item 20 on the NRC review from the agenda;

It was also agreed that EEA would contact Eurostat to look into options regarding the Board's approval process for the Commission's statistical work programme in the field of environment (as required by Annex I(B)(1) of the EEA/Eionet Regulation).

ITEMS 16–17 FOR GUIDANCE

Item 16 Audits

16A Overview of audits

The Agency's Internal Audit Capability (IAC) introduced background document EEA/BU/73/16A (Overview of audits).

The Bureau took note of the overview of audits and auditors' visits to the Agency.

16B IAC work plan 2018

The Agency's IAC introduced background document EEA/BU/73/16B (IAC work plan 2018)

The Bureau took note of the 2018 annual audit plan of the Internal Audit Capability and agreed to present it for adoption by the Board in December.

16C Update of internal audit charter

The EEA's IAC introduced background document EEA/BU/73/16C (Update of internal audit charter).



The Bureau took note of the update of the internal audit charter for the IAC and agreed to present it for adoption by the Board in December.

The Bureau also discussed the assurance of the independency of the IAC from the Executive Director's office and established that this was complied with as:

The IAC work in the EEA is performed under the authority of the Management Board;

- The IAC reports directly to the Board (and the Executive Director); and
- The internal auditor of the IAC may address the Chairperson of the Management Board directly, if he/she considers it necessary.

Item 17 Internal control: new internal control framework and revised anti-fraud strategy

17A New internal control framework

The EEA's IAC introduced the background document EEA/BU/73/17A (New internal control framework)

The Bureau took note of the proposal for a new EEA internal control framework, in particular the internal control principles and characteristics, and agreed to present it for adoption by the Board in December.

17B Revised anti-fraud strategy

The EEA's IAC introduced the background document EEA/BU/73/17B (Revised anti-fraud strategy)

The Bureau took note of the revised EEA anti-fraud strategy and agreed to present it for adoption by the Board in December.

Item 18 Budget amendment

EEA introduced the background document EEA/BU/73/18 on the second amendment to the EEA budget for 2017 (core funds) related to direct contributions from non-EU member countries.

The Bureau took note of the upcoming second amendment to the EEA budget for 2017 and agreed to present it for adoption by the Board in December.

The Chair also suggested that EEA staff salary adjustments related to 2017 should be included in the 2017 budget execution.

Item 19 Feedback from Bureau members

The Management Board members of the European Parliament, Portugal and Luxembourg apologies for being prevented to participate in the December Board meeting.

The meeting closed at 16h34



Annex 1 Agenda of 73rd Bureau meeting
Wednesday, 4 October 2017, 9.30–17.00, Lisbon

FOR DECISION

1. Adoption draft agenda
2. Adoption 72nd Bureau minutes, 16 May 2017

FOR INFORMATION

3. Draft minutes 79th Management Board, 13 June 2017
4. Update by the Management Board Chair
5. Update by the Scientific Committee Chair
6. Update by the Executive Director
7. Update by the European Commission incl. evaluation of EEA/Eionet Regulation

STRATEGIC ORIENTATION

FOR GUIDANCE

8. ETCs beyond 2018: ETC/ACM topic review and 'light' reviews for other ETCs
9. Organisational review of the Board and Bureau meetings
10. Article 50 of the Treaty on European Union – implications for EEA of 'Brexit'
11. Commission report on Actions to Streamline Environmental Reporting: impact on EEA
12. Programming Document 2018-2020: status of finalisation
13. Initial Programming Document 2019-2021: structure, highlights and timetable

FOR INFORMATION

14. Review of NRCs

CLOSED SESSION

EEA's Executive Director's contract

OPERATIONAL/ADMINISTRATIVE MATTERS

FOR DECISION

15. Draft agenda 80th Management Board, 6 December 2017

FOR GUIDANCE

16. Audits: overview of audits, IAC work plan 2018 and update of IAC internal audit charter
17. Internal control: new internal control framework and revised anti-fraud strategy

