



**LIST OF DECISIONS AND GUIDANCE
79TH BUREAU MEETING, 8 MAY 2019**

Agenda item	Outcome	Comments
1 DRAFT AGENDA OF THE 79TH BUREAU MEETING	The Bureau adopted the agenda with one additional agenda item 4 'AOB'.	The final meeting agenda is included in Annex 1.
2 MANAGEMENT BOARD SEMINAR ON 19 JUNE 2019: SCOPE AND ORGANISATION	<p><i>Seminar: scope and organisation</i></p> <ul style="list-style-type: none"> - The Bureau took note of the update by the EEA's Executive Director on the preparation towards the Board seminar. - The Bureau supported the overall seminar approach, incl. the theme of innovation and the four building blocks. - The Bureau provided guidance on the follow aspects: <ul style="list-style-type: none"> - The seminar background information, including on the overarching questions to guide the seminar; and - The seminar agenda. <p><i>Stakeholder engagement in the EEA/Eionet Strategy development</i></p> <ul style="list-style-type: none"> - The Bureau agreed to the EEA proposal to establish a Committee to the Board, which would provide guidance to the Board and EEA during the development of the EEA/Eionet Strategy. - In preparation of a June Board decision on such a Committee, the Bureau asked the EEA to come forward with a proposals for concise draft Terms of Reference. 	<ul style="list-style-type: none"> - Context: Upcoming seminar of the EEA Management Board and Eionet on 19 June 2019 on 'EEA and Eionet Strategy 2021-2030'. - The seminar booklet will be shared with all seminar participants by 16 May. - The final draft seminar agenda will be shared three weeks in advance of the seminar. <p>Committee composition: The Committee members should include Eionet NFPs, the Scientific Committee chair, Board members/alternates (representing the Commission, member countries and European Parliament)</p>
3 CONSOLIDATED ANNUAL ACTIVITY REPORT (CAAR) FOR 2018; INCL. THE BOARD'S ANALYSIS	<p><i>Board guidance</i></p> <ul style="list-style-type: none"> - The Bureau took note of the first draft CAAR 2018, provided by the EEA to the Board and Bureau on 17 April. - The Bureau took note of no written guidance being provided by Board members by the deadlines of 6 May. 	<p>Context:</p> <ul style="list-style-type: none"> - The Board shall send the CAAR for 2018, incl. the Board's analysis of it to the budget authorities, the Court of Auditors and the European institutions by 15 June 2019. - The adoption process for the CAAR 2018 and the Board's analysis of it, are foreseen to be a 2-week written procedure with the Bureau, starting on 27 May; in accordance with the Board's standing delegation to the Bureau ⁽¹⁾.

¹ Decision EEA/MB/2018/005 on the standing delegation to the Bureau to finalise and adopt the yearly Consolidated Annual Activity Reports (CAARs), incl. the 'Analysis and Assessment by the EEA Management Board', of 7 March 2018



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	<p><i>Bureau guidance</i></p> <p>The Bureau provided the following guidance towards the finalisation of the CAAR 2018, and the Board's analysis:</p> <ul style="list-style-type: none"> - The CAAR should primarily report on the activities in 2018. Reflections on prioritisation in the future, should be placed in the context of the evolving context to which EEA will have to adapt; - Key reporting on activities could include the absolute number of completed products, including a separation between legally required products/reports versus other deliverables 	<ul style="list-style-type: none"> - The Board's adoption of the CAAR 2018 is a formal requirement on the Agency ⁽²⁾. The EEA CAAR is drafted in line with the applicable Commission 'CAAR guidelines' ⁽³⁾.
4 AOB	<p><i>Agendas June Board and Bureau</i></p> <p>The Bureau approved the preliminary agendas for the June Board and Bureau meetings.</p>	<ul style="list-style-type: none"> - EEA clarified that the agenda items on the adoption of the revised EEA Financial Regulation and the revised Rules of Procedure for the Board and Bureau have been postponed, due to pending feedback from the Commission regarding the transposition of the revised EU Framework Financial Regulation. - The draft agenda for the 80th Bureau on 18 June is included in Annex 2. - The draft agenda for the 85th Management Board meeting on 20 June is included in Annex 3.
	<p><i>Meeting calendar 2019</i></p> <p>The Bureau agreed to some changes to the meeting schedule for 2019.</p>	<ul style="list-style-type: none"> - The revised meeting calendar for 2019 is included in Annex 4. - The agreed changes are: <ul style="list-style-type: none"> - Bureau meeting on 3/12/2019 (am), back-to-back to the Board meeting in Brussels (scheduled from 3/12/2019 (pm) until 04/12/2019 (am); and - Tentative timeslot for a Bureau video conference meeting on 31/10/2019.
	<p><i>Meeting calendar 2020</i></p> <p>The Bureau agreed to the overall approach towards the scheduling of the meetings of the EEA Management Board and Bureau for 2020, including on:</p> <ul style="list-style-type: none"> - Three management Board meetings per year; 	<p>The draft meeting calendar for the Board and Bureau meetings in 2020, will be proposed by the Chair in preparation of the June governance meetings.</p>

