

**MINUTES OF THE 75TH BUREAU MEETING,
held in Copenhagen on 24 April 2018**

Adopted by the Management Board
at its 76th meeting on 15 October 2018

[Signed]

Laura Burke
Chair, EEA Management Board

Record of proceedings

The Chair, Laura Burke, opened the meeting by welcoming the Bureau members (in particular the new Bureau member designated by the European Parliament), observers and the Chair of the RoP Review Committee; and presenting apologies on behalf of those unable to attend.

Final agenda:	Annex 1
Attendance list:	Annex 2
List of decisions and guidance:	Annex 3
List of items for future discussion and presentation:	Annex 4

ITEMS 1–2 FOR DECISION

Item 1 Adoption draft agenda

The Bureau adopted the draft agenda (Doc. EEA/BU/75/01) with one modification. Agenda item 6 was amended to 'Organisational review of the Board and Bureau meetings: Debrief from RoP Review Committee and decision on designation'.

Item 2 Adoption 74th Bureau minutes, 30 January 2018

The Bureau adopted the minutes of the 74th Bureau of 30 January 2018 (Doc. EEA/BU/75/02) as drafted.

ITEMS 3-4 FOR INFORMATION

Item 3 Draft minutes 81st Management Board, 7 March 2018

The Bureau took note of the draft minutes of the 81st Management Board meeting held on 7 March 2018. No comments were formulated by the Bureau in advance or during the meeting.

Item 4 Verbal update by the Management Board Chair, Scientific Committee Chair, Executive Director and the European Commission

4.A Verbal update by the Chair of the Management Board

The Chair provided a verbal update, including on the following aspects:

- Heads of EPAs meeting in Dublin on 12–13 April 2018, which was attended by countries and by the Commission Director-General for Environment Daniel Calleja Crespo;
- Ongoing written procedure on EEA implementing rules and guidelines under the Staff Regulation, with a deadline of 24 April 2018;
- The proposal for a first draft of the 'Analysis and assessment by the Board of the CAAR 2017, in preparation of the discussions under item 12; and



- To date, no information has been received from the Commission regarding its opinion on an agreement on the draft implementing rules for the Executive Director ⁽¹⁾.

4.B Verbal update by the Chair of the Scientific Committee

The Chair of the Scientific Committee (SC) provided a verbal update, with a focus on the following May activities:

- The upcoming joint EEA-SC seminar on 16 May on the subject environmental justice; and
- The upcoming SC meeting, at which the SC opinion on the Draft EEA Programming Document 2019-2021 will be adopted.

The Bureau took note of the verbal update and expressed its satisfaction with the performance of the Agency's Scientific Committee.

4.C Verbal update by the Executive Director

The Executive Director provided a verbal update of the EEA activities across each of the Agency's programmes Integrated Environmental Assessments (IEA), Air and Climate Change (ACC), Natural Systems and Sustainability (NSS), Partnership and networks (PAN), ICT and Data Management (IDM), Communications (COM), Administrative Services (ADS) and the Executive Director's Office (EDO).

The main highlights are the following:

- The SOER 2020 project progressing to schedule.
- EEA publications and submitted reports
 - EEA report on '*Perspectives on transition to sustainability*' ⁽²⁾
 - EEA report on '*National climate change vulnerability and risk assessments in Europe 2018*' ⁽³⁾
 - Report of the EEA Scientific Committee seminar '*Chemicals for a sustainable future*' ⁽⁴⁾
 - EU's annual greenhouse gas inventory report (submitted by the European Commission to the UNFCCC Secretariat)
 - Online EEA briefing on '*Appropriate taxes and incentives do affect purchases of new cars*' ⁽⁵⁾
 - Online EEA Newsletter Issue 2018/01, including an editorial on Copernicus and big data, and knowledge ⁽⁶⁾
 - *Provisional performance evaluation and scoring for the Eionet core data flows 2017* ⁽⁷⁾ – the provisional overall EU-28 scoring for 2017 is 89% compared to 85% for 2016 (MAWP target is 90 %)
- EEA dataset publications
 - Monitoring of CO2 emissions from passenger cars ⁽⁸⁾
 - Natura 2000 data - the European network of protected sites ⁽⁹⁾
- EEA upcoming reports
 - Circular and Bio-economy in Europe
 - Reuse Systems for Waste Prevention
 - State of Water report

¹ The Draft implementing rules were adopted for transmission to the Commission at the 74th meeting of the Bureau on 30 January 2018 (Decision EEA/BU/2018/003)

² <https://www.eea.europa.eu/publications/perspectives-on-transitions-to-sustainability>

³ <https://www.eea.europa.eu/publications/national-climate-change-vulnerability-2018>

⁴ <https://www.eea.europa.eu/about-us/governance/scientific-committee/reports/chemicals-for-a-sustainable-future>

⁵ <https://www.eea.europa.eu/publications/appropriate-taxes-and-incentives-do>

⁶ <https://www.eea.europa.eu/media/newsletter/eea-newsletter-issue-2018-1>

⁷ <https://www.eionet.europa.eu/dataflows/2017>

⁸ <https://www.eea.europa.eu/data-and-maps/data/co2-cars-emission-14>

⁹ <https://www.eea.europa.eu/data-and-maps/data/natura-9>



- Activities on the information systems for Europe, including on the Biodiversity Information System (BISE), Water Information System (WISE) and Forest Information System (FISE)
- Ongoing data flow management
 - Country reporting on Pollutant Release and Transfer Register (E-PRTR) is on track
 - Country reporting on Large Combustion Plants Inventory (LCP) is on track
- Emerging priorities
 - Energy Union Governance: Ongoing discussion with DG CLIMA and DG ENER concerning the future role of the EEA in the context of the Energy Union Governance, in particular with regard to reporting (and e-reporting) aspects
 - Sustainable Finance: EEA has been invited to participate in the expert group on the development of the taxonomy.
- Networks and partnerships
 - EPA meeting on 12–13 April
 - EU-funded ENI projects (2016-2020) with the East and South EU Neighborhood countries, for which the second-year progress reports have been submitted to DG NEAR.
 - Upcoming High level dialogue with UNECE and UNEP to align activities, in particular in the area of air pollution
 - European Knowledge Community
 - New foresight project proposed to consider pathways from the 7th EAP to possible 8th EAP
 - New data and information framework for the EKC was endorsed, based on a proposal from the EKC Task Force (chaired by the EEA)
- Specific communication activities
 - 3 Facebook live sessions on chemicals, on water and on Copernicus
 - EEA's 25th EEA Anniversary activities between October 2018 – June 2019, including the intention to organise a celebration event with the Agency's networks and bodies on 19 June 2019
- Audit
 - 6 out of 7 of the recommendations from the IAS audit on 'ICT, data and information management' have been fully implemented and are closed
- Discharge for 2016
 - The European Parliament has granted discharge, following a positive recommendation from the Council.
 - The discharge is overall positive and no major critical aspects identified.
 - EEA will prepare the 'Report of the Executive Director to the discharge authority on measures taken in the light of the Discharge Authority's recommendations of 2016'.

