

2016 Discharge

The European Committee of the Regions answers to the 2016 Discharge Questionnaire

Hearing: 4 December 2017

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- 1. Which measures have been taken to improve visibility of the Committee with EU citizens? Does the Committee work in this regard with indicators? How does it measure its performance in this regard and what were the results in 2016?**

CoR answer to question 1:

The visibility and impact of the European Committee of the Regions (CoR) is rooted in its mission which consists first and foremost of its involvement in the EU decision-making process and policy-orientation debates, as a consultative body, thus ensuring that the concerns and interests of local and regional authorities are effectively taken on board in all stages from the framing of the EU laws and policies to the implementation. Two main instruments contribute to this objective: the adoption of the CoR Opinions and the structured co-operation with the other EU institutions and with associations of local and regional authorities. The CoR's activities and actions, as well as the annual work programme of its commissions, are defined on the basis of the overall political strategy of the CoR, set out in the resolution on the political priorities.

The improvement of the CoR's visibility towards EU citizens is part of its Communication Strategy for 2015-2020 and its subsequent annual plans, which employ a campaign-driven approach highlighting the need to "reconnect Europe with its citizens through focused, two-way communication between the local and regional level and the EU institutions". Given the limited means of such an approach can only be put in practice through enhanced cooperation with the European Commission, the European Parliament and the Council. CoR members play a key role in "communicating Europe" through their local political activities and by connecting to activities of other local EU institutions such as the Representations of the European Commission, the European Parliament's Information Offices, the Europe Direct Information Centres (EDICs) and others. Finally, local and regional authorities and their regional offices in Brussels as well as networking activities such as the inter-institutional European Conference on Public Communication (EuroPCom) help shaping the local reach-out and community-building on EU communication.

Outreach, outcomes and impact of CoR communication are monitored by a system of monthly and annual reports on the Communication Plans, and the baseline, mid-term and final evaluation of the 2015-2020 Communication Strategy, which focus on the impact and

cost-efficiency of the communication tools and channels. The monitoring system is based on indicators such as media mentions, website visits, social media engagement and surveys among stakeholders and examines the following aspects:

- **Press and media relations:** Media reports are drawn up on a monthly basis and following plenary sessions and key events, and present achievements in terms of media mentions and outreach, including through audio-visual media. These reports will also include qualitative analyses by theme and country.
- **Events:** The results and impact of key CoR events are documented through evaluations and proceedings. Beyond participant satisfaction surveys, the former will include information about the impact of CoR events, e.g. with regard to follow-up activities conducted by local administrations.
- **Publications and online and social media:** Reports are drawn up on a monthly basis or following plenary sessions and key events, and present achievements in terms of web and social media outreach. In addition, tools are employed to better track the use of CoR publications and online sources. On given occasions, dedicated evaluations will be carried out to improve the usefulness of the CoR's paper and web publications.

Following up on the mid-term evaluation of 2017, it is planned to develop more in-depth monthly reports based on indicators that provide qualitative assessments of the different tools and channels.

2. Would a higher frequency of plenary meetings improve the impact and visibility of the work of the Committee of Regions? What objections would there be to such an increase of meetings?

CoR answer to question 2:

An increase of meetings should normally offer to our Member more time to debate on major political issues of interest for the Local and Regional Authorities. However, it is not guaranteed that being elected local and regional politicians they would be able to leave their constituencies to come more often to Brussels due to charged agendas. Moreover, this proposal could also generate an additional need for appropriations. . It could also challenge the managing of the annual calendar, due to the tight constraints linked to the EP calendar and the EESC calendar for the booking of the plenary room (EP main Chamber, JAN building, EC Charlemagne building).

