

June 2006

B/06/M2

**MINUTES OF THE MEETING OF THE BUREAU OF THE GOVERNING
BOARD, 28 JUNE 2006**

Present:

Mr Remaeus (chair), Mr Riese, Mr Lopes, Mr Cerfeda, Mr Gyorgy, Ms Degrand-Guillaud, Ms Dapergola, Ms Schweng, Mr Konkolewsky, Mr Taylor, Mr Rial-Gonzalez, Mr Blanch and Mr Bejer (Secretariat).

Item 1: Adoption of the draft Agenda (B/06/A2)

The agenda was adopted.

Item 2: Draft minutes of the meeting of 20 March 2006 (B/06/M1)

The minutes were adopted.

Item 3: Director's Progress Report (B/06/02)

The Director added some comments to the written report sent before the meeting:

- The European Week 2006 was launched the week before in Brussels. Among the campaign products, a web-site with dedicated sections for young people has been developed.
- A user survey has been carried out with almost 7.000 respondents of which almost 40 pct came from private companies. The key results are available here: <http://extranet.osha.eu.int/livelink/livelink.exe?func=ll&objId=621043&objAction=browse&sort=name>
- The rental contract for the Agency building will have to be renewed. The owner of the building has asked for 30 pct increase in the rent which the Agency does not consider proportionate. The Agency is therefore looking into alternatives. The fact that the Agency does not have a real seat agreement with the Spanish and Basque authorities contributes to the problems with the rental contract.
- The Director informed that some delays in implementing internet projects may happen as a result of revision of current contract.
- Mr Takala is expected to take up his post on 16 September.

Mr Lopes found the attitude as regards a seat agreement from the Spanish and Basque authorities unacceptable.

At the request from Mr Lopes, the Director informed that it had unfortunately not been possible to organise the European and the national launches of the European Week on the same day. It has been necessary to change the day for the European launch, and at

that time the national focal points had already planned the national launches. Also following a request from Mr Lopes, the Director informed that it had not been possible to establish the foreseen cooperation with SLIC for the Risk Observatory, but instead the focal points would be asked to provide the required information in cooperation with the Topic Centres.

Following a request from Ms Degrand, Mr Blanch informed that at the moment there are five on going recruitment processes covering six vacancies. Another vacancy will be covered by a new process to be initiated.

Mr Cerfeda commented that it was important at the next Bureau meeting to discuss the messages that should be sent from the European Week 2006 campaign. The campaign shall focus on young people at work, not just young people under education.

The Director commented that on 28 March a meeting had been held to find partners for the European Week campaign. The intention was to find partners outside the traditional circles of safety and health campaign partners. At the 28 March meeting the Agency representatives made it clear that the campaign is aimed both at young people at work and young people under education. Also the products target both groups.

Mr Lopes regretted that the Commissioner had not been able to participate in the launch of the week as this may lead to wrong interpretations of the Commission's intentions. As regards the foreseen jury for the film competition, the jury should not be exclusively composed of film professionals, but also include safety and health experts.

Item 4: Evaluation of the Agency and its network (B/06/03)

Mr Malan and Mr Gardiner from CSES introduced the plans for the evaluation (available [http://extranet.osha.eu.int/livelink/livelink.exe?func=ll&objId=621038&objAction=bro
wse&sort=name](http://extranet.osha.eu.int/livelink/livelink.exe?func=ll&objId=621038&objAction=browse&sort=name) here:

Mr Gyorgy pointed out that it is important not exclusively to use electronic communication tools to collect data as many of the potential data providers do not use electronic communication.

Mr Malan confirmed that in addition to the data collection via OSHmail there will be a data collection going via the focal points to the end users.

Mr Lopes commented that comparisons only make sense when what is compared is comparable. Therefore, comparisons with other Agencies should take into account the tri-partite character of the Bilbao Agency.