Following the Executive Director's verbal update, the Bureau engaged in a discussion, including on:

- Online EEA briefing on 'Appropriate taxes and incentives do affect purchases of new cars'
The EEA provided further clarifications regarding the briefing on updated information concerning the fuel efficiency of new cars sold in the European Union (EU). The briefing shows emissions of carbon dioxide (CO₂) from new cars stalled in 2017 compared to 2016. While past years have seen steady declines, new passenger cars registered in 2017 emitted on average 0.4 grams (g) of carbon dioxide CO₂ per kilometre more than in 2016.



- Facebook live sessions

EEA clarified that Facebook live sessions are low-cost outreach activities, promoted by communication to the over 75 000 EEA Facebook followers, and reaching an audience of 2 000 and above.

- Data inter-operability

- A Bureau member welcomed the EKC's new data and information framework, as this represents a coordination amongst the gate-keepers of data on EU level, and highlighted the challenges of data inter-operability in particular in relation to reporting and data gathering at the country level.
- EEA further clarified the two levels of data-interoperability:
 - at EU level, the European Interoperability Framework of 2017 ⁽¹⁰⁾, which sets clear actions on technical and governance level
 - in relation to the country level, the Commission's Actions to Streamline Environmental Reporting of 2017 ⁽¹¹⁾ includes actions in relation to the national level e.g. the initiative on Reportnet requiring interoperability both at national and EU level

The representative of DG ENV highlighted the importance of including the DG ENV Unit in charge of the cooperation with the EEA in all communication with Commission services related to inter-institutional cooperation; and this to ensure coherence with regard to the Commission's cooperation.

In relation to the EEA discharge, it was decided that EEA will inform the June Board meeting on the 2016 discharge, as well as on the Executive Director's responses to the Discharge Authority, i.e. the European Parliament.

4.D Verbal update by the European Commission

The **DG ENV** representative provided a verbal update, highlighting the following proposals and communications planned by May-June 2018:

- Proposals on water re-use and single use of plastics;
- Alignment proposal of environmental reporting obligations, which will amend several pieces of European legislation, and in some cases formalise the role of EEA without any additional obligation;
- Action plan on pollinators in June 2018 (tbc)
- EU's Multiannual Financial Framework (MFF) 2021-2025
 - Communication on the next MFF by 2 May 2018
 - Followed by legislative proposals between 29 May and 12 June as follows:
 - 29 May: Cohesion, CAP, Life, Common provisions
 - 6 June: Single market, Research, Strategic investments
 - 12 June: External policy, Security, Defence
 - Climate action mainstreaming under the next MFF
- Following the publication of the Action Plan on Sustainable Finance, a proposal on Sustainable finance taxonomy is being developed by FISMA in co-operation with CLIMA and ENV (May 2018, resource allocation to EEA still being discussed).
- Commission legislative proposals should be published by May 2018, in order to be still adopted under the present legislature, with some very few exemptions in relation to files with a very high political priority.

The **DG CLIMA** representative provided a verbal update, highlighting the following:

¹⁰ Communication COM(2017) 134 final from the Commission to the European Parliament, the Council and the Committee of the Regions on European Interoperability Framework – Implementation Strategy, of 23 March 2017

¹¹ European Commission Report COM(2017) 312 final to the European Parliament, the Council, the European Economic and Social Committee, and the Committee of the Regions on Actions to Streamline Environmental Reporting, of 9 June 2017



- Status of the legislative files:
 - Political agreement on Regulation on Monitoring and reporting of CO₂ from new Heavy Duty Vehicles,
 - New ETS 2021-2030 adopted on 2 February 2018, and
 - Non-ETS files on Effort Sharing and LULUCF texts were adopted in Parliament on 17 April 2018.
- The Commission's Communication on a Long-term EU strategy for the reduction of Greenhouse Gas (GHG) emissions is foreseen by November 2018.
- On the international level, the International Maritime Organization (IMO) agreed on GHG emissions reduction objective of at least 50% by 2050 compared to 2008.

The Executive Director further informed on the upcoming meeting with the Mauro Petriccione, the new Director General for DG CLIMA.

Following the update from the European Commission, the Bureau engaged in a discussion, including on:

- MFF beyond 2020
 - Members of the Bureau welcomed the mainstreaming of climate action, foreseen for the next MFF.
 - DG ENV clarified that the past EEA efforts regarding reduction of staff have been acknowledged by the Commission services, and informed on the specific DG ENV suggestions regarding EEA's budget, which were well received by DG BUDG:
 - EEA staff resources should not be further reduced;
 - The overall EEA budget envelope should increase, in light of emerging new tasks; and
 - New tasks assigned to the EEA should be reflected in the allocation of new resources.

The DG ENV representative further highlighted the importance of transparency on past efforts and resource allocation by the Agency, to ensure a common understanding among the Commission, Parliament and Council regarding the Agency's resource constraints.
- Priority setting in a context of resource constraints
 - A Vice-Chair highlighted that in order for the Board to fulfil its oversight role regarding the Agency's programming of activities and resources; it is important that any new priority areas/tasks for the Agency are proposed and evaluated in the context of the process for the Agency's Programming Documents.
 - The DG ENV representative highlighted the need to reflect further on negative priorities for the Agency, allowing for potential future resource reallocation to new tasks.
 - It was recognised that non-core financing of the Agency's role in the Copernicus Programme beyond 2020 should be further evaluated by the Board, given the significant annual budget compared to EEA's core budget. DG ENV further informed on its request to internalise the Copernicus work in the Agency's core tasks and resource allocation. Finally the Executive Director further informed on the fact that about 50% of the Agency's Copernicus budget flows back to the countries through contracting with in particular the Eionet National Reference Centres (NRCs).
 - The Chair concluded the discussion by reminding the Bureau that a strategic session on EEA's strategic direction and priority setting beyond 2018 is foreseen for the June Board meeting.

