

Minutes of the meeting of the Bureau of the Governing Board, 18 November 2009

Time and venue:

From 08:00 to 09:00 h.

Hotel Carlton, Plaza de Don Federico Moyúa 2, “Elcano” meeting room, Bilbao.

Present:

Mr Remaeus (Chair)

Ms Böhm, Ms Breindl, Mr Constantinou, Mr De Meester, Mr György, Mr Kempa, Mr Riese, Ms Schweng, Mr Alvarez, Mr Takala, Mr Bejer, Ms De Prado, Ms O'Brien, Ms Murillo, Mr Rial González, Mr Taylor, Mr Smith.

Item 1: Adoption of the draft agenda (B/09/A4)

Mr Remaeus welcomed all members to the meeting.

The agenda was adopted.

Item 2: Draft minutes of the last meeting of 22-23 September 2009 (B/09/M3)

The minutes of the last meeting were approved.

Item 3: Preparation of Board meeting – (G/09/A2)

The Agenda for the Board Meeting was adopted.

- **Preliminary Draft AMP 2011:**
- **Ms Schweng** found that the new layout is very generic and more focused on outcomes than on outputs. This is a step in the right direction but it also creates a challenge for the Board as it becomes less explicit what products will be produced
- **Mr Alvarez** noted that this model follows the recommendations from the Court of Auditors, and therefore, it should be considered as correct from the formal point of view. However, he understood the need to find a balance between flexibility, strategic considerations and level of detail.
- **Mr Bejer** noted that the Board would like more information about the outputs, and therefore EU-OSHA will try to include this to the extent possible.

- **Mr Takala** reminded that the change of the format aims at improving the Board's tools for managing the performance of the Agency as has been identified as a need on several occasions. However, he also found that this should not exclude the possibility to identify the main outputs.
- **Mr Bejer** noted that there is a high pressure on Agencies to demonstrate their impact and that the responsibility to ensure the governance of the Agency according to relevant standards is shared between the Board and the Director.
- **Ms Schweng** suggested that it is easier to read if we put the objectives together with the outputs.
- **Mr Takala** said that there has to be any measurement system so that Board and management have a clear idea of the status of the activities and if the objectives have been or are being achieved
- It was suggested that the Agency could get information on how often the Agency is mentioned or quoted in scientific literature, as this is measurable.
- **Mr Rial-González** explained that this is one of the activities that the Agency is already carrying out, but tracking the impact on the network debate is much more difficult than that and is part of a broader task.
- **Budget and Establishment plan 2010:**
- **Ms Murillo** informed that as soon as the Agency has a written confirmation of the possible increase of the subsidy from the Spanish Authorities, there will be an Amended Budget, probably early 2010. It was agreed to inform the Board about it.
- **Mr Takala** and **Ms Murillo** explained that the temporary need for 2 additional staff members was due to the extra workload that the Coordination of Agencies is going to imply, being the Agency the Head of this group from March 2010 on. We are in the middle of the inter-agencies evaluation process, and it is very important for EU-OSHA, as a small Agency, to be actively involved in the process. Follow up of this and other issues implies a great amount of work for staff that has already their existing duties, while this task is carried out on a full-time basis in other Agencies. The two additional (CA FGIII) staff members will help ensure that the operational activities of the Agency are not affected negatively.

Item 4: Decision on scope and content of stakeholder consultation on management plan 2011 (B/09/13)

The discussion was postponed to the Board meeting.

Item 5: AOB

It was agreed that the Board would be informed about the next steps for the selection of the new Director for EU-OSHA.

The Agency was asked to clearly indicate in the Board Agendas if an item is "For information" or "For decision", etc.

The Workers group asked to change the dates of the March 2010 Board meeting to 11-12 March 2010.