FOR INFORMATION

18. Budget 2017: second amendment
19. Feedback from Bureau members



**Annex 2 Attendance list – 73rd Bureau meeting
Wednesday, 4 October 2017, 9.30–17.00, Lisbon**

MEMBERS	COUNTRY/AFFILIATION	ORGANISATION	ATTENDANCE
Laura BURKE	Ireland	Environmental Protection Agency (EPA)	Signed
André WEIDENHAUPT	Luxembourg	Ministère du Développement durable et des Infrastructures	Signed
Julia WERNER	Germany	Federal Ministry for the Environment, Nature Conservation, Building and Nuclear Safety	Signed
Nuno LACASTA	Portugal	Portuguese Environment Agency (APA)	Signed
Alda OZOLA	Latvia	Ministry of Environment Protection and Regional Development	Signed
Maria PEPPA	Greece	Ministry of Environment, Energy and Climate Change	Apologies
Michael SCOULLOS	European Parliament	University of Athens	Signed
Gilles GANTELET	European Commission	DG ENV, Director A – Policy	Signed
Artur RUNGE-METZGER	European Commission	DG CLIMA, Director	Signed
GUESTS/OBSERVER			
Per MICKWITZ	Chair, EEA Scientific Committee	Finnish Environment Institute	Signed
Herdís Helga SCHOPKA	Observer from non-EU Member State	Ministry for the Environment and Natural Resources, Iceland	Apologies
Jacques DELSALLE	European Commission	DG ENV	Signed
Hans BERGMAN	European Commission	DG CLIMA	Apologies
EEA staff			
Hans BRUYNINCKX	EEA	Executive Director	Signed
Paul MCALEAVEY	EEA	ACC	Signed
Søren NIELSEN	EEA	ADS	Signed
Katja ROSENHOHM	EEA	COM	Signed
Chris STEENMANS	EEA	IDM	Signed
Jock MARTIN	EEA	IEA	Signed
Ronan UHEL	EEA	NSS	Signed
David STANNERS	EEA	PAN	Signed
Teresa RIBEIRO	EEA	EDO	Signed
Anne-Marie BUTTOLO	EEA	EDO, Internal audit	Signed
Eva GOOSSENS	EEA	EDO, MB Secretariat	Signed



73rd Bureau meeting, 4 October 2017, Lisbon

Agenda item	Outcome	Comments
1 Adoption of the agenda	Adopted as drafted.	
2 Adoption 72nd Bureau minutes, 16 May 2017	Adopted as drafted.	The minutes will be published on the EEA website and the Forum.
3 Draft minutes 79th Management Board meeting, 13 June 2017	It was agreed to make a minor linguistic change in the version of the document for the 80 th Board meeting.	
8 ETCs beyond 2018: ETC/ACM topic review and 'light' reviews for other ETCs	<ul style="list-style-type: none"> - <i>ETC/ACM topic review</i> The Bureau took note of the work of the ETC/ACM Review Committee. The Bureau supported its proposed recommendation to the EEA's Management Board to establish two new ETCs in the topic areas of 'Air pollution, Transport, Noise and Industry' (ETC/ATNI) and 'Climate change Mitigation and Energy' (ETC/CME). - <i>'Light' ETC review</i> The Bureau took note of the internal EEA light review process and of the proposed changes for the five ETC ToRs. The Chair invited further comments from the Bureau and invited EEA to align for the five ETCs the level of detail regarding the proposed changes to the ToRs, in preparation for the Board discussion and decision in December. 	<ul style="list-style-type: none"> - <i>ETC/ACM topic review:</i> Detailed review of the topic area addressed by the present European Topic Centre on Air Pollution and Climate Change Mitigation. - <i>'Light' review:</i> Internal EEA process with the aim of making the ETC ToRs fit-for-purpose for the testing of the market within the existing financial framework of the MAWP 2014-2020. - <i>Further process</i> The Board is expected to approve the ToRs for all ETCs for the period 2019-2021 at its December meeting. The call for proposals for all ETCs is expected to be launched early 2018.
9 Organisational review of the Board and Bureau meetings	The Bureau agreed to the Chair's proposal to establish a review committee for the Rules of Procedure of the EEA Management Board and Bureau (RoP), at the Board meeting in December.	<p>The RoP Review Committee, would consider the review and revision of the 2015 RoP in light of the following:</p> <ul style="list-style-type: none"> - The RoP review clause (article 2(13)) on the functioning of the Bureau, - The potential changes in the Board and Bureau mandate resulting from the new EU Financial Regulation, and - The review of the functioning of the Board and Bureau with the aim of increasing the efficiency and strategic impact of the governance processes
10 Article 50 of the Treaty on European Union – implications for EEA of 'Brexit'	The Bureau agreed to a follow-up at the occasion of the next Bureau meeting in January 2018.	Internal follow-up work undertaken by the EEA in the light of the United Kingdom's notification of its intention to withdraw from the European Union.



