

**LIST OF DECISIONS AND GUIDANCE
101ST BUREAU MEETING, 13 DECEMBER 2023**

Agenda item	Outcome	Comments
Opening of the meeting	The Chair welcomed participants.	Claudia Fusco (DG ENV) joined the meeting as observer. Julia Werner, MB member from Germany and Chair of the Management Board Advisory Committee on the EEA evaluation 2017-2021 was invited to the meeting as a guest for agenda item 10.
FOR ADOPTION		
1 Agenda of the 101 st Bureau meeting	The meeting agenda was adopted.	The closed session was taken as the final item of the meeting.
FOR DISCUSSION		
2 Follow-up to the previous Bureau meeting	The Bureau agreed to hold their meeting on 25 January (10:00-16:00) in person in Copenhagen. The Bureau discussed the issue of voting rights of the five MB members from non-EU Member States. In the absence of unanimity between the five non-EU countries on the potential ways forward, the guidance from the Bureau was not to proceed any further on this issue.	In their meeting on 25 January 2024, the Bureau will discuss how to adapt their ways of working e.g. how the work of the Bureau could be distributed between Vice-Chairs, with a more distinct role to coordinate work on specific topics. They will also provide their input to the request from the EEA's Executive Director for the MB to provide feedback on how they would like to receive information and outlooks from the Agency in the future to best serve their information needs and discuss the invitation from the Scientific Committee Chair for the MB to request opinions or briefings on topics of scientific relevance.
3 Standing item: how to engage with the next European Commission	The Bureau had a preliminary discussion ahead of the MB meeting on plans to engage with the next European Commission. The Bureau welcomed the document provided to the MB to initiate a strategic reflection on the topic (Doc MB/100/13). The Bureau suggested to reflect on the timeline of the upcoming changes in the institutional context with the perspective to best prepare and engage with existing and new stakeholders, and to look at all activities in an integrated manner to help maintain the European Green Deal high on the agenda.	The MB will discuss this topic in more detail on 14 December as part of the discussion on the engagement with EU institutional stakeholders. The DG ENV representative raised a question on how the EEA could best prioritise the engagement with other DGs than the partner DG. The Scientific Committee (SC) Chair flagged the engagement with EU institutional stakeholders as a possible topic that the MB could consult the SC on.
FOR BUREAU ORIENTATION IN PREPARATION OF THE 100TH MANAGEMENT BOARD		
4 100 th MB meeting agenda	The Bureau took note of the MB meeting agenda.	
5 Eurostat Work Programme for 2024	The Bureau recommended the MB to approve the Eurostat Work Programme for 2024.	



Agenda item	Outcome	Comments
6 MB adoption of Single Programming Document (SPD) 2024-2026	The Bureau recommended the MB to adopt the Single Programming Document 2024-2026, the EEA's budget 2024 and the financing decision for European Topic Centres for 2024.	<p>Based on the input received during the stakeholder consultation on the SPD 2024-2026, the EEA updated the draft SPD and restructured the next draft SPD 2025-2027 which will be submitted to the Bureau in January.</p> <p>Further input received from DG ENV does not change the basis for the adoption by the MB. This will require minor edits which will be outlined in the MB meeting.</p>
7 MB decision on EEA budget amendment 2023	The Bureau recommended the MB to adopt the amendment to EEA's budget 2023.	
8 Amendment to EEA procurement plan 2023 and adoption of the procurement plan 2024	The Bureau recommended the MB to approve the amendment to the EEA's procurement plan 2023 and adopt the procurement plan 2024.	The approval of procurement plans is generally done via written procedure. Due to the timing of submission, these items will be approved in the MB meeting.
9 Updated calendar of MB/Bureau meeting dates 2024	The Bureau recommended the MB to approve the updated calendar of MB/Bureau meeting dates 2024, including the joint MB/SC/NFP seminar on 12 June 2024.	
10 Standing item: EEA evaluation 2017-2021	The Bureau prepared the MB discussion on the evaluation and thanked the Chair of the Management Board Advisory Committee (MBAC) for the work of the MBAC.	<p>The representative from DG ENV provided an update on the latest steps of the EEA evaluation. The European Commission is waiting for the Regulatory Scrutiny Board to deliver their opinion on the Staff Working Document (SWD) in the coming days.</p> <p>The Chair of the MBAC updated the Bureau on the developments from the MBAC including the change in its members and the latest comments on the draft Staff Working Document. She highlighted the need to discuss the conclusion of the draft SWD on the need for more strategic discussions in the MB. These elements will be outlined in the MB meeting in more detail.</p>
CLOSED SESSION		
11 Preparation of the election by the MB of two MB Vice-Chairs/Bureau members	The Bureau prepared the running of the election by the MB of two MB Vice-Chairs/Bureau members.	Candidates for the vacant MB Vice-Chair/Bureau member roles are invited to step forward during the MB meeting closed session on 14 December.
FOR INFORMATION		
12 Feedback from Bureau members	Bureau members did not raise any further topics.	