Following a proposal by the DG ENV representative, the Chair welcomed a presentation on the emerging EU priority regarding sustainable finance at one of the next Board meetings. The Chair highlighted that in particular a focus on clarifying the potential future role of the EEA would be of interest for the Board, given sustainable finance is not a current area of EEA expertise.



STRATEGIC ORIENTATION

ITEMS 5–8 FOR GUIDANCE

Item 5 Evaluation of EEA and Eionet: verbal update by the European Commission

The DG ENV representative provided a verbal update on recent activities and foreseen timelines:

- The Commission is engaging with the consultants on further improvements regarding the study report, and foresees to distribute the draft final study report to the members (and alternates) of the Management Board, National Focal Points (NFPs) and co-ordinators of European Topic Centres (ETCs) by mid-May, for a 2-week commenting period by individual stakeholders with DG ENV.
- The Commission's Staff Working Document (SWD) on the evaluation of EEA and Eionet is foreseen to be published by September 2018, and is foreseen to include conclusions on areas where some potential follow-up actions could require amending the EEA/Eionet Regulation, without prejudging of any policy option to be proposed by the next Commission.
- The Commission further highlighted that although the evaluation covers the period 2012-2016 also more recent developments in the period 2017–2018 will be reflected in the Commission's conclusions.

The Bureau discussed on a) the risks and opportunities of a potential re-opening of the legislative process for the EEA/Eionet Regulation, b) the potential extent of amendments to the Regulation from e.g. common provisions for decentralised agencies following the Common Approach of 2012 to more substantive changes regarding EEA's mandate, and c) the timing of the publication of the SWD versus the timing of the Commission proposal for the MFF and other legislative proposals to be addressed under the current legislator.

The Bureau took note of the Commission's update on the process and timelines for the study report and the Commission Staff Working Document (SWD) on the evaluation.

The Bureau agreed that Management Board recommendations on the Commission's evaluation report (SWD) could be adopted at Board meeting in December 2018, following the publication of the SWD foreseen by September 2018

Following a proposal from the Chair, the Bureau decided to propose to the June Board meeting to set up an ad-hoc sub-group to the Board ⁽¹²⁾, which would be tasked with the drafting of draft Board recommendations on the SWD, taking into account input from all Board members wishing to contribute, but with the exception of the representatives of the European Commission.

Item 6 Organisational review of Board and Bureau: Debrief from RoP Review Committee and decision on designation

The Chair introduced background document EEA/BU/75/06, and informed the Board on the context and scope of the proposal from the RoP Review Committee (Doc. EEA/BU/75/06-ADD1, tabled document). The DG ENV representative, who is also a member of the Review Committee, further informed on the Committee's commitment to address to take into account all feedback received, including suggestions formulated in the context of previous meetings. It was further clarified that proposals will be brought forward by the Committee in time for the Board meeting in December 2018.

The Bureau took note of the update on the progress by the RoP Review Committee, and of the foreseen written update for the June Board meeting, which will include preliminary findings on how the governance roles are discharged.

¹² In accordance with Article 7(8) of the Rules of Procedure of the Management Board and the Bureau of the European Environment Agency (RoP) of 26 November 2015 (Decision 016/EEA/MB(74)-GOV/2015)



The Bureau decided to amend Board Decision EEA/MB/2017/033 of 6 December 2017, in line with the proposal formulated by the RoP Review Committee, by designating a new member and Chair of the RoP Review Committee, Sabine McCallum (MB member from Austria) (Decision EEA/BU/2018/014).

Item 7 Article 50 of the Treaty on European Union: Implications for EEA of 'Brexit'

The Executive Director introduced background document EEA/BU/75/07 on initial reflections from the EEA on regarding potential implications of Brexit on EEA, in particular on aspects raised in the draft Programming Document 2019–2021.

While recognising the current uncertainties, the Bureau further reflected on the following aspects: a) UK participation in the Agency's governance bodies, the Scientific Committee and Eionet; b) specific set-up of the Agency as a pan-European agency, which differentiates it from other agencies; and c) the need for clarification from the UK on its intention regarding potential future participation in EEA, as well as clarifications on potential ways to engage with the UK in this respect. DG ENV further reminded the Board on the instructions from the Article 50 Task Force to decentralised agencies not to issue any statements on the impact of Brexit on the agencies, without prior clearance by the Task Force.

Regarding the future status of UK employees, the Executive Director clarified that in general EEA staff are engaged under as temporary staff, i.e. Temporary Agents (TAs) and Contract Agents (CAs); for which individual exceptions to the requirement of nationality could be made by the Executive Director as their appointing authority, in the interest of the service. The Executive Director highlighted that further clarifications from Commission services are being invited regarding the potential application of this provision in the EU Staff Regulations. Following a request for clarification from the Chair regarding the role of the Management Board in relation to potential derogations to the nationality requirement; the Executive Director informed the Bureau on his intention to consult the Management Board on the approach and criteria for granting derogations, with the aim of receiving a Board endorsement on the final approach. The Chair welcomed this consultation, while recognising the remit of the Executive Director regarding the operational management of EEA staff ⁽¹³⁾.

Finally the Executive Director informed on the ongoing EEA engagement with Heads of Agencies in the context of the EU Agencies Network (EUAN) and with the European Commission, with the aim of clarifying outstanding issue.

The Bureau agreed to include an item on potential implications for EEA of Brexit on the agenda of the Board meeting of December 2018. The Bureau further recognised the difficulty to assess at present the most appropriate timing to bring issues in relation to Brexit to the Board, in light of the current uncertainties, in particular with regard to the outcome of and timelines for the Article 50 negotiations. The Bureau agreed that an ad-hoc decision should be taken to bring the discussion with the Board forward, if new developments would call for this.