- 3. What progress has been achieved with regard to improving the communication of the work of the CoR to the citizens?**
- 4. What are the goals that the Committee of Regions has and wants to achieve by organising citizen dialogues? How many dialogues were organised in 2016 and in which countries?**

CoR answer to question 3 and 4:

The objective of the CoR's citizens' dialogues is twofold:

- to provide a platform for citizens' and regional and local partners' engagement in the EU policy-setting process and to;
- support, through an inclusive and strategic approach, the political work of the CoR, as reflected in priority no 5 of the CoR's current mandate: "A Europe of citizens is the Europe of the future."

To this end, the CoR launched the **Reflecting on Europe** campaign with the aim to give citizens voice in the ongoing debate on the future of Europe. This political initiative became even more important with the invitation by the President of the European Council Donald Tusk to the CoR President in November 2016, to issue an opinion on the subject, which will be adopted in 2018. More precisely, the goal is to go local, listen to and collect citizens' and regional and local stakeholders' opinions and proposals on how the EU should evolve in the next decade. It is designed as a member-centric initiative, which will result in increased support to local activities in the EU Member States such as the citizens' dialogues. In this context, the CoR intends to further step up existing cooperation with the EU institutions and create a better coordinated, open and participatory communication approach to reconnect with the citizens in the EU.

The two key communication activities of the **Reflecting on Europe** are citizens' dialogues and an online survey, which was successfully rolled-out in the first half of 2017. In addition to this, a comprehensive set of tools has been developed to support the local events.

The CoR co-organised **26 citizens' dialogues in 2016** in 14 EU Member States, namely, AT, BG, CZ, EE, EL, ES, FI, FR, HR, HU, IE, IT, NL and PL. This initiative has now developed into a fully-fledged campaign with **90 local events/citizens' debates held between March 2016 and October 2017**, in partnership with CoR members and local and regional partners in 19 EU countries involving about 120 CoR members and over 8,500 citizens. The CoR has already collected feedback from more than 9,000 citizens via its online survey which is also available as "**Have your say on Europe**" app. Overall, this campaign will generate over 140 local events/citizens' debates across Europe reaching out to around 20 000 citizens and involving more than 150 CoR members.

5. What is the purpose and impact of online courses for regional and local authorities? How do you explain the significant decrease of participants enrolled in the CoR these online courses as pointed out in the annual activity report 2016?

CoR answer to question 5:

The successful Open Online Courses (MOOCs) developed by the CoR in 2015 and 2016 mostly targeted staff of local and regional authorities and other stakeholders interested in EU, regional and local affairs. In a nutshell, these courses contribute to capacity-building of regional and local authorities with regard to EU affairs, helping them to navigate their way through the EU's complex legal and institutional set-up, and multifaceted decision-making process. Topics covered included the role of regions in EU affairs, the functioning of the EU budget, European Structural and Investment Funds, and EU investment opportunities at

local and regional level. They are provided through various tools, including videos with experts, live debates, factsheets, infographics and quizzes. Moreover, the technologies used enable participants to network with colleagues in different regions and countries, exchange best practices and learn from their peers. The result in terms of outreach of the 2016 was as follows:

- 5,250 participants from 105 countries registered;
- 35% of them said that they worked for a local/regional authority, 22% for the private sector, while others came from the educational and academic sectors;
- almost 5,200 viewers followed web-streamed live debates;
- 13% of the participants asked for a statement of participation, which required that 80% of the course content was followed;
- in the ex-post survey, 90% said they found the course either 'very interesting' or 'somewhat interesting' and 82% found that the course fulfilled their expectations.

The change in the number of participants compared to 2015 can be explained by two main factors:

- focusing on the EU budget, the second MOOC was more specific and somehow technical than the first one and hence may have attracted a more specialized audience;
- the online platform selected to host the second MOOC was the official platform for French universities and appeared to be less active in attracting participants than the first one.

It can be deduced that a smaller group of participants have been targeted, but who were probably more interested in a very specific topic. To address these points for the third MOOC to start in early 2018, it is foreseen to return to the initial online platform and have chosen again a more broad coverage of topics and to offer the course in three languages (English, French and German).

6. What type of media activities covered the Committee's opinions (page 35 of the Annual Activity Report)? Please specify, as far as possible, while indicating the outreach of the media concerned.

