

**LIST OF DECISIONS AND GUIDANCE
107TH BUREAU MEETING, 27 NOVEMBER 2024**

Agenda item	Outcome	Comments
Opening of the meeting	The Chair welcomed participants.	
FOR ADOPTION		
1 Agenda of the 107 th Bureau meeting	The meeting agenda was adopted.	The BU adopted the agenda of its 107 th meeting. The chair informed the agenda Item on Designation of new members of EEA Scientific Committee will be chaired by BU Vice Chair Stefano Laporta to avoid possible conflict of interest as MB Chair was part of the Evaluation Committee.
FOR DISCUSSION		
2 Follow-up to the previous Bureau meeting	The Bureau ensured that the Bureau, the MB and the EEA follow up on points agreed at the previous Bureau and MB meeting.	DG ENV proposed adjustment to 106 th BU Decision list. The comment was fully incorporated to revised 106 th BU Decision list. Chair informed about the upcoming changes when all MB/BU documents will be moved from Forum to MS Teams space in January 2025. BU would be onboarded in December, MB in mid-January. EEA will follow with online invitation for onboarding meetings after the MB meeting.
FOR BUREAU ORIENTATION IN PREPARATION OF THE 103rd MANAGEMENT BOARD		
3 103 rd MB meeting agenda	The Bureau took note of the MB meeting agenda with slight adjustments.	The Bureau discussed the agenda and proposed following adjustments: The Agenda Item 12A – Designation of new members of EEA Scientific Committee will be chaired by BU Vice Chair Stefano Laporta to avoid possible conflict of interest as MB Chair was part of the Evaluation Committee.
4 Eurostat Work Programme for 2025	The Bureau recommended MB adoption of Eurostat Work Programme for 2025	The work programme was shared for MB written procedure (ended on 14/11). No comments from MB members were received, final version was shared with MB on 22 November 2025.
5 MB adoption of Single Programming Document (SPD) 2025-2027 including EEA Annual budget 2025 and financing decision on ETCs for 2025	The Bureau recommended MB adoption of SPD, annual budget and Financing decision on ETCs.	EEA introduced SPD 2025-2027, budget for 2025 thanking for all the input received during the consultation period including consolidated input from the Scientific Committee and NFPs. EEA informed about additional comments from DG ENV received shortly before the BU meeting. Comments were incorporated to the SPD and EEA shared with BU/MB the table indicating how these comments were handled.



Agenda item	Outcome	Comments
		<p>The BU welcomed the process and EEA effort to address comments received. Discussion touched upon how to better provide BU/MB input into early stage of SPD preparation; how to address the gap between increasing resources for experts and resources for support and administrative functions; coordination between JRC and EEA work and possibilities for alignment between SOER 2025 Country space and COM Environmental Implementation Review 2025.</p> <p>The BU agreed to organise, at its January 2025 meeting, strategic discussion on the next SPD 2026-2028 including debate on Digitalisation and resources.</p>
6 MB decision on EEA budget amendment 2024	The Bureau recommended MB adoption of the budget amendment.	EEA briefly explained the budget amendments for 2024 and reasons behind the proposal.
7 Updated calendar of MB/Bureau meeting dates 2025	The Bureau recommended MB to adopt revised calendar for 2025.	The Chair proposed to host the March MB meeting in Luxembourg, due to the reconstruction of EEA conference room. EEA proposed additional MB meeting for the morning of 1 October in Brussels, back-to-back with SOER 2025 launch on 30 September to which all MB members will be invited. BU would meet in the afternoon on 1 October, after MB meeting.
8 MB opinion on the EEA/Eionet evaluation 2017-2021	The Bureau recommended MB to adopt MB opinion on evaluation.	MBAC Chair and BU Vice-Chair Julia Werner provided introduction to the MB opinion on EEA-Eionet evaluation highlighting key elements. The BU members appreciated the work of MBAC Chair towards well balanced opinion representing opinions of MB representatives from EEA member countries. The discussion touched upon several recommendations mentioned in the paper including on methodological challenges related to the evaluation; KPIs, EEA budget sources, possibilities for SOER alignment with policy cycle and length and timing of the evaluation. BU members agreed on the need for a follow up action plan to be discussed at its January 2025 meeting.
9 EEA proposal for revision of Key Performance Indicators	The Bureau recommended MB to adopt revised KPIs	EEA introduced the process towards revision of KPIs that are aligned to the EEA-Eionet Strategy 2021-2030, addressing outcomes of the EEA-Eionet evaluation 2017-2021 and outcomes of EP discharge process. EEA invited BU/MB to provide written comments by 6 December. EEA will start the second phase of the KPI improvement process at the beginning of 2025 and suggested 1-2 MB members to support the work. BU welcomed the proposal and the phased approach and will provide specific comments in writing.



