

Meeting:	MEETING OF THE BUREAU OF THE GOVERNING BOARD
Date:	19 March 2012
Time:	18.00 h – 21.00 h
Venue:	Palacio Euskalduna Jauregia, Bilbao

FINAL MINUTES

1. *Adoption of the draft agenda (B/12/A1) – for adoption*

The Chair welcomed all members present and invited for comments on the draft agenda. The Director informed about a number of issues to be treated under AOB: seat agreement; professional activities of the former director, Mr Takala; probation period of current EU-OSHA director. Ms Breindl asked to add another item with regards to the date of the second Board meeting of the year, scheduled for 3 December.

CONCLUSION: The agenda was adopted.

2. *Draft minutes of the last Bureau meeting of 23 November 2011 (B/11/M4) – for adoption*

The Chair introduced the item and asked for comments on the draft minutes.

CONCLUSION: The draft minutes were approved without any comments or amendments.

3. *Action plan following evaluation of Agency (B/12/01) – for discussion*

The Chair asked the Director to introduce the item. **The Director** reminded that the Bureau had the mandate to oversee the follow-up to the evaluation carried out by IES, called “Mid-term Evaluation of the European Agency for Safety and Health at Work’s 2009-13 Strategy” and summarised the major recommendations:

1. Achieve greater prioritisation
2. Smaller number of larger projects
3. “Portfolio” approach for some activities
4. Consultation with focal points

The employers’ and **governments’** groups as well as the Commission supported the recommendations. The **workers’** group considered that with regards to recommendation no. 3 there was a risk of very different level of activities across member states and a safeguard approach would be needed. **The workers** also expressed concern with regards to the focus on the focal points in recommendation no. 4 as not all focal points perform equally well. It is important to consider the role of the social partners as well.

As regards the portfolio approach, **the Director** explained that there would be close communication with Bureau and Board. It would seem that the portfolio approach would work best as an opt-in approach (similar to the OiRA model) and ideally decisions on opting in should be taken by the focal point together with the national tripartite network. **Mr Smith** clarified that the portfolio approach was already implemented for some activities, such as the European Campaign Assistance Package, and it was not “optional”, but intended to adapt to the different needs of the Member States. **The Director** said that all the recommendations would be followed although the timing to prepare the ex-ante assessment for the selected activities was very short as the Agency was also preparing the new EU-OSHA strategy.

CONCLUSION: An action plan would be developed and distributed for the following Bureau meeting. For recommendation 3 it is important to establish criteria.

4. *Preparation of Board meeting – for comments*

The Chair introduced all the items of the Board meeting.

Item 3 Conclusions from Pre-Board seminar: The Bureau prepared a proposal for conclusions for the Board on the seminar’s discussions on the mission, vision and values.

All the groups agreed on the following proposal for the mission, vision and values to be presented at the Board meeting:

MISSION:

We develop, gather and provide reliable and relevant information, analysis and tools to advance knowledge, raise awareness and exchange occupational safety and health (OSH) information and good practice which will serve the needs of those involved in OSH (We = The Agency)

VISION:

To be the recognised leader promoting healthy and safe workplaces in Europe based on tripartism, participation and the creation of an OSH prevention culture, to ensure a smart, sustainable, productive and inclusive economy

VALUES:

Pan-European

We create European added value by bringing together actors from across Europe and by providing the tools to create a common approach to occupational safety and health while respecting national specificities

Relevant

We ensure that our activities are relevant to the most pressing OSH needs in Europe and contribute to the realisation of wider EU policy objectives

Tripartite

We work on the basis of, and promote, tripartism as the cornerstone of our work

Partnership and network-based

We participate in and connect networks and build communities to create European added value

Reliable

We see the quality assurance of our work as a key condition for success

Responsive and innovative

We are responsive to new OSH developments and innovative in addressing them

Good governance

We place great importance on accountability and transparency towards our stakeholders and efficiency in the use of our human and financial resources

For the themes, the Agency would compile the contributions from the groups.

