CEDEFOP | European Centre for the Development of Vocational Training

EXECUTIVE DIRECTOR

CONCLUSIONS OF THE VIRTUAL EXECUTIVE BOARD MEETING 2 DECEMBER 2024

TEAMS MEETING

(1) WELCOME AND ADOPTION OF THE AGENDA

The Chairperson concluded that the draft agenda was adopted.

1 **Welcome and adoption of the agenda** (*decision*)

2 **Minutes of the Executive Board meeting of 2 October 2024** (*to be adopted at the meeting or by email*)

3 **Implementation of the Work Programme and budget 2024** *(information)*

4 **Strategic initiative 'Cedefop@50' - project plan** *(discussion)*

5 **Final Draft Single Programming Document 2025-27** *(discussion)*

6 **First Draft Single Programming Document 2026-28** *(discussion)*

7 **Administrative reporting**

(a) Highlights on communication *(information)*
(b) ICC activities *(information)*
(c) Transfers of commitment and payment appropriations in 2024 *(information)*
(d) Update on HR issues *(information)*

8 **Any Other Business**

(a) Impact of the new Policy documents on Cedefop's work *(information)*
(b) Dates of the Executive Board meetings in 2025 *(decision)*

(2) ADOPTION OF THE MINUTES OF THE EXECUTIVE BOARD MEETING OF 2 OCTOBER 2024 (*DECISION*)

The Chairperson concluded that the minutes of the Executive Board meeting of 2 October 2024 were adopted. The conclusions only would be published on Cedefop's website.

(3) IMPLEMENTATION OF THE WORK PROGRAMME AND BUDGET 2024 (*INFORMATION*)

The Chairperson congratulated Cedefop's Management and staff on the progress of the implementation of the work programme and on the 2024 budget execution and concluded that members took note of the information. An amending budget decision would be adopted by the Management Board by written procedure.

(4) STRATEGIC INITIATIVE 'CEDEFOP@50' – PROJECT PLAN *(DISCUSSION)*

The Chairperson concluded that the Staff Committee and the staff of Cedefop should be consulted the soonest possible. The Executive Board would discuss the first reflections on alternative ways to finance ReferNet at its next meeting in March 2025. Members should receive concrete examples and more information on the stakeholder engagement and branding, particularly which stakeholders would define Cedefop's research. The strategic initiative and its single streams, including alternative funding by Member States or EEA countries, should be discussed further at the Executive Board meeting in March. The stakeholder engagement, the branding and the financing toolbox were within the remit of the Executive Board and Management Board and should be discussed with them. The 'sounding board' would refer to Executive Board members who would act as adviser for the process.

(5) FINAL DRAFT SINGLE PROGRAMMING DOCUMENT 2025-27 *(DISCUSSION)*

The Chairperson concluded that the Single Programming Document 2025-27, as adapted according to the budgetary adjustments related to the 2024 salary indexation factor and the correction coefficient for Greece, would be submitted to the Management Board for adoption by fast-track written procedure, to be concluded before the Christmas break.

(6) FIRST DRAFT SINGLE PROGRAMMING DOCUMENT 2026-28 *(DISCUSSION)*

The Chairperson concluded that the first draft SPD 2026-28 would be revised according to the comments received and completed with information and data once the financial parameters had been agreed. It would then be sent to the Management Board Members in January 2025 for endorsement by written procedure by 27 January 2025 at the latest. After endorsement by the Management Board, in accordance with Article 6.2 of Regulation (EU) 2019/128 establishing Cedefop and Article 32.1 of Cedefop's Financial Regulation, the first draft SPD 2026-28 should be submitted to the European Commission, the European Parliament and the Council by 31 January 2025 at the latest. A possible extension of the Executive Board meeting in July might be required, depending on the decisions to be made.

(7) ADMINISTRATIVE REPORTING

(a) Highlights on communication *(information)*

The Chairperson concluded that members took note of the information.

(b) ICC Activities *(information)*

The Chairperson concluded that members took note of the information.

(c) Transfers of commitment and payment appropriations in 2024 *(information)*

The Chairperson concluded that members took note of the information.

(d) Update on HR issues *(information)*

The Chairperson concluded that members took note of the information.

(8) ANY OTHER BUSINESS

(a) Impact of the new policy documents on Cedefop's work *(information)*

The Chairperson thanked Cedefop's management and staff for the document and concluded that members took note of the information.

(b) Dates of the Executive Board meetings in 2025 *(decision)*

The Chairperson concluded that there was no consensus on the reduction of the number of Executive Board meetings to three per year. Based on the cost estimate, it was clear that the summer meeting should be organised in Thessaloniki. As there was no consensus, the proposal of the Commission would be discussed at the next Management Board in October 2025 and would concern the meetings of 2026.