



MINUTES

ETC COORDINATION MEETING, 6 February 2018

Chair

David Stanners (PAN)

Participants

ETCs:

ETC/BD: Dominique Richard (DRI)

ETC/ICM: Anita Künitzer (AKU)

ETC/ULS: Andreas Littkopf (ALI)

ETC/WMGE: Evelien Dils (EDI)

ETC/CCA: Silvia Medri (SME)

EEA:

ACC: Andre Jol (AJO); Bodil Larsen (BOL) ; Daniel Martin-Montalvo Alvarez (DMA)

ADS: Søren Brostrup Nielsen (SBN)

COM: Katja Rosenbohm (KRO)

EDO : Eva Goossens (EVG)

IEA: Jock Martin (JCM); Ybele Hoogeveen (YHO) Anna Carin Johansson (ACJ)

PAN: David Stanners (DAS); Lars Mortensen (LMO); Bert Jansen (BJA); Tommi Multala (TMU);

OPENING

DAS welcomed all participants, and the agenda was agreed.

BLOCK A: STRATEGIC AND KNOWLEDGE DEVELOPMENTS

a) Update on ongoing strategic developments:

TMU: ETC Call for Proposals published according to the plans on 31.01.2018. Any questions concerning the procedure or content are to be sent to the email address indicated in the publication.

ALI expressed his concern on the validity of the current FPAs. If FPA was signed in e.g. July or August, is the FPA still valid to the end of the 2018? Can the Copernicus and ENI service contracts run to the end of the year? ADS will assess whether the validity of the FPA for the implementation of the annual work programme under the specific grant agreements entered into with the ETC could, exceptionally, be extended as well to the direct services contracts concluded with the ETC for the purpose of the implementation of ENI and Copernicus programmes.

SME pointed out, concerning the contracting in general, that non-EEA countries can be in the consortium as partners for max 10% of the total ETC grant value.

DRI raised a question concerning sub-contracting: Why has ETC to co-finance 10% of a sub-contract? SBN replied that as we are operating under a grant agreement, we have to follow the rules regulating the grants and that means that the co-financing is to be included. DAS added that EEA does not have much flexibility as the rules governing grants are quite strict.

SME on overheads: why only 20% and not 25%? R&D pays 25% overheads and that without co-financing. Furthermore, the outputs in the research projects are clearer. ETC contracts are different kind of support and give less flexibility; therefore the overheads should be higher. SBN responds that the 20% of overheads is the normal procedure by EEA, already stretching the limits. DAS concluded that we cannot do anything for that – but message passed. However, EEA is really appreciating the ETC work.

Actions:

- *ADS to assess the validity of the FPA*

BLOCK 2: ETC OPERATIONAL AND MANAGEMENT ISSUES

a) EEA Writing manual uploaded at Eionet

KRO: manuals are available in the Forum but not in this year's contracts. Quality measures have been applied, 3-4 products this year?

ALI: 3 reports planned for 2018. If Eionet report then EEA is partly responsible.

KRO: Yes, we do the final check but not lay outing.

AKU: Visibility and data product indicators: will ETC staff be acknowledged at EEA website? More and more web in the future. KRO: Open for assessments and platforms but not further than that as ownership not quite clear. AJO thinks that it is an interesting question. Since we already acknowledge ETC authors within EEA assessment reports, why not also do so for EEA indicators?? KRO: will think about it.

SME on ETC websites: visibility could be increased. Any plans? Any restructuring? Budget made available for website maintenance. KRO: EEA not promoting the institutions but our topics. Work ongoing on EEA website this year but no big changes. BJA: Eionet is not communication but data coordination. Eionet Portal is used in other places. ICT user group is planning to redesign the Portal- What are the user needs? LMO on ETC websites: links have been strengthened to Eionet but open for suggestions. EDI: Eionet Helpdesk tells that "it is your website so take care of it yourself". DAS: This is a wider issue than Eionet, point taken for further discussion. JCM: we'll come back in a couple of weeks. DRI: ETC website is very useful as reference and when recruiting people. SME: Also useful when answering a call for proposal. AKU: ICM publishes ETC technical reports on website. AJO asked BJA to

clarify on the Portal planning process. BJA: User needs to be cleared, what do we want to maintain etc. Major operation. DAS: to the next meeting's agenda.

AKU: Forum folders would be good to archive. Tony advised not to move data in Forum. DAS: please contact BJA directly.

SME requests more money (overheads) or at least visibility. Some partners are not willing to work under these terms. DAS: point taken. To be discussed further.

ALI: not uploading any more data to Eionet, just on the website. Data sets are so big nowadays.

Actions

- *ETC staff acknowledgements for further visibility to be clarified (COM)*
- *Eionet Portal revamp to the next coordination meeting agenda (PAN)*

b) NRC review discussion

BJA: Webinars, meetings taking place. EEA has proposed a number of revisions but rather limited (linguistic etc). The major changes are that two BD NRCs are to be combined to one, three water NRCs to be combined to two (to be sorted out), NRC for environmental information systems to work more with INSPIRE and REFIT processes, new NRCs proposed for Forest, Soil and Agriculture resulting to 24 NRCs as earlier.