Ms Degrand agreed with the CSES proposal that direct comparisons between focal points may not be a good idea, but good practice examples should be identified. In addition, though information can be included from non-EU partners, the main emphasis should be on the Member States. Finally, Ms Degrand expressed her agreement with the workers' comments about taking into account the tri-partite character of the Bilbao Agency.

On the issue of comparing focal points, Mr Malan clarified that the idea is to create 4-5 ideal types of focal points around which the focal points could be grouped.

The Director commented, that there is a need for some profiling of the focal points and to make it visible under what the conditions the different focal points work.

Ms Schweng supported the view that the benchmarking should include other tri-partite agencies. Furthermore, in the questionnaire reference should be made to the focal points and not just the Agency as the focal points may be more known at the national level.

The Bureau agreed the inception report

Item 5: Implementation of concept of Advisory Groups (B/06/04)

The Director explained that the Agency had had to postpone the meetings in two of the Advisory Groups due to a lack of positive replies to the meeting invitation. The Agency would therefore like to hear the Bureau's advice on how to proceed with the Advisory Group concept.

Mr Lopes suggested that invitations be sent to the nominated group members and to the coordinator of the interest group. The coordinator can then monitor the interest group's participation.

The Chair suggested that in the absence of the nominated members, the interest group coordinator should be able to attend.

The Bureau agreed that the Agency should call for new meetings in the Advisory Groups and that in the absence of the nominated members, the interest group coordinators should be able to attend meetings.

Item 6: Presentation of Healthy Workplace Initiative Campaign

The Director presented the campaign (powerpoint presentation available here: <http://extranet.osha.eu.int/livelink/livelink.exe?func=ll&objId=621038&objAction=browse&sort=name>)

At the request from Ms Dapergola, the Director confirmed that the EuroInformation Centres and the focal points play a key role in delivering the campaign. Also, the seminars are targeted at national and even local audiences.

Mr Lopes requested further information on the involvement of the social partners in the seminars and suggested that the seminars should last for more than ½ day to make it possible for attendees to participate actively.

The Director replied that the Agency will evaluate the organisation of the seminars when the first round of seminars is finalized, including the duration of the seminars.

Item 5: Any other business

The Director informed about the problems caused by the difficulties in adopting decisions **by written procedure**. Following the adoption of the amendment to the Agency Regulation, at least 40 Board members have to vote to make it possible to adopt a decision. Even after sending several reminders, it is difficult to reach these 40 votes. The Agency has asked the Commission for a reinterpretation of the voting rules, but meanwhile the only solution is that a sufficient number of Board members vote. Otherwise the Board may fail to adopt decisions within the established deadlines in different regulations.

It was agreed to take the following measures:

- Reminders should only be sent to those who did not vote

- The e-mails should be redesigned to communicate the message clearer
- The Agency should improve the explanatory notes to make it clear to the Board members what is expected from them
- The Board should be provided an overview of coming decisions to be taken by written procedure

The Director also asked for the Bureau's opinion on postponing the planning exercise for the **next rolling and annual work programmes** (the annual work programme 2008 and the rolling work programme 2008-2011). The next Community OSH Strategy will be an important context for the next rolling and annual work programmes, and it is therefore important to know which themes the strategy will address. Before having the next strategy, it would therefore be difficult to formulate plans for 2008 and 2008-2011. The Agency would therefore suggest to cancel the Bureau's discussions in September on the 2008 and 2008-2011 work programmes (without cancelling the September Bureau meeting) and the November interest group meeting in Luxembourg. When the schedule for the new strategy is known, a revised plan for the preparation of the next work programmes would be prepared.

The Bureau agreed the Agency proposal for revising the planning schedule for the 2008 and 2008-2011 work programmes, as it does not seem that there will be a strategy document ready for mid-August,

At the end of the meeting, the Chair thanked the Director on behalf of the Bureau for the cooperation during the last 10 years and for the contribution the Director had made to placing the Agency on the European OSH map.

The Director thanked the Bureau for their support and cooperation.