² The Board's adoption of the annual activity report stems from the EEA/Eionet Regulation. The consolidated reporting under the form of the CAAR is a formal requirement on decentralised agencies included in the Commission Delegated Regulation 1271/2013/EU on the framework financial regulation.

³ C(2014) 9641 final.



Agenda item	Outcome	Comments
	<ul style="list-style-type: none">- Bureau meetings to be organised, to the extent possible, back-to-back to Board meetings; and- Ad-hoc meetings of the Bureau for providing guidance or adopting decisions can be scheduled by the Bureau, as deemed appropriate.	

The meeting closed at 14h40.

Approved by the EEA Bureau at its 79th meeting
by video-conference, 8 May 2019

[Signed]

Laura Burke
Chair, EEA Management Board

Annexes

- Annex 1: Final agenda of 79th Bureau meeting
Wednesday, 8 May 2019 13.00–14.30, Video-conference
- Annex 2: Draft agenda of the 80th Bureau meeting
Tuesday, 18 June 2019, 16.00–19.00, EEA premises
- Annex 3: Preliminary agenda of the 85th Management Board meeting
Thursday, 20 June 2019, 10.00–17.00, EEA premises
- Annex 4: Agreed changes to the meeting calendar for 2019
- Annex 5: Participants list
Wednesday, 8 May 2019 13.00–14.30, Video-conference

**Annex 1: Final agenda of 79th Bureau meeting,
Wednesday, 8 May 2019 13.00–14.30, Video-conference**

AGENDA ITEM	DOCUMENTS
1. Agenda of the 79th Bureau meeting (for adoption)	EEA/BU/79/01
2. Management Board seminar on 19 June 2019: Scope and organisation (for guidance)	EEA/BU/79/02
3. Consolidated Annual Activity Report (CAAR) for 2018, incl. the Board's analysis (for guidance)	EEA/BU/79/03
4. AOB <ul style="list-style-type: none"> - Preliminary agenda of the 80th Bureau meeting Tuesday, 18 June 2019, 16.00–19.00, EEA premises - Preliminary agenda of the 85th Management Board meeting Thursday, 20 June 2019, 10.00–17.00, EEA premises - Meeting calendar for 2019: changes - Approach towards the scheduling of 2020 Bureau meetings 	EEA/BU/79/04.A EEA/BU/79/04.B [Verbal update] [Verbal update]

Annex 2: Draft agenda of the 80th Bureau meeting
Tuesday, 18 June 2019, 16.00–19.00, EEA premises