CoR answer to question 6:

All CoR opinions adopted in 2016 were covered by media activities. The output resulted in **180 press releases** and **43 short web articles** ("highlights"), which were distributed to the media Brussels and relevant countries in different language versions.

On the occasion of CoR plenary sessions and other major events, ad-hoc **press conferences** were organised, which usually include the CoR President, the CoR rapporteur and other speakers such as MEPs, European Commissioners, national Ministers or Presidents,

whenever possible. Especially in such cases, an integrated approach with the European Parliament, the European Commission, the rotating Presidencies and the Council of the EU was pursued in order to strengthen the impact of joint communication initiatives on EU activities.

Media programmes and press trips targeting 182 journalists were organised during the year for all CoR plenary sessions, including one for German journalists on the topic of cohesion policy and migration, as well as for events such as the CoR Summit of Regions and Cities in Bratislava, the European Week of Regions and Cities in Brussels, the UNFFFC conference/COP22 in Marrakech, and meetings of the CoR Bureau and the Commission outside Brussels. Often organised jointly with the EU institutions, the media programmes are featuring MEPs and other EU representatives.

The outreach towards regional media could be enhanced through structured **media partnerships with national news agencies** in France, Italy, Poland and Spain, which were complemented by ad-hoc partnerships with EU-wide media outlets such as like EurActiv and POLITICO, associations of media such CIRCOM, or public broadcasters such as RAI. In addition, regular exchanges were established with the most relevant specialised journalists either in Brussels and other places. These partnerships had a significant impact on the outreach of CoR opinions and messages:

- In **Italy**, ANSA published more than 130 articles mentioning the CoR, as part of reports distributed via subscriber-only feeds for national and regional channels. In addition to this, around 15 video interviews with CoR members were released on the website. This massive quality coverage triggered a strong multiplier effect (ANSA is the main source not only for national, but, thanks to regionalised feeds, for regional and local media) with ANSA reports duplicated on news and institutional websites and used as a basis for TV and press coverage; at the same time, it is a key tool for Italian members' engagement with social media (members can comment and inform on their work in the CoR by linking to an ANSA article explaining the main content of opinions and debates). On the occasion of the CoR key events in Amsterdam, Bratislava, and Brussels, preparatory meetings and briefings helped to identify the most interesting angles of the CoR work on issues such as migration, cohesion policy implementation and climate change as well as the Alpine and the Adriatic-Ionian macro-regions).
- In **Poland**, the media partnership with PAP offered an opportunity to raise awareness and increase visibility of the CoR's position on the implementation of the new cohesion policy instruments and the role that regions and cities intend to play in supporting new investments for growth and jobs in the country. PAP produced a large number of impactful articles, which were republished by the biggest Polish public and private media. In addition to the CoR key events and plenary sessions, this included the CIVEX meeting in Oviedo in September, President Markkula's participation in the Bioeconomy Summit in Łódź on 6 October and the signature of an action plan between the CoR and the UNISDR.

- In **Spain** the media partnership with EFE contributed to the success of Spain as the country with the widest media coverage of CoR activities. Besides plenary sessions, other examples include President Markkula's visit to Bilbao and the ARLEM meeting in Murcia in April and May 2016 respectively, and the CoR local event in Gijón held back-to-back with the CIVEX meeting in Oviedo in September. The partnership with EFE also led to a special coverage of the COP22 in Marrakesh, where one third of total Spanish coverage was due to EFE.

Overall, these relations allowed maximising the outreach of the press activities, as shown by the average of 900 articles per month mentioning the CoR and numerous references to the cooperation with MEPs in the relevant countries. Approximately 50 CoR members are directly mentioned in media each month.