The Bureau requested the EEA to provide a background document on factual information on potential implications for EEA of Brexit, in preparation of the December Board meeting. This document should be based on document EEA/BU/75/07, while reflecting the state-of-play by December; and should be expanded with some additional elements of relevance to the Board's oversight role such as on future UK participation in the Agency's bodies and networks (e.g. Scientific Committee), criteria to be applied for exceptions to the nationality requirement of EEA staff ⁽¹⁴⁾, and the pan-European nature of the Agency as defined in the EEA/Eionet Regulation.

¹³ In accordance with the EEA/Eionet Regulation, Article 9(1)(e)

¹⁴ Article 47 CEOS [within Title II Chapter 9 'Termination of employment'] provides that the employment of an agent ceases if he/she no longer satisfies Article 12(2)(a) CEOS [82(3)(a) CEOS for contract agents], but provides for exceptions to be authorised pursuant to Article 12(2) by the authority authorised to conclude contracts (AACC), which for the EEA is the Executive Director.



Item 8 EEA strategic direction and priority setting beyond 2018

The Chair introduced the agenda item by reminding the Bureau of a) the request from Management Board members to carve out time at Board meetings for specific discussions on strategic direction and priority setting, including on resource programming, and b) the foreseen dedicated session at the next Board meeting in June.

The Chair further welcomed the Bureau background document EEA/BU/75/08 on a proposal for the format and scope of the discussion with the Board in June; and highlighted the importance of guidance from the Bureau, aiming at ensuring a productive discussion for both EEA and Management Board members.

Taking the background paper for read, the Executive Director provided further information regarding the overall current framework of resource constraints and uncertainty faced by the EEA. EEA further reminded that this context was made explicit in the Agency's Draft Programming Document (PD) 2019–2021, adopted by the Bureau on 30 January this year; and that the relevant section 'anticipating the future EEA context' is included as an annex to the note to the Bureau, for ease of reference.

The Executive Director further proposed that the presentation to the Management Board would not follow the structure of the Programming Documents, but would take a more strategic approach with a focus on the following aspects:

- The context including on
 - The (relative) certainties, in particular regarding new EU agenda and priorities, resulting in new tasks or growth of existing tasks; and
 - The uncertainties and constraints regarding EEA's future framework beyond 2019;
- The Agency's strategic priorities and choices (How to we organise us as an Agency around that context?)
 - Since the establishment of the current Multiannual Work Programme (MAWP) 2014–2020; and
 - In a forward looking perspective for the longer term.

The Executive Director further clarified that the outcomes of the discussion should be taken into account to land the PD 2019–2021.

Following the introduction by the Chair and the Executive Director, the Bureau engaged in a discussion regarding the scope and format of the strategic session in June, including:

- Landing zone for the PD 2019–2021

The DG ENV representative highlighted the importance of ensuring the 'landing zone' for the PD 2019–2021, while recognising the reasoning for disconnecting the Board discussion from the PD process and structure. DG ENV further clarified that the final PD 2019–2021 will also have to take into account additional elements arising from a) the stakeholder consultation process on the Draft PD 2019–2021, including the Eionet comments and the Commission opinion, and b) the proposal for a new MFF beyond 2020.
- Double landing zone - MAWP and PD
 - The Executive Director further expressed the view of a double landing zone for the outcomes of the Board, namely a translation both in the PDs (final PD 2019–2021 and draft PD 2020–2022) and in a potential next MAWP beyond 2020.
 - The Executive Director further clarified the differences between the Agency's PDs and MAWPs/strategies from a strategic long-term perspective:
 - The Agency's (single) Programming Document (PD) 2019-2021, includes the Agency's 3-year rolling multiannual work programming for 2019–2021 and the Annual Work Programme (AWP) for 2019. Given the annual cycle of the PDs, the focus of the document is on the AWP, rather than on the strategic perspective for the longer term; and
 - Historically the Agency's Multiannual Work Programmes (MAWPs)/strategies have served the purpose of setting the long-term (static) strategic framework for the annual programming of activities.



- The Bureau agreed to the approach of broadening the scope of the Board discussion, rather than framing it in the context of the (specific needs for the) Agency's administrative documents; while allowing for a reflection of conclusions into the administrative documents; this in light of the overarching demand both from Board members and EEA to engage in a more strategic discussion regarding EEA's strategic direction and priority settings.
- Strategic orientation at the June Board meeting
 - A Vice-Chair further expressed the view that the strategic orientation discussion in the Board should focus on the key long-term strategic issues, such as Copernicus and its potential embedding in the Agency's resources, as well as new and emerging priorities; and this against background picture of short term activities/tasks to be undertaken, and the current uncertainties.
 - Another Vice-Chair further raised that the focus should in first instance be on a closer alignment between knowledge and policy needs (substance), and only in second instance on resource issues.
 - The European Parliament member, expressed the opinion that the EU top-down priorities and deadlines, i.e. global issues included in the EU agenda (e.g. SDGs), have a stronger forcing than the and EU bottom-up priorities, i.e. EU internal agenda; and that the EEA's strategic vision should preferably have a primary focus on the goals of the top-down priorities, and the needs falling out of them.
 - The Chair of the Scientific Committee further highlighted that, next to the thematic policy developments, a strategic discussion of the EEA should also consider changes in:
 - The three different levels of political changes: global/international (e.g. SDGs), EU and country level,
 - The Agency's overall operational environment (e.g. ICT; new data sources next to traditional reporting, as well as resource changes), and
 - The role of EEA next to other knowledge producers and providers.
- An EEA MAWP beyond 2020
 - The Executive Director, suggested to allow for the outcomes of the June Board discussion to feed into a potential new EEA Multiannual Work Programme (MAWP) from 2021 onwards, in light of:
 - The end date of the current MAWP by the end of 2020;
 - The need to ensure a stronger knowledge – policy alignment taking into account the (upcoming) certainties regarding longer term policy developments;
 - The framing of SOER 2025;
 - Changing data and ICT landscape, such as in relation to citizen science, big data, data mining, etc.;
 - The 'economisation of the environment file', examples being Circular Economy, Low-carbon Economy, Natural Capital, Bio-Economy and Sustainable Finance.
 - The Agency's future resources under the MFF 2021-2027.
 - The Executive Director also highlighted that the requirement on decentralised agencies to establish a Programming Documents is rather recent, i.e. the first EEA PD covered 2017-2019, this would be the first MAWP to be developed in the changed programming context; and allowing for a reflection on the differentiation in nature between these two types of corporate documents. The Executive Director further suggested that given the PDs are required to include information on deliverables, the MAWP could focus on the strategic long-term vision for the EEA, and serve as a framework for the PDs.