AGENDA ITEM	DOCUMENTS
1. ADOPTION OF AGENDA	
Agenda of the 80th Bureau meeting	EEA/BU/80/01
2. OPERATIONAL/ADMINISTRATIVE ITEMS <i>For Bureau decision</i>	
A. EEA procurement plan for 2019: Update	EEA/BU/80/02.A
B. Meeting calendar 2019: Schedule of Bureau processes and meetings	EEA/BU/80/02.B
3. OPERATIONAL/ADMINISTRATIVE ITEMS For Bureau orientation in preparation of the 85th Management Board	
<i>BUREAU GUIDANCE TO THE MANAGEMENT BOARD</i>	
A. Overview of audits	EEA/BU/80/03.A
B. Discharge: Outcome discharge 2017 and follow-up actions earlier discharges	EEA/BU/80/03.B
<i>BUREAU RECOMMENDATIONS TOWARDS MB DECISION</i>	
C. Final accounts for 2018 (for MB opinion)	EEA/BU/80/03.C
D. Meeting calendar 2020 (for MB approval)	EEA/BU/80/03.D
E. Eurostat Work Programme for 2020 (for MB approval)	EEA/BU/80/03.E
4. STRATEGIC ITEMS For Bureau guidance in preparation of the 85th Management Board and seminar	
<i>BUREAU RECOMMENDATIONS TOWARDS MB DECISION</i>	
A. EEA publication plan for 2019: Revision	[MB document: EEA/MB/85/04.A]
<i>BUREAU GUIDANCE TO THE MANAGEMENT BOARD</i>	
B. Management Board seminar on 19 June 2019: Final preparations	[Verbal update]
C. Brexit	[Verbal update]
D. Cooperation with the West Balkan countries	[MB document: EEA/MB/85/04.D]
E. Single Programming Documents (SPD): Process and timelines for SPD 2021-2023 and finalisation of SPD 2020-2022	[MB document: EEA/MB/85/04.F]
5. FOR INFORMATION	
Feedback from Bureau members	[Verbal update]



**Annex 3: Preliminary agenda of the 85th Management Board meeting
Thursday, 20 June 2019, 10.00–17.00, EEA premises**

AGENDA ITEM	DOCUMENTS
1. ADOPTION OF AGENDA AND MINUTES OF PREVIOUS MEETING	
A. Draft agenda of the 85th Management Board meeting	EEA/MB/85/01.A
B. 84rd Management Board, 7 March 2019: Meeting minutes	EEA/MB/85/01.B
2. OPERATIONAL/ADMINISTRATIVE ITEMS <i>Feedback from the Chair on decisions between meetings, and 8 May and 18 June Bureau</i>	
EEA/MB/85/04	
A. 79th Bureau meeting, 08 May 2019: Decisions and guidance	EEA/MB/85/02.A
B. 80th Bureau meeting, 18 June 2019: Decisions and guidance, incl. recommended decisions on:	EEA/MB/85/02.B
- Final accounts for 2018 (for MB opinion)	(EEA/BU/80/03.C)
- Meeting calendar 2020 (for MB approval)	(EEA/BU/80/03.D)
- Eurostat Work Programme for 2020 (for MB approval)	(EEA/BU/80/03.E)
3. UPDATES FOR INFORMATION AND FEEDBACK	
A. Update by the Scientific Committee Chair	EEA/MB/85/03.A
B. Update by the Executive Director	EEA/MB/85/03.B
C. Update by the European Commission	EEA/MB/85/03.C
4. STRATEGIC ITEMS SUBJECT TO PRE-ASSESSMENT BY THE 80TH BUREAU	
<i>FOR ADOPTION</i>	
A. EEA publication plan for 2019: Revision	EEA/MB/85/04.A
B. EEA/Eionet evaluation: Management Board recommendations	EEA/MB/85/04.B
<i>FOR GUIDANCE</i>	
C. SOER 2020, including Board engagement in Stakeholder Interaction Process	EEA/MB/85/04.C
D. Cooperation with the West Balkan countries	EEA/MB/85/04.D
E. Brexit	[Verbal update]
F. Single Programming Documents (SPD): Process and timelines for SPD 2021-2023 and finalisation of SPD 2020-2022	EEA/MB/85/04.F
5. SPECIAL SESSION – SDG MONITORING	
SDG Monitoring: presentation by DG ESTAT	[Presentation]
6. EEA/EIONET STRATEGY 2021-2030	
A. Management Board of 19 June 2019: Follow-up	[Verbal update]
B. EEA/Eionet Strategy 2021-2030: Stakeholder engagement in development process	EEA/MB/85/06.B
7. FOR INFORMATION	
A. Update by Finland: Priorities Finnish Presidency of the Council of the European Union	[Presentation]
B. Feedback from Management Board members	[Verbal update]



