



**LIST OF DECISIONS AND GUIDANCE
104TH BUREAU MEETING, 7 MAY 2024**

Agenda item	Outcome	Comments
Opening of the meeting	The Chair welcomed participants.	After the agreement with the Chair, Sarah Nelen stepped in replacing Claudia Fusco (both Dir A, DG ENV)
FOR ADOPTION		
1 Agenda of the 104 th Bureau meeting	The meeting agenda was adopted.	
FOR DISCUSSION		
2 Mandate and ways of working for the Bureau: possible distribution of work between Vice-Chairs	Bureau further discussed possible distribution of work between Vice-Chairs.	Bureau members continued the discussion on possible distribution of lead roles for Vice Chairs in the operation of the Bureau. Review of ETCs, follow up of SPD, Eionet modernisation, preparation of CAAR, follow up of EEA/Eionet evaluation, cybersecurity and the EEA budget were identified as topics where one of the Vice Chairs could take the lead on behalf of the Bureau. The discussion will be revisited once two new BU members are elected in June.
3 Follow-up to the previous Bureau and Management Board meeting	Bureau ensured that the Bureau, the MB and the EEA follow up on points agreed at the previous Bureau and MB meeting.	The BU discussed the follow up on decisions from March BU and MB meetings. Call for Scientific Committee members was finalised following the guidance provided by the MB. Follow up of the discussion with JRC will be brought to one of the next BU meetings. EEA flagship reports agenda item stimulated good discussion; BU invited the EEA to bring future flagship reports to MB discussion.
4 EEA/Eionet evaluation 2017-2021	DG ENV gave an update to the Bureau on the expected revised timeline of the evaluation following the negative opinion of the Regulatory Scrutiny Board (RSB) on the Staff Working Document and how the revised SWD will be shared with the Management Board Advisory Committee (MBAC).	DG ENV informed on plans to submit revised staff working document to RSB on 17 May. At the same time the document will be shared with EEA and MBAC for factual check. After incorporation of the RSB comments the document will be finalised and published by mid-July and shared with EEA/MB. As a next step MBAC will draft the MB opinion for the discussion at the November MB meeting.



Agenda item	Outcome	Comments
5	Draft agenda for joint MB/NFP/SC seminar on 12 June in Copenhagen	Bureau took a note that the agenda of the June seminar follows MB guidance provided to EEA at their meeting in March 2024.
		<p>BU invited the EEA, in cooperation with DG ENV, to share, at the June MB meeting, a clear timeline with the next steps towards approval of MB opinion.</p> <p>EEA presented the objectives and the agenda of the June seminar with the overall goal to initiate 18 months process for mid-term review of the EEA-Eionet Strategy.</p> <p>In its discussion BU welcomed the proposal and encouraged the EEA to actively involve key EEA stakeholders (MB, Eionet, ETCs and SC) in the preparations and discussions at the Seminar.</p>
6	Draft agenda for 102 Management Board meeting on 13 June in Copenhagen	Draft agenda of MB meeting on 13 June discussed and the comments provided by the BU.
		<p>BU members agreed the agenda for the MB and BU meetings in June 2024 with following suggestions to include:</p> <ul style="list-style-type: none"> - update on SOER 2025 state of play under 'For information' point - update on the status of the EEA/Eionet evaluation supported with the timeline towards adoption of MB opinion at its November meeting - place an emphasis in the agenda item on EEA-Eionet strategy on the follow up of the Seminar
7	Update on Scientific Committee call 2024	BU members were updated on the status of the SC call and the next steps.
		<p>The call for new SC members has been launched on 8 May with the deadline for application on 17 June. From the end of June EEA will do pre-screening of applications to prepare for the final selection and interviews by the Selection Committee during the autumn.</p> <p>BU invited the EEA to prepare a letter inviting MB members to share the call with relevant national networks.</p>
8	Update on cyber security at the EEA	BU was updated on the EEA actions addressing recent cybersecurity incident.
		BU welcomed the update and invited EEA to keep the Management Board informed on developments as countries and EU institutions face similar challenges and can benefit from shared learning.



Agenda item	Outcome	Comments
FOR FEEDBACK		
9 Feedback from Bureau members		<p>BU discussed following specific items: EEA IT Strategy – the EEA Internal Auditor updated BU on a delay in preparation of the EEA IT strategy due by end June 2024. Task resulted from IT audit by Internal Audit Service in 2023. Based on the agreement in BU, EEA will approach Internal Audit Service with the request to extend the deadline by the end of December 2024.</p> <p>CAAR 2023 report - the EEA received several comments and suggestions during consultation. MB Chair informed BU about the foreword drafted by the Chair and EEA ED. BU agreed with the approval of the CAAR by written procedure in May.</p>
CLOSED SESSION		
10 Preparation of the June 2024 election by the MB of two MB Vice-Chairs/Bureau members	Bureau continued preparation towards the election of two new vice-chairs.	

The meeting closed at 12:00

Approved by the EEA Bureau at its 104th meeting
7 May 2024

[Signed]

André Weidenhaupt
Chair, EEA Management Board

Annexes

- Annex 1: Final agenda of 104th Bureau meeting, 7 May 2024
 Annex 2: Participants list, 104th Bureau meeting, 7 May 2024



Annex 1

**Draft agenda of the 104th Bureau meeting
 Tuesday, 7 May 2024, 09:30 - 12:00, online**

AGENDA ITEM	DOCUMENTS
FOR ADOPTION	
1. Agenda of the 104th Bureau meeting	EEA/BU/104/01

FOR DISCUSSION	
2. Mandate and ways of working for the Bureau: possible distribution of work between Vice-Chairs	Verbal update
3. Follow-up to the previous Bureau and Management Board meeting	Verbal update
4. EEA/Eionet evaluation 2017-2021	Verbal update
5. Draft agenda for joint MB/NFP/SC seminar on 12 June in Copenhagen	EEA/BU/104/05
6. Draft agenda for 102 Management Board meeting on 13 June in Copenhagen	EEA/BU/104/06
7. Update on Scientific Committee call 2024	Verbal update
8. Update on cyber security at the EEA	Verbal update

FOR FEEDBACK	
9. Feedback from Bureau members	Verbal update

CLOSED SESSION	
10. Preparation of the June 2024 election by the MB of two MB Vice-Chairs/Bureau members	Verbal update


Annex 2: Participants list, 104th Bureau meeting, 7 May 2024 09:30-12:00 CEST, online

Name	Represented country/ organisation	Role	Comments
André Weidenhaupt	Luxembourg	Chair	
Michal Pastvinsky	Czech Republic	Vice-Chair	
Aljoša Duplić	Croatia	Vice-Chair	
Stefano Laporta	Italy	Vice-Chair	
Julia Werner	Germany	Vice-Chair , Chair of the Management Board Advisory Committee on EEA evaluation 2017-2021	
Jurgen Salay	European Commission (DG CLIMA)		
Sarah Nelen	European Commission (DG ENV)		
Lena Neij	Member designated by the European Parliament		
Claire Dupont	Chair of the Scientific Committee		
Torfinn Sorensen	Observer from non-EU member state (Norway)		
Leena Ylä-Mononen	EEA		
Martin Adams	EEA		
Riyong Kim	EEA		
Eva Jensen	EEA		
Jock Martin	EEA		
Søren Nielsen	EEA		
Karl Hamilton	EEA		
Katja Rosenbohm	EEA		
Anne-Marie Buttolo	EEA		
Milan Chrenko	EEA		