The Bureau agreed to a strategic session at the June Board meeting on the EEA long-term strategic direction and priorities, including considerations in relation to EU policy priorities and future resource constraints; and agreed that follow-up discussions in future Bureau and Board meetings might be appropriate.

The Bureau further asked the EEA to provide the Board with a background document in preparation of the discussion foreseen at the 82nd Board meeting on 19 June 2018, taking into account the Bureau guidance.

The Bureau further agreed that the discussion in the June Board meeting could be a first step towards a future EEA Multi-Annual Work Programme (MAWP) beyond 2020.



OPERATIONAL/ADMINISTRATIVE MATTERS

ITEM 9 FOR DECISION

Item 9 Approval draft agenda 82nd Management Board, 19 June 2018

The Chair introduced background document EEA/BU/75/09.

The draft agenda for the 82nd Management Board meeting was approved, following the inclusion of an additional agenda item on 'Sustainable Finance: emerging priority and role of EEA', in light of the earlier discussion on the topic under agenda item 7.

ITEM 10–14 FOR GUIDANCE

Item 10 EEAcademy: Advisory Committee

The Executive Director introduced background document EEA/BU/75/10.

The Bureau took note of the intention from EEA to bring a proposal to the June Board meeting on a decision regarding the EEAcademy Advisory Committee.

The proposal would include the appointment of a new member of the Advisory Committee and to extension of the present Advisory Committee's term until the end of the MAWP 2014–2020.

Item 11 Review of NRCs: potential changes to the NRC structure

The Executive Director introduced background document EEA/BU/75/11 on the state of play regarding the review of the National Reference Centres (NRCs) since the establishment of the NFP/Eionet Working Group on the NRC review at the NFP meeting in October 2017, and in preparation of the adoption of the new NRC structure at the 82nd Management Board meeting on 19 June 2018.

The Bureau engaged in a discussion and provided guidance on the following aspects:

- **Timelines**
The DG ENV representative called for a timely delivery of the supporting materials in preparation of the Board decision in June, while recognising that the final conclusions will only become available at the NFP/Eionet meeting of 23-24 May 2018.
- **NRC for Waste – NRC for Resource-efficient economy and the environment**
Following a question for clarification, the EEA informed that there are currently two NRCs covering these topics, which reflect the different nature of the work, as the Agency's work on waste relates to the EU Environmental Acquis, where the work on Resource-efficient economy and the environment has a broader perspective linking to circularity circular economy. In the context of the ongoing review, the EEA had suggested two options in light of Circular Economy policy developments: a) the creation of a new NRC on Circular Economy and b) to expand the scope of the NRC for Resource-efficient economy to incorporate Circular Economy aspects. Following consultation with the countries, the latter option has been retained.
- **Tourism and Environment**
With regard to Eionet expert groups, the Executive Director welcomed this Eionet initiative; and informed on the foreseen approach for the future to support Eionet expert groups by providing an EEA expert to participate in the meetings, but that no reimbursement of travel and accommodation expenses would be offered by EEA for these meetings. The Executive Director also clarified that in the specific case of Tourism and environment, the EEA proposes that the 'light' approach of an expert group on Tourism and environment would be more appropriate than the establishment of a new NRC in this field; and further clarified that this is in line with the current EEA negative priorities, and reflects the fact that national reporting on Tourism and environment is extremely limited.



In light of the foreseen invitation to the Management Board to decide on the new NRC structure at its 82nd meeting on 19 June 2018, the Bureau requested that the background document for that meeting includes details on the NRC profiles, as well as a clarification regarding the differentiation between NRCs to avoid overlap and duplication across NRCs.

The Chair further clarified that the Board documentation should present key summary information included in the (revised) NRC profile fiches, as well as further clarifications on the Agency's intentions regarding NRC precursors, which could lead to a regular NRC at a later stage, versus expert groups.

Item 12 Draft Consolidated Annual Activity Report (CAAR) 2017

12.A Draft Consolidated Annual Activity Report (CAAR) 2017

The Executive Director introduced background document EEA/BU/75/12 on the status of the draft Consolidated Annual Activity Report (CAAR) for 2017.

In light of the foreseen adoption of the CAAR 2017 through a written procedure with the Bureau, the Bureau requested the EEA to revise the draft CAAR 2017, providing the following specific instructions:

- To ensure a better consistency between the Agency's documents, including programming documents, CAAR and publication plan;
- To provide more clarity regarding outcomes foreseen in the Agency's AWP and/or publication plan for 2017, but which were not (or not timely) delivered during 2017. These clarification should include the internal/external reasons behind this, as well as information on potential delivery planning; and
- To clarify further the EEA budget trends, in particular regarding the distribution across core and non-core budget.

Regarding the clarification on not delivered outcomes in 2017, the Bureau asked to include the internal and external reasons behind this, as well as information on potential delivery planning. The DG ENV representative further highlighted the need to make the continued pressures on EEA resources more visible in the information on not delivered outcomes in 2017, and to ensure the inclusion of information on mitigating measures.

Further written Bureau guidance with regard to the finalisation of the CAAR 2017 was invited by 1 May 2018.

A revised language-edited version is foreseen to be sent to the Bureau on 23 May for adoption in a two-week written procedure.

12.B Draft Consolidated Annual Activity Report (CAAR) 2017

The Chair introduced background document MB-Chair/EEA/BU/75/12 on the first draft 'Management Board's Analysis and Assessment', drafted on the basis of the Draft CAAR 2017 provided by EEA.

The Bureau took note of the first draft Board Analysis and Assessment of the (draft) CAAR 2017.

The Chair invited further written Bureau guidance with regard to the finalisation of the 'Management Board's Analysis and Assessment' of the CAAR 2017 by 8 May 2018.

The 'Management Board Analysis and Assessment' will be adopted through the same written procedure as the CAAR 2017.