The CoR **audio-visual service** offered continued support to TV journalists to cover CoR opinions, to build and report on stories in relation to these opinions and to interview CoR members. Audio-visual productions for media in 2016 included about **75 interviews with CoR members recorded for TVs** like RTVE, RAI National, RAI Veneto, RAI TGR Valle D'AOSTA, Brindisi Cronaca, Avui TV, NewsPress, TVP, TV Zona South Serbia, RTP Asturias, TV7 Bordeaux, Irish TV, Castilla y Leon Television, Oltenia News, France 3, BNT, Oltenia News, PAP... The output also included organisation and recordings of more than ten TV debates for TVR, TV7 Bordeaux, RTVS, TVP, PAP, RAI and Oltenia News... Many high quality images were provided to broadcasters on demand (VRT, Croatian TV, ITV Wales, Irish TV, Télé Bruxelles, RTVE, RTBF, RAI radio, TVR...). Journalists were also offered **photos** to download on specific web galleries for each plenary and major event in the CoR.

- 7. How are the targets set for the results in the context of the inter-institutional relations of the Committee? Although all targets set for 2016 were met, some targets seem rather modest, such as the number of the Committee's rapporteurs participating in Parliament committee meetings (5). Could the Committee provide a long-term planning for these targets?**

CoR answer to question 7:

A key element of the **Cooperation Agreement signed in February 2014 between the European Committee of the Regions and the European Parliament**¹ is the close co-operation between the CoR and EP to strengthen the democratic legitimacy of the European decision-making process. In that agreement it is stated that the *"Committee of the Regions Rapporteurs will be invited to present substantial opinions in hearings of the relevant parliamentary committees. Reciprocally, parliamentary rapporteurs will be invited to participate in the competent bodies of the Committee of the Regions."*

¹ http://cor.europa.eu/en/about/interinstitutional/Documents/ep-cor_a245.pdf

I. Participation

Based on this Cooperation Agreement, the CoR has a clear objective to encourage the participation of CoR rapporteurs in EP committee meetings and hearings as one of the ways to increase the impact and influence of the CoR on EU legislation. This work also takes place through regular bilateral meetings between CoR rapporteurs and EP rapporteurs on specific files as well as through the participation of MEPs in CoR commission meetings and CoR Plenary sessions (it should be noted that these activities, and the participation of CoR members in EP hearings, are not represented in the AAR).

The following elements are to be taken in account:

- MEPs are systematically invited to the CoR Plenary Sessions and to CoR commission meetings, with priority given to legislative files and CoR priority files.
- CoR rapporteurs systematically meet bilaterally with the relevant EP rapporteurs on every dossier of common interest. In this context, it is important to note that, while the CoR adopted 50 opinions in 2016, 24 of them were on priority files and 13 of them were on legislative proposals.
- In terms of the number of attendances, 26 MEPs were present in CoR commission meetings that year and 43 bilateral meetings were organised between CoR and EP rapporteurs. 11 CoR rapporteurs were invited to attend EP committee meetings in the same year, and the CoR would certainly appreciate an increase in such invitations to our rapporteurs coming from the EP Committees.
- Consequently, as shown in the activity report, the number of MEPs attending CoR commission meetings is nearly 3 times higher than the number of CoR members attending EP committee meetings. Regarding the latter, it is difficult to be sure of future achievements, and therefore the setting of targets must be done prudently, especially as the CoR is not in a position to determine the outcome. Nevertheless, the CoR clearly has an interest and an ambition to increase these interactions.

II. Long-term target setting

Planning for the CoR's inter-institutional relations takes into account the priorities for the 5 years term of office which were adopted in a resolution in June 2015, and is defined on an annual basis based on (i) an assessment of the annual legislative work programme, which is only known on a yearly basis, (ii) the thematic planning of the CoR commissions and (iii) initial signals from the relevant EP Committees who are interested in actively involving CoR rapporteurs in their work.