Item 4 Annual Activity Report 2011: **Ms Kirton-Darling (workers)** asked for an update on the inter-institutional working group. **Ms O'Brien** informed that the draft final report would be ready in April. **Mr Bejer** clarified that the final report is a common joint statement. **The Director** informed that as regards tripartism one should distinguish between discussions on the size of the Board and on the composition of the Board. A smaller Board would not necessarily mean it would not be tripartite.

Item 6 Draft Annual Management Plan 2013: **Ms Smith (employers)** hoped that there would be a possibility to introduce changes depending on the development of the strategy and had a question about the activity linked to objective 2 of the "Working Environment Information" part (ageing workers). **Mr Alvarez (Commission)** informed that the European Parliament had allocated 2 Million Euro to the Commission for health and safety at work on ageing workers. The scope of the activities was under the remit of the Agency. If the Agency would take on the activity, the Commission and the Agency would establish an agreement specifying the work to be done and the practical aspects of the management. **The Commission** understood that there would be an impact on the Agency's economic and staff resources. **The Director** reminded the Bureau that an amendment of the work programme would be required before the activity could be initiated.

Item 7 Draft Budget & Establishment Plan 2013: **The Commission** reminded that the budgetary cuts affected all institutions. **Mr Alvarez (Commission)** informed that the Commission, with the contribution of the relevant DGs, would send a letter to the Agency, to acknowledge and welcome the measures that the Agency has taken to follow the Commission's recommendations, and taking note of the Agency's contribution to the 5% (over 5 years) cut in number of staff. Besides, other issues would be treated: organisation chart, promotion and reclassification, selection procedures, implementing rules. **Ms Böhm (workers)** said that the worker's group would like to be informed about the staff views and opinion on that matter. **The Director** explained that the measures had been consulted and discussed with the Staff Committee.

5. Any Other Business

The Agency was informed that Mr Viktor Kempa would replace Ms Marina Schröder as alternate in the Bureau.

Seat Agreement:

The current rent contract in Gran Via would end in December 2013. A decision must be taken before the end of the year. **The Director** explained that although the Basque Government had offered the Agency a building, it had not been feasible for the Agency to accept it as it would have been necessary to undertake comprehensive refurbishment and requiring some 4 million additional budget for the works before being able to use the building. Discussions with the new Spanish Government on seat agreement were yet to start.

Former Director's professional activities:

Mr Takala accepted a post as Executive Director of the Workplace Safety and Health (WSH) Institute in Singapore in December 2011. Mr Takala informed the Agency and considered that there was no conflict of interest and the Director agreed with that assessment.

Director probation period:

The Bureau unanimously agreed that the new Director's probation period had been successful and recommended the renewal of the contract. The Commission urged the Agency to adopt the Commission's implementing rules for the appraisal and probationary period for the director of the European Agency for Safety and Health at Work.

Date of the following Board meeting:

The Governments' group had a problem with the 3rd December, as it clashed with the SLIC meeting to be held in Cyprus on 29 and 30 November, and asked for the possibility of holding the Board meeting after the Advisory Committee, on 6th December. On the other hand, this was impossible for the **Workers'** group as ETUC executive committee would take place on 5th and 6th December. Regarding the second Bureau meeting, the Employers' group reminded that June was a very difficult month.

Others:

Following a question from **the Director**, **the Governments'** group expressed their feeling a better involvement of the Board/Bureau in setting priorities would be desirable. The pre-Board seminar was a positive step in this regard. The Governments' group also expressed the need for a discussion in the Board on the future structure of the Agency in terms of expert and advisory groups.

The Chair closed the meeting.

Present:

Chairperson: Károly GYÖRGY (Workers representative)

Commission: F. Jesús ÁLVAREZ

Workers: Lučka BÖHM
Judith KIRTON-DARLING
Viktor KEMPA

Employers: Christa SCHWENG
Kris DE MEESTER
Rebekah SMITH

Governments: Renārs LŪSIS
Gertrud BREINDL
Taťjana PETRIČEK

EU-OSHA: Christa Sedlatschek*, Andrew Smith*, Eusebio Rial González*, Françoise Murillo, Jesper Bejer, Brenda O'Brien*, Marta de Prado

* Not present during discussion on Director's probationary period.