Annex 4: Meeting calendar 2019: revisions by the 79th Bureau

MEETING DATES IN 2019
MANAGEMENT BOARD, BUREAU, SCIENTIFIC COMMITTEE AND NFP/EIONET

Version 5.0

Changes approved by the 79th Bureau (08/05/2019)

Meeting	Approved by the Bureau on 08/05/2019 (*)
77th Bureau <i>(Video-conference)</i>	Wednesday, 23 January <i>(video-conference)</i>
NFP/Eionet meeting	Wednesday–Thursday, 6–7 February
72nd Scientific Committee and seminar	Tuesday–Wednesday, 19–20 February
78th Bureau	Wednesday, 6 March (14.00-18.00)
84th Management Board	Thursday, 7 March
79th Bureau	Wednesday, 8 May (13.00-15.50) <i>(video-conference)</i>
73rd Scientific Committee and seminar	Wednesday–Thursday, 22-23 May
NFP/Eionet meeting	Monday–Tuesday, 17–18 June
80th Bureau	Tuesday, 18 June (16.00-19.00)
MB Seminar, incl. evening event for EEA's 25th Anniversary	Wednesday, 19 June
85th Management Board	Thursday, 20 June (10.00-17.00)
81st Bureau	Thursday, 31 October <i>(Tentative date for video-conference, in case required)</i>
NFP/Eionet meeting	Wednesday–Thursday, 23–24 October
74th Scientific Committee and seminar	Tuesday–Wednesday, 29-30 October
82nd Bureau	Tuesday, 3 December, Brussels (10.30-13.00)
86th Management Board	Tuesday, 3 December, 14.00-18.00 until Wednesday, 4 December, 9.00-12.30, Brussels
SOER 2020 Integrated Assessment Report launch	Wednesday, 4 December, Brussels (14.00-18.00) <i>(SOER 2020 launch replaces the MB seminar)</i>

Notes

(*) Meetings of the Management Board and Bureau are organised as physical meetings in Copenhagen scheduled from 09.00 until 17.00, unless mentioned otherwise in the calendar.

Annex 5: Participants list, Wednesday, 8 May 2019 13.00–14.30, Video-conference

PARTICIPANTS	COUNTRY/AFFILIATION	ORGANISATION	ATTENDANCE
BUREAU MEMBERS			
Laura BURKE	Ireland	Environmental Protection Agency (EPA)	<i>Confirmed</i>
Michal PASTVINSKY	Czech Republic	Ministry of Environment	<i>Confirmed</i>
André WEIDENHAUPT	Luxembourg	Ministry of the Environment, Climate and Sustainable Development	<i>Apologies</i>
Julia WERNER	Germany	Federal Ministry for the Environment, Nature Conservation, Building and Nuclear Safety	<i>Confirmed</i>
Alda OZOLA	Latvia	Ministry of Environment Protection and Regional Development	<i>Apologies</i>
Alessandro BRATTI	Italy	Italian Institute for Environmental Protection and Research (ISPRA)	<i>Confirmed</i>
Lena NEIJ	European Parliament	International Institute for Industrial Environmental Economics (IIIEE)	<i>Confirmed</i>
Gilles GANTELET	European Commission	DG ENV, Directorate A - Policy, Coordination and Resources	<i>Confirmed</i>
GUESTS/OBSERVER			
Artur RUNGE-METZGER	Observer, European Commission	DG CLIMA, Directorate C –Climate Strategy, Governance and Emissions from non-trading sectors	<i>Confirmed</i>
Josiane MASSON	European Commission	DG ENV, Directorate A – Environmental Knowledge, Eco-Innovation & SMEs	<i>Confirmed</i>
Per MICKWITZ	Chair of EEA Scientific Committee	Finnish Environment Institute	<i>Confirmed</i>
Marc CHARDONNENS	Observer from non-EU Member State	Federal Office for the Environment (FOEN)	<i>Confirmed</i>