The meeting closed at 18:30



Approved by the EEA Bureau at its 101st meeting
Copenhagen, 13 December 2023

Signed

André Weidenhaupt
Chair, EEA Management Board

Annexes

- Annex 1: Final agenda of 101st Bureau meeting, 13 December 2023
- Annex 2: Participants list, 101st Bureau meeting, 13 December 2023



Annex 1:

Draft agenda of the 101st Bureau meeting
Wednesday, 13 December 2023, 16:30-18:30, European Environment Agency,
Copenhagen

AGENDA ITEM	DOCUMENTS
FOR ADOPTION	
1. Agenda of the 101 st Bureau meeting	EEA/BU/101/01

FOR DISCUSSION	
2. Follow-up to the previous Bureau meeting	Verbal update
3. Standing item: how to engage with the next European Commission	Verbal update

FOR BUREAU ORIENTATION IN PREPARATION OF THE 100TH MANAGEMENT BOARD	
4. 100 th MB meeting agenda	EEA/MB/100/01
5. Eurostat Work Programme for 2024	EEA/MB/100/16A
6. MB adoption of Single Programming Document (SPD) 2024-2026	EEA/MB/100/16B
7. MB decision on EEA budget amendment 2023	EEA/MB/100/16C
8. Amendment to EEA procurement plan 2023 and adoption of the procurement plan 2024	EEA/MB/100/16D
9. Updated calendar of MB/Bureau meeting dates 2024	EEA/MB/100/16E
10. Standing item: EEA evaluation 2017-2021	EEA/MB/100/08

CLOSED SESSION	
11. Preparation of the election by the MB of two MB Vice-Chairs/Bureau members	EEA/MB/100/09

FOR INFORMATION	
12. Feedback from Bureau members	Verbal update

Documents provided for information (no discussion in the meeting unless raised by a Bureau member under AP 12 Feedback from Bureau members):

- Overview of audits (EEA/BU/101/13)
- Outcome EEA discharge process 2021 and follow-up of discharge 2022 (EEA/BU/101/14)



**Annex 2: Participants list, 101st Bureau meeting, Wednesday, 13 December 2023, 16:30 –18:30
CET, Copenhagen**

Name	Represented country/ organisation	Role	Comments
André Weidenhaupt	Luxembourg	Chair	Present
Michal Pastvinsky	Czech Republic	Vice-Chair	Present
Magda Gosk	Poland	Vice-Chair	Present
Stefano Laporta	Italy	Vice-Chair	Present
Julia Werner	Germany	Guest, Chair of the Management Board Advisory Committee on EEA evaluation 2017-2021	Present
Patrick Child	European Commission (DG ENV)		Excused
Yvon Slingenberg	European Commission (DG CLIMA)		Present
Jürgen Salay	European Commission (DG ENV)		Present
Claudia Fusco	European Commission (DG ENV)		Present
Lena Neij	Member designated by the European Parliament		Present
Claire Dupont	Chair of the Scientific Committee		Present
Ingunn Limstrand	Observer from non-EU member state (Norway)		Present
Leena Ylä-Mononen	EEA		Present
Martin Adams	EEA		Present
Jock Martin	EEA		Present
Søren Nielsen	EEA		Present
Anne-Marie Buttolo	EEA		Present
Milan Chrenko	EEA		Present
Jasmiina Laurmaa	EEA/ MB Secretariat		Present