Procedure: uploads by end of January 2018, link exists and will be discussed today (6.2.2018) by the working group. Draft text to NFPs for comments, comments before end of April, presentation in next NFP meeting as preparation for the Management Board (MB) meeting in June, MB to endorse the next structure. DAS: EEA is facilitating the process for the working group. DRI: NRC Forest will be shared between several ETCs, could become a governance issue. ALI: will be discussed later between ETCs. BJA: Only major operations run through MB, maybe 2020 again with the new MAWP.

BLOCK 3: INFORMATION EXCHANGE: INFORMATION BY EEA OR ETCs AS APPROPRIATE

a) Information from ETC managers

All ETC managers to share their top 2-3 bullets with TMU to be included in the minutes.

- **ETC/WMGE:**
 - Management
 - QPRQ4 on track
 - Financial reporting CS2 2017 on track

- Probably amendment AP2018 before end of Q1 to specify contributions to SOER2020
 - Content
 - Awaiting publication of CE report on Bio-economy and CE
 - Awaiting publication of next Waste Prevention Review on Reuse systems
 - Final inputs to European Commission on early warning process, based on calculations with the European Reference Model on Municipal Waste
 - Discussions were held 2 weeks ago with experts ETC and EEA project managers on the SOER contributions for waste and resources area
 - Waste prevention: preparations ongoing for 2018 report (topic still to be decided: Construction & Demolition Waste or plastics? Discussions with European Commission ongoing)
- **ETC/ULS**
 - Action plan signed mid-January
 - First Consortium Management Committee meeting in CPH 31.01.-02.02. with splinter sessions for clarification of tasks
 - Finalisation of 2017 final QPR 4 and financial reporting on-going
 - Unfortunately three publications were downgraded to ETC reports in 2017 and now in ETC production line... (project managers left EEA)
 - Looking forward to the call for ETCs. ETC/ULS will apply in similar structure like for 2015-2018
 - ETC/ULS (Andreas) was consulted by COWI as well for the example on “Copernicus”
- **ETC/CCA:**
 - Kick Off meeting held in early January at the EEA, with with splinter sessions for clarification of tasks
 - AP2018 signed in January
 - QPR4/2017 a bit late but in progress
 - 1 Amendment to the FPA2014-2018 and 1 Amendment to the AP2018 in progress for accession of a new Partner.
 - On the content side, just two main highlights: (i) publication and official launch in Brussels by Hans Bruyninckx (Oct. 2017) of 2017 EEA report on climate change adaptation and disaster risk reduction in Europe, very well received by the EC and others; (ii) Draft 2018 EEA report on Climate-ADAPT evaluation submitted to Eionet consultation and experts review.
- **ETC/ACM:**
 - No real special issues for ETC/ACM - it's the normal stuff we're used to in this time of the year:
 - finalising the 2017 subvention, by drafting the Q4 financial- and progress report;

- preparation of the 2017 final cost statement (it looks like ETC/ACM will have a very minor underspending over the 2017 budget, less than 0.5%).
- making arrangements for the 2018 contract (signature of the specific agreement by EEA and RIVM, contractual arrangements between RIVM and the ETC/ACM partners)
- kick off meetings for 2018 tasks (ETC/ACM never starts with a centralised kick-off meeting; bilateral meetings between ETC/ACM task leaders/teams and EEA project managers are arranged).

- **ETC/BD:**

- Expresses regrets on the absence of NSS programme representatives at the meeting
- Specific agreement signed on 15 January
- Preparing for support to reporting under the Nature Directives and on progress of 2020 Biodiversity Strategy
- ENI contract to support Eastern and Caucasian on Emerald related issues
- ETC manager was interviewed by COWI consultant on the nature case study
- Participated in the EEA and EIONET evaluation seminar on 5 December, together with ETC/ULS manager, as representatives of ETCs. Provided additional input after the meeting

- **ETC/ICM:**

- Specific Agreement 2018 signed end January
- The major freshwater product of 2017, the State of Europe's water report, is currently in country review
- The major marine products of 2017, which will be finalized in 2018 are marine thematic assessments on marine biodiversity, on pressures and impacts, on contaminants in Europe's seas, on eutrophication in Europe's seas and on sustainable use of Europe's seas.
- The ENI SEIS II East and South service contracts on indicators and data information systems are fully implemented with 6 workshops and 6 full-week trainings in the 6 Eastern countries.
- The marine Eionet workshop was held in November 2017.

AOB

JCM: SOER timing will be released today (6.2.2018), meetings to follow as well as capacity building. Reporting from 2019 to 2020 will be an issue.

EDI: Pre-financing to be requested as an *invoice* or a *request for pre-payment*? SBN: *Request for pre-financing* will be fine.

List of topics to be addressed in future meetings

- NRC review follow-up

- How to support ETC administrators in streamlining the reporting, particularly important for partners that are in several ETCs/consortia