Item 13 ETCs beyond 2018: designation process

The Executive Director introduced background document MB-Chair/EEA/BU/75/13 on the designation and award process of seven new European Topic Centres (ETCs) for 2019–2021.

Following a request for clarification from the Commission, the EEA confirmed that:

- The Commission could have a rotating membership, as long as two simultaneous Commission members are present at all times during the ETC Evaluation Committee meetings; and



- Electronic versions of all offers will be provided 10 working days before the physical meeting of the ETC Evaluation Committee in Copenhagen, providing the recipient has signed a Declaration of Confidentiality and Absence of Conflict of Interest.

The Bureau further discussed the management of conflict of interest in relation to the work of the ETC Evaluation Committee, which will be evaluating the offers for the seven new ETCs; resulting in the following outcomes:

- The Bureau highlighted that the designation of the ETCs consists of a substantial public procurement by the Agency, and therefore requires a) careful management of conflict of interest, and b) full transparency on the process, including on all people involved.
- Following an exchange of views between the Bureau and the EEA, on the management of conflict of interest, as well as on the transparency on the process; the Chair instructed the Agency as follows:
 - The main body of the decision from the Chair on the designation of members of the ETC Evaluation Committee should include:
 - a) Clarifications regarding the management of conflict of interest of members of the ETC Evaluation Committee, as well as experts advising them;
 - b) The roles of the Chair of the Management Board versus the Chair of the ETC Evaluation Committee regard the management of conflict of interest, in particular the fact that the Chair of the ETC Evaluation Committee will be mandated with the management of conflict of interest; and
 - The ETC Evaluation Committee report shall:
 - a) Provide an overview of all experts, which provided advice to any Committee member; and
 - b) include measures taken to prevent conflict of interest in relation to the evaluation process.

Item 14 Draft meeting calendar 2019

14.A Revision of the meeting calendar for 2018

In light of an identified overlap between meetings dates of the EEA governance bodies with EU and international meetings, the Bureau reviewed the meeting calendar for 2018.

The Bureau agreed to change the meeting date for the 76th Bureau meeting, which was originally planned for 2 October 2018. The Management Board Secretariat was mandated to follow-up with the Bureau members on the fixing of a new meeting date for this meeting. Subsequently to the Bureau meeting, a new meeting date of 15 October 2018 was set.

The Bureau further decided that the Management Board meeting date should not be changed at this point in time although it is expected to overlap with the high-level segment of the UNFCCC COP24 in Katowice.

14.B Draft meeting calendar for 2019

The Chair introduced background document MB-Chair/EEA/BU/75/14.A on the draft meeting calendar for 2019, in particular with respect to the proposed meeting dates of the Management Board and Bureau.

The Chair further highlighted that the final frequency and timing of Board and Bureau meetings could be subject to changes, depending on the outcome of the ongoing review of Board and Bureau (see also item 6).

The Bureau took note of the tentative meeting dates for the EEA/Eionet meetings in 2019.

The Bureau agreed to bring the draft meeting calendar for 2019 forward to the 82nd Management Board meeting for its approval, in particular regarding the meeting dates for the two governance bodies.

ITEMS 15-16 FOR INFORMATION

Item 15 Overview of audits

The Internal Audit Capability (IAC) provided a verbal update to the Bureau, and highlighted that there had been no formal exchanges since the Management Board meeting on 7 March 2018, but only exchanges of information.



The IAC update included the following:

- Internal Audit Service (IAS):
 - Dates were set for the interviews in June and September, regarding the audit on Procurement and contract management in 2018;
 - Evidence has been provided by the EEA in support of the closure of the open recommendation on the data and information audit; and
 - The deadline for the EEA to provide information in response to the six open recommendations in relation to the audit of SOER 2015, was postponed from January to June 2018.
- European Court of Auditors (ECA)
 - Interactions between Chamber I on sustainable use of natural resources and the EEA's Air and Climate Change Programme (ACC) in relation to a) the fact-checking of data for the finalisation of the report on air quality, and b) a new audit activity on Greenhouse Gas (GHG) emissions, where the Commission is the primary auditee.

The Bureau members shared experiences on the growing engagement of the ECA in the field of cross-cutting thematic aspects, and welcomed the update from the IAC to the Board in this respect.

Item 16 Feedback from Bureau members

For two Vice-Chairs and members of the Bureau, this 75th meeting was their last Bureau meeting. The Vice-Chair, Maria Peppas thanked the Bureau members, the Executive Director, the Chair, and the EEA colleagues for the cooperation over the past three years. These thanks were echoed by the Vice-Chair, Nuno Lacasta, who shared some of his reflections on the long-term impact of environment and climate policies, at this last meeting of his second term of three years as a Vice-Chair.

The Chair and the Executive Director thanked both Vice-Chairs for their contributions and active engagement over the years.

The meeting closed at 15h40.



Annex 1 **Agenda of 75th Bureau meeting,**
Tuesday, 24 April 2018, 9.30–17.00, Copenhagen

FOR DECISION

1. Adoption draft agenda
2. Adoption 74th Bureau minutes, 30 January 2018

FOR INFORMATION

3. Draft minutes 81st Management Board, 7 March 2018
4. Verbal updates by:
 - Management Board Chair
 - Scientific Committee Chair
 - Executive Director
 - European Commission

STRATEGIC ORIENTATION

FOR GUIDANCE

5. Evaluation of EEA and Eionet: verbal update by the European Commission
6. Organisational review of Board and Bureau:
Debrief from RoP Review Committee and decision on designation
7. Article 50 of the Treaty on European Union: Implications for EEA of 'Brexit'
8. EEA strategic direction and priority setting beyond 2018

OPERATIONAL/ADMINISTRATIVE MATTERS

FOR DECISION

9. Approval draft agenda 82nd Management Board, 19 June 2018

FOR GUIDANCE

10. EEAcademy: Advisory Committee
11. Review of NRCs: potential changes to the NRC structure
12. Draft Consolidated Annual Activity Report (CAAR) 2017
13. ETCs beyond 2018: designation process
14. Draft meeting calendar 2019