Agenda item	Outcome	Comments
11 Commission report on Actions to Streamline Environmental Reporting: impact on EEA	The Bureau took note of the process for defining the role of EEA and Eionet in relation to the Actions to Streamline Environmental Reporting.	Planned process for defining the role of EEA and Eionet in support to the proposed actions by the European Commission to streamline environmental reporting, following the fitness check on environmental monitoring and reporting (EU Better regulation agenda).
12 Programming Document 2018-2020: status of finalisation	The Bureau took note of the status of finalisation for the PD 2018-2020.	In preparation of the December Board meeting, the EEA agreed to look into the Bureau's suggestions to: <ul style="list-style-type: none"> - prepare a short document on key changes with regard to EEA work and the priorities (small number of KPIs), - provide further clarification with regards to earmarked funds
13 Initial Programming Document 2019-2021: structure, highlights and timetable	The Bureau took note of the structure, highlights and timetable for PD 2019-2021.	
14 Review of NRCs	The Bureau took note of the process for the NRC light review.	Process to identify the actions needed to ensure that the NRC structure is aligned with the extended MAWP 2014-2020.
15 Draft agenda 80th Management Board meeting, 6 December 2017	The draft agenda was approved with some modifications (Items on the SOER implementation plan and on the NRC review were postponed to a later Board meeting).	Workshop on EEA/Eionet evaluation on 5 December back-to-back with the MB (COWI premises in Lyngby north of Copenhagen (Parallelsvej 2, 2800 Lyngby))
16 Audits: overview of audits, IAC work plan 2018 and update of IAC internal audit charter	<ul style="list-style-type: none"> - <i>Overview of audits</i> The Bureau took note of the overview of audits and auditors' visits to the Agency. - <i>IAC work plan 2018</i> The Bureau took note of the 2018 annual audit plan of the Internal Audit Capability and agreed to present it for adoption by the Board in December. - <i>Update of IAC internal audit charter</i> The Bureau took note of the update of the internal audit charter for the IAC and agreed to present it for adoption by the Board in December. 	
17 Internal control: new internal control framework and revised anti-fraud strategy	<ul style="list-style-type: none"> - <i>New internal control framework</i> The Bureau took note of the proposal for a new EEA internal control framework, in particular the internal control principles and characteristics, and agreed to present it for adoption by the Board in December. - <i>Revised EEA anti-fraud strategy</i> The Bureau took note of the revised EEA anti-fraud strategy and agreed to present it for adoption by the Board in December. 	



Agenda item	Outcome	Comments
18 Budget 2017: second amendment	The Bureau took note of the upcoming second amendment to the EEA budget for 2017 and agreed to present it for adoption by the Board in December.	Amendment (core funds) related to direct contributions from non-EU member countries.

Approved by the Chair of the Management Board on 4 October 2017

Signed

Laura Burke