

Minutes of the meeting of the Bureau of the Governing Board, 10 March 2010

Time and venue:

From 15:00 to 18:00 h.

European Agency for Safety and Health at Work, Gran Vía 35, INBISA Building, 7th floor, Meeting room A, Bilbao.

Present:

Mr Remaeus (Chair)

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

Item 1: Adoption of the draft agenda (B/10/A1)

Mr Remaeus welcomed all members to the meeting.

The agenda was adopted.

Item 2: Draft minutes of the last meeting of 15-16 December 2009 (B/09/M4)

The minutes of the last meeting were approved.

Item 3: Preparation of Board meeting – (G/10/A1)

Item 1 & 2.- Adoption of the draft agenda and the draft minutes of the last Board meeting

Item 3.- Analysis and assessment of the Agency's 2009 Annual Activity Report

Item 4.- The Agency's 2009 Annual Report

- There were no comments on these items.

Item 5.- Draft Annual Management Plan 2011

Item 6.- Draft budget and establishment plan 2011, including staff policy plan

- **Mr Alvarez** explained the background to the position of the Commission. In January, the Director of EU-OSHA sent the Commission a draft multi-annual Staff Policy Plan 2011-13, including additional staff resources (6 temporary agents) for the OiRA project. The Commission analysed the proposal together with DG Budget and DG HR and sent EU-OSHA a reply beginning of March, with some technical comments. Once the management plan and the budget and establishment plan, as well as the SPP 2011-2013 are approved by the Board, the Commission will initiate the internal consultation.
- Regarding OiRA, **Mr Alvarez** confirmed that the Commission supports this project, considers it useful for improving OSH and for reducing the administrative burden, in particular in SMEs. The Commission is pleased to see that the project is going ahead in the good direction. As per the 6 extra staff, taking into account the current situation of economic crisis, the Commission recommends redeploying existing staff rather than increasing staff, in line with the Commission's position in general for other agencies and EU Institutions.

- Regarding the Resolution annexed to the AMP, **Mr Alvarez** reminded that the Commission fully respects the autonomy of the Governing Board and will abstain.
- The discussion focused mainly on the 6 new staff members for the OiRA project. There were questions from the Governments', Workers' and Employers' representatives regarding the tasks for the 6 new staff, the countries which would lead the pilot exercises, the possibility of an alternative plan in case the extra resources are not granted, and recommendations that it would be convenient that the new staff had OSH background. There was a general demand for EU-OSHA to prepare a business plan with a more detailed description of the tasks of the 6 extra staff, the planned activities and possible alternatives if EU-OSHA could not get the necessary resources.

Item 7.- IAS Strategic Audit Plan 2010-2012 for EU-OSHA

- **Ms Murillo** introduced the IAS audit strategy for the period 2010-2012 for the EU-OSHA, which maps the risks and on this basis outlines the themes of the next IAS audits.
- There were no comments from the Bureau members.

Item 8.- amendment of 2010 budget and management plan

- **Ms Murillo** introduced the item and explained the need for an amending budget, following the final vote of the Budget by the European Parliament in December 2009, the inclusion of the income and expenditures related to IPA II,, as well as the need to anticipate the cost of recruitment of the new Director.

Item 9.- ECHA memorandum of understanding

- **Mr Takala** introduced the item. **Mr Alvarez** considered it as a good instrument for cooperation with ECHA, and suggested amending article IX, to include the sentence "reviewed and subsequently amended". Furthermore, article IX should be amended to read "The MoU may be terminated by either of the agencies ...".

Item 10.- Procedure for selection of new Director for EU-OSHA

- **Mr Alvarez** considered positive that the Governing Board gives a mandate to the Bureau to take care of all preparatory steps to the appointment of the new Director of EU-OSHA. **Mr Takala** reminded that there may be a number of Board and Bureau members interested in the post, and invited them to state if they are intending to apply if and when related issues are discussed in those bodies, in order to avoid any conflict of interest. Then, **Mr Alvarez** informed about the following steps for the recruitment of the new Director, which is expected to last around one year. First, the Commission will prepare and publish the vacancy notice for the open competition in the Official Journal and the main international newspapers. Interviews will take place with the pre-selected candidates and a short list of candidates will be proposed for the Governing Board to make a decision. Taking into account that Mr Takala's mandate will end in September 2011, the intention is to have a decision taken by March 2011.

Item 11.- Election of Chair, Vice-chair and other Bureau members

- **Mr Remaeus** invited the groups and the Commission to bring their proposals to the Board meeting on the next day.

Item 12.- Coordination of Agencies issues (Agencies evaluation and inter-institutional dialogue)

- **Mr Takala** introduced the item and informed about the next steps in the coordination now that EU-OSHA is coordinating the Head of agencies network from 1st March. Two meetings of Heads of Agencies and Heads of Administration will be organised in 2010, in Brussels, and Bilbao, and another one in 2011. In order to handle the increasing work related to this, two contract agents have been hired on a time-limited contract basis.
- There were no comments from the Bureau members.

Item 4: Cooperation with CEN (B/10/01)

Mr Takala introduced the item. EU-OSHA should maintain a contact with the SAB OH&S (Strategic Advisory Body for Occupational Health and Safety), to remain current with development of standards and technical specifications relating particularly to OSH management systems. On the other hand, EU-OSHA should offer itself as a resource to the SAB OH&S, particularly in the field of new and emerging risks.

Item 5: AOB

Mr Takala offered an update on the seat agreement situation, which is quickly progressing. The text from the Spanish Ministry of Labour is well advanced and the Basque Government has offered EU-OSHA two floors in a building free of charge, plus an increased subsidy of around € 100,000; however the renovation of the new building will have to be covered by EU-OSHA, and therefore the challenge will be in the future how to make the renovation in terms of budget and also in dealing with the complex practicalities of commissioning and managing the works.

Ms Schweng asked to change the date of the next Bureau meeting, scheduled for 25-26 May. It was agreed to propose for the consideration of the Board the dates of 14-15 June (Monday and Tuesday) for the next Bureau meeting.