FOR INFORMATION

15. Overview of audits
16. Feedback from Bureau members

Annex 2 **Attendance list - 75th Bureau meeting**
Copenhagen, 24 April 2018

MEMBERS	COUNTRY/AFFILIATION	ORGANISATION
Laura BURKE	Ireland	Environmental Protection Agency (EPA)
André WEIDENHAUPT	Luxembourg	Ministère du Développement durable et des Infrastructures
Julia WERNER	Germany	Federal Ministry for the Environment, Nature Conservation and Nuclear Safety
Nuno LACASTA	Portugal	Portuguese Environment Agency (APA)
Alda OZOLA	Latvia	Ministry of Environment Protection and Regional Development
Maria PEPPA	Greece	Ministry of Environment, Energy and Climate Change
János ZLINSZKY	European Parliament	Pázmány Péter Catholic University, Hungary
Gilles GANTELET	European Commission	DG ENV, Director A – Policy
GUESTS/OBSERVER	COUNTRY/AFFILIATION	ORGANISATION
Per MICKWITZ	Chair of EEA Scientific Committee	Finnish Environment Institute
Hans BERGMAN	European Commission	DG CLIMA, Head of Unit C2
Jacques DELSALLE	European Commission	DG ENV



Annex 3 **List of decisions and guidance**
Copenhagen, 24 April 2018

Decision EEA/BU/2018/013-REV1

LIST OF DECISIONS AND GUIDANCE
75TH BUREAU MEETING, 24 APRIL 2018

Agenda item	Outcome	Comments
1 Adoption of the agenda	The Bureau adopted the agenda with one modification.	Agenda item 6 was amended to 'Organisational review of the Board and Bureau meetings: Debrief from RoP Review Committee <i>and decision on designation</i> '.
2 Adoption 74th Bureau minutes, 30 January 2018	The Bureau adopted the minutes as drafted.	
3 Draft minutes 81st Management Board, 7 March 2018	The Bureau took note of the minutes.	No comments were formulated by the Bureau in advance or during the meeting
4 Verbal updates by the Management Board Chair, Scientific Committee Chair, Executive Director and European Commission	<ul style="list-style-type: none"> - The Bureau took note of the verbal updates. - In relation to the EEA discharge, it was decided that EEA will inform the June Board meeting on the 2016 discharge and on EEA's responses to the Discharge Authority. 	
5 Evaluation of EEA and Eionet: verbal update by the European Commission	<ul style="list-style-type: none"> - The Bureau took note of the Commission's update on the process and timelines for the study report and the Commission Staff Working Document (SWD) on the evaluation. - The Bureau decided to propose to the June Board meeting to set up an ad-hoc sub-group to the Board ⁽¹⁵⁾, which would be tasked with the drafting of draft Board recommendations on the SWD, taking into account input from all Board members wishing to contribute, but with the exception of the representatives of the European Commission. 	<ul style="list-style-type: none"> - Context: Commission-led evaluation of EEA and Eionet⁽¹⁶⁾, following the Better Regulation guidelines. - Foreseen Board process/timelines: <ul style="list-style-type: none"> - Two-week period for individual commenting on the draft study report by Board members, NFPs and ETCs, following invitation from DG ENV (foreseen to start mid-May), - Adoption of the Management Board recommendations on the Commission's evaluation report (SWD) at Board meeting in December 2018, following the publication of the SWD foreseen by September 2018.
6 Organisational review of Board and Bureau: Debrief from RoP Review Committee	<ul style="list-style-type: none"> - The Bureau took note of the update on the progress by the RoP Review Committee. - The Bureau decided to amend Board Decision EEA/MB/2017/033 of 6 December 2017, in line with the 	- Context: Review of the Rules of Procedure of the EEA Management Board and Bureau (RoP) and the functioning of Board

¹⁵ In accordance with Article 7(8) of the Rules of Procedure of the Management Board and the Bureau of the European Environment Agency (RoP) of 26 November 2015 (Decision 016/EEA/MB(74)-GOV/2015)

¹⁶ 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.



Agenda item	Outcome	Comments
	proposal formulated by the RoP Review Committee, by designating a new member and Chair of the RoP Review Committee, Sabine McCallum (MB member from Austria). (Decision EEA/BU/2018/014)	and Bureau, supported by the RoP Review Committee ⁽¹⁷⁾ . - Foreseen further timelines: - Written update on RoP review work, including preliminary findings on how the governance roles are discharged to June 2018 Board meeting. - Proposals from the RoP Review Committee regarding changes in the functioning of the Board and Bureau, including potential revision of the RoP, will be provided for consideration at the December 2018 Board meeting.
7 Article 50 of the Treaty on European Union: Implications for EEA of 'Brexit'	- The Bureau agreed to include an item on potential implications for EEA of Brexit on the agenda of the Board meeting of December 2018. - The Bureau requested the EEA to provide a background document on factual information on potential implications for EEA of Brexit, in preparation of the December Board meeting.	- Context: State-of-play regarding the negotiations with the United Kingdom under Article 50 of the Treaty on European Union. - The document for the December Board should be based on document EEA/BU/75/7, while reflecting the state-of-play by December; and should be expanded with some additional elements of relevance to the Board's oversight role such as on future UK participation in the Agency's bodies and networks (e.g. Scientific Committee), criteria to be applied for exceptions to the nationality requirement of EEA staff ⁽¹⁸⁾ , and the pan-European nature of the Agency as defined in the EEA/Eionet Regulation.
8 EEA strategic direction and priority setting beyond 2018	The Bureau agreed to a strategic session at the June Board meeting on the EEA long-term strategic direction and priorities, including considerations in relation to EU policy priorities and future resource constraints.	The Board discussion could be a first step towards a future EEA Multi-Annual Work Programme beyond 2020.
9 Approval draft agenda 82nd Management Board, for the next Board meeting. 19 June 2018	The Bureau agreed on the draft agenda	
10 EEAcademy: Advisory Committee	The Bureau took note of the intention from EEA to bring a proposal to the June Board meeting on a decision regarding the EEAcademy Advisory Committee.	The proposal includes the appointment of a new member to the Advisory Committee, and to extend the present Advisory Committee's term until the end of the MAWP 2014–2020.

¹⁷ Decision EEA/MB/2017/033 of the Management Board of the European Environment Agency on the establishment of a Review Committee for the Rules of Procedures of the EEA Management Board and Bureau (RoP Review Committee) of 6 December 2017.