Agenda item	Outcome	Comments
CLOSED SESSION		
10	Towards the Decision on the designation of new members of the EEA Scientific Committee	The Bureau recommended MB to adopt a decision on new members of the Scientific Committee and a decision on extension of designation of nine of the present Scientific Committee members
		The Agenda Item was chaired by BU Vice-Chair Stefano Laporta. He thanked the Evaluation Committee for its work. SC Chair provided comprehensive details on the Evaluation Committee work and outcomes explaining the approach towards evaluation of the candidates and proposal of 9 new members of SC. The BU discussed the role of MB in distribution of the call for experts, geographical and age balance, considering that SC members are not representing countries rather their scientific area of work.
10A	ED KPIs and appointment of reporting officers for ED appraisal	The Bureau recommended MB to adopt a decision on ED KPIs and appoint three reporting officers and appeal assessor.
		BU appointed Vice-Chairs from Italy and Croatia and DG ENV BU member as reporting officers for ED appraisal 2024 and suggested MB Chair to continue as the appeal assessor.
FOR DECISION		
11	Amendment to EEA procurement plan 2024 and adoption of the procurement plan 2025	Amendment to the EEA procurement plan 2024 agreed
		EEA informed about the adjustment made on 25/11 to the EEA procurement plan 2025 – Non-core funds (Annex 5). The entry that was added is the last one under IPAIII, Request code EEA-PN-2024-000051.
FOR INFORMATION		
12	Feedback from Bureau members	Bureau took note on documents provided for information - Overview of audits (EEA/BU/107/13); Outcome EEA discharge process 2022 and follow-up of discharge 2023 (EEA/BU/107/14); EEA identification of risks 2024-2025 (EEA/BU/107/15)
		BU members did not raise any questions in relation to the documents provided for information. MB Chair thanked the BU observer from non-EU member state Thorfinn Sørensen (Norway) and informed that from January Switzerland will take over the role. MB Chair invited BU members to provide EEA with updated Declaration on conflict of interest on a yearly basis to follow EEA Financial regulation and The conflict of Interest policy adopted by MB in February 2024 and recommendation of the auditors.

The meeting closed at 12:30

Approved by the EEA Bureau at its 107th meeting
27 November 2024

[Signed]

André Weidenhaupt
Chair, EEA Management Board

Annexes

- Annex 1: Final agenda of 107th Bureau meeting, 27 November 2024
Annex 2: Participants list, 107th Bureau meeting, 27 November 2024

Agenda of the 107th Bureau meeting

Wednesday, 27 November 2024, 09:00-12:30, online

AGENDA ITEM	DOCUMENTS
FOR ADOPTION	
1. Agenda of the 107 th Bureau meeting	EEA/BU/107/01

FOR DISCUSSION	
2. Follow-up to the previous Bureau meeting	Verbal update

FOR BUREAU ORIENTATION IN PREPARATION OF THE 103rd MANAGEMENT BOARD MEETING	
3. 103 rd MB meeting agenda	EEA/MB/103/01
4. Eurostat Work Programme for 2025	EEA/MB/103/12B
5. MB adoption of Single Programming Document (SPD) 2025-2027 including EEA Annual budget 2025 and financing decision on ETCs for 2025	EEA/MB/103/12C
6. MB decision on EEA budget amendment 2024	EEA/MB/103/12D
7. Updated calendar of MB/Bureau meeting dates 2025	EEA/MB/103/12E
8. MB opinion on the EEA/Eionet evaluation 2017-2021	EEA/MB/103/06
9. EEA proposal for revision of Key Performance Indicators	EEA/MB/103/08

CLOSED SESSION	
10. Towards the Decision on the designation of new members of the EEA Scientific Committee	EEA/MB/103/12A-CONF
10A ED KPIs and appointment of reporting officers for ED appraisal	EEA/MB/103/10-CONF

FOR DECISION	
11. Amendment to EEA procurement plan 2024 and adoption of the procurement plan 2025	EEA/BU/107/11

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 agenda item 12 Feedback from Bureau members):

- Overview of audits (EEA/BU/107/13)
- Outcome EEA discharge process 2022 and follow-up of discharge 2023 (EEA/BU/107/14)
- EEA identification of risks 2024-2025 (EEA/BU/107/15)


Participants list, 107th Bureau meeting, 27 November 2024 09:00-12:30 CET, online

Name	Represented country/ organisation	Role	Presence
André Weidenhaupt	Luxembourg	Chair	Present
Aljoša Duplić	Croatia	Vice-Chair	Present
Elisabeth Freytag-Rigler	Austria	Vice-Chair	Present
Julia Werner	Germany	Vice-Chair	Present
Laura Höijer	Finland	Vice-Chair	Present
Stefano Laporta	Italy	Vice-Chair	Present
Emil Andersen - acting Director ENV.A	European Commission (DG ENV)		Present
Yvon Slingenberg	European Commission (DG CLIMA)		Present
Saverio Marcaletti	European Commission (DG ENV)		Present
Lena Neij	Member designated by the European Parliament		Present
Claire Dupont	Chair of the Scientific Committee		Present
Torfinn Sørensen	Observer from non-EU member state (Norway)		Present
Leena Ylä-Mononen	EEA		Present
Jock Martin	EEA		Present
Martin Adams	EEA		Present
Eva Jensen	EEA		Present
Riyong Kim	EEA		Present
Karl Hamilton	EEA		Present
Søren Nielsen	EEA		Present
Anne-Marie Buttolo	EEA		Present
Milan Chrenko	EEA/ MB Secretariat		Present