¹⁸ Article 47 CEOS [within Title II Chapter 9 'Termination of employment'] provides that the employment of an agent ceases if he/she no longer satisfies Article 12(2)(a) CEOS [82(3)(a) CEOS for contract agents], but provides for exceptions to be authorised pursuant to Article 12(2) by the authority authorised to conclude contracts (AACC), which for the EEA is the Executive Director.



Agenda item	Outcome	Comments
11 Review of NRCs: potential changes to the NRC structure	The Bureau took note of progress made, and requested to include in the background document for the June Board meeting: details on the NRC profiles and information on the differentiation between NRCs.	<ul style="list-style-type: none"> - Context: light review of the NRC structure being undertaken by EEA-Eionet. - The Board will be invited at its June Board meeting to decide on the new NRC structure.
12 Draft Consolidated Annual Activity Report (CAAR) 2017	<p><i>Draft CAAR 2017</i></p> <p>The Bureau requested the EEA to revise the draft CAAR 2017, providing the following specific instructions:</p> <ul style="list-style-type: none"> - To ensure a better consistency between the Agency's documents, including programming documents, CAAR and publication plan; - To provide more clarity regarding outcomes foreseen in the Agency's AWP and/or Publication Plan for 2017, but which were not (or not timely) delivered during 2017; - To clarify further the EEA budget trends, in particular regarding the distribution across core and non-core budget. <p><i>Draft Board Analysis and Assessment</i></p> <p>The Bureau took note of the first draft Board Analysis and Assessment of the (draft) CAAR 2017.</p>	<ul style="list-style-type: none"> - Context: Adoption of the CAAR 2017 by the Bureau in accordance with the decision by the Management Board at its 81st meeting in March 2018 ⁽¹⁹⁾. - No written guidance was received from Board members by the deadlines of 20 April 2018. - Further written Bureau guidance was invited by 1 May 2018. - A revised language-edited version will be sent to the Bureau on 23 May for adoption in a two-week written procedure. - The clarification on not delivered outcomes in 2017 should include the internal/external reasons behind this, as well as information on potential delivery planning. - Written Bureau guidance was invited by 8 May 2018. - The Board Analysis and Assessment will be adopted through the same written procedure as the CAAR 2017.
13 ETCs beyond 2018: designation process	<p>The Chair instructed EEA on the following:</p> <ul style="list-style-type: none"> - The main body of the decision from the Chair on the designation of members of the ETC Evaluation Committee should include: <ul style="list-style-type: none"> a) clarifications regarding the management of conflict of interest of members of the ETC Evaluation Committee, as well as experts advising them, b) the roles of the Chair of the Management Board versus the Chair of the ETC Evaluation Committee, and 	<ul style="list-style-type: none"> - Context: Designation of seven European Topic Centres (ETCs) for 2019-2021. - The designation of the ETCs consists of a substantial public procurement by the Agency, and requires therefore <ul style="list-style-type: none"> a) careful management of conflict of interest, and b) full transparency on the process, including on all people involved. - Following a request from the Commission, the EEA confirmed: <ul style="list-style-type: none"> a) the Commission could have a rotating membership, as long as two simultaneous Commission members are present at all times during the ETC Evaluation Committee meetings;

¹⁹ Decision EEA/MB/2018/005 of the EEA Management board on the standing delegation to the Bureau to finalise and adopt the yearly Consolidated Annual Activity Reports (CAARs), including the 'Analysis and Assessment by the EEA Management Board', of 7 March 2018



Agenda item	Outcome	Comments
	<ul style="list-style-type: none"> - The ETC Evaluation Committee report shall <ul style="list-style-type: none"> a) provide an overview of all experts, which provided advice to any Committee member; and b) include measures taken to prevent conflict of interest in relation to the evaluation process. 	<ul style="list-style-type: none"> b) electronic versions of all offers will be provided 10 working days before the ETC Evaluation Committee meetings, providing the recipient has signed a Declaration of Confidentiality and Absence of Conflict of Interest.
14 Draft meeting calendar 2019	<p><i>Meeting calendar 2018</i></p> <p>The Bureau agreed to change the meeting date for the Bureau meeting in October 2018, it was decided that the Board meeting date should not be changed at this point in time although it is expected to overlap with the high-level segment of the UNFCCC COP24 in Katowice.</p>	<p>The MB Secretariat will follow-up with the Bureau members on the fixing of a new date for the Bureau meeting in October 2018, subsequently to the meeting the date was set to 15 October 2018.</p>
	<p><i>Draft meeting calendar 2019</i></p> <p>The Bureau agreed to the draft meeting calendar for 2019.</p>	<p>Given the ongoing review of Board and Bureau (see also item 6), the final frequency and timing of Board and Bureau meetings could be subject to changes depending on the outcome of the review.</p>

Approved by the EEA Bureau at its 75th meeting
in Dublin, 28 May 2018

[Signed]

Laura Burke
Chair, EEA Management Board



Annex 4 **List of items for future discussion and presentation**
75th Bureau meeting, 24 April 2018

Action list EEA/BU/2018/003

Agenda item	Follow-up	Follow-up by
4.D Verbal update by the European Commission	Agenda item on sustainable finance to be included on agenda for the EEA Management Board	82nd MB, 19 Jun 2018
5 Evaluation of EEA and Eionet: verbal update by the European Commission	Establishment of Working Group of the EEA Management Board on the drafting of recommendations on the EEA/Eionet evaluation by the Commission.	82nd MB, 19 Jun 2018
	Adoption of EEA Management Board recommendations on the EEA/Eionet evaluation by the Commission	83rd MB, Dec 2018
6 Organisational review of Board and Bureau	Written debrief from RoP Review Committee, including on preliminary findings on how the governance roles are discharged	82nd MB, 19 Jun 2018
7 Article 50 of the Treaty on European Union: Implications for EEA of 'Brexit'	Discussion on implications of Brexit on EEA, including the approach and criteria towards granting of derogations to the nationality requirement (Ad-hoc decision on earlier scheduling if need would occur)	83rd MB, Dec 2018
8 EEA strategic direction and priority setting beyond 2018	Strategic session on the EEA long-term strategic direction and priorities, including considerations in relation to EU policy priorities and future resource constraints.	82nd MB, 19 Jun 2018