With regard to the **long-term planning of targets**, from the CoR's perspective the following elements are taken in account and related actions are undertaken:

- Early identification of legislative files and policy fields, on the basis of the annual legislative work programme of the EU, where an intensified co-operation with the EP could be envisaged;
- Informal exchanges between the secretariats of the CoR commissions and EP Committees to identify the potential scope of such intensified co-operation;
- A structured exchange between the EP CCC Chair and the CoR President about key thematic areas and priority files of mutual interest for a close co-operation;
- Bilateral contacts between the CoR commission Chairs and EP Committee chairs in order to deepen these thematic discussions;
- A quantification of co-operation targets on the basis of the results of these discussions.

8. How can the budgetary and managerial separation between administration of the Committee and political groups be improved?

CoR answer to question 8:

There is already a budgetary and managerial separation between the administration and Political Groups. The President, representing the CoR in accordance with Rule 39 and 75 of the Committee's Rules of procedure, performs the duties of authorising officer in the meaning of Article 65 (1) of the Financial Regulation. However, the President's power of budget implementation has been delegated in accordance with Article 65(3) of the Financial Regulation to the Secretary-General who is then authorising officer by delegation (AOD). The AoD then sub delegates tasks to authorising officer by sub delegation (AOSD). The Political Groups are not AOSD.

As an example on how the administration and the Political Groups cooperate when it comes to communication for the Political Groups the following process is established: The Political Groups submit their indicative communication plans to the Secretary-General for information. The calculation of the distribution to the groups of BL 264 funds according to the provisions of the internal Regulation 29/2015 is sent to CoR's Committee for Administrative and Budget Affairs and the Bureau. When the breakdown of the budget has been approved by the Bureau, the groups are informed and invited to submit their detailed project plans, which are reviewed by the AOSD (=Director for Communication) and sent for authorisation to the Secretary-General (AOD). Following authorisation, the Communication Directorate ensures the budgetary follow up of BL 264 in the context of the authorised projects. The relevant financial files are handled by the budget/finance team of the Communication Directorate. During the year, the Political Groups may update their planning, in which case the circuit of authorisation is followed again analysis by the AOSD and authorisation by the SG (AOD).

For further information about communication and political groups, please see the CoR's answer to question 39 below.

9. What progress in the cooperation between the Committee of Regions and the European Economic and Social Committee? What progress has been achieved more specifically with regards to the administrative bilateral cooperation agreement signed in 2015?

CoR answer to question 9:

The long-standing administrative cooperation between the CoR and the EESC continued in 2016, most notably through the pooling of resources in the Joint Services (Directorate for Logistics and Directorate for Translation), through joint financing of infrastructure such as buildings, IT and security and day-to-day cooperation such as mutual provision of conference rooms.

The administrative cooperation agreement signed in 2015 entered into force on 1 January 2016. Key projects for its implementation in 2016 were the preparation of the security related refurbishment of the JDE entrance hall, several measures related to resource-efficient multilingualism incl. increased outsourcing of translation, and reinforced multi-annual planning in the domains managed by the Joint Services.

10. What progress has there been in the cooperation between the Committee of Regions and the European Parliament? What progress has been achieved more specifically with regard to the Cooperation Agreement signed in 2014?

CoR answer to question 10:

Based on the cooperation agreement signed between the Parliament and the European Committee of the Regions a reinforced cooperation between the EP Committees and the CoR Commissions has been further developed. The overall framing of these new working relations, which was initiated at the level of CoR President Markkula and Conference of Committees Chair Buzek, has been pursued in bilateral contacts between Committee and Commission chairs and has been concretized between the rapporteurs of the two institutions. In March 2017 the new Conference of Committees Chair Mrs Wikström held an exchange of views with the CoR Bureau members. This exchange of views was followed by an update of joint priorities for 2017/2018. Throughout the year several joint meetings between CoR commissions and EP Committees have taken place (COTER-REGI, COTER TRAN). In October 2017 the newly elected CoR President Lambertz met President Tajani to discuss the implementation of the agreement. A meeting between President Lambertz, Mrs Wikström and other EP Committee Chairs is scheduled for January 2018 in order to fix joint priorities.

These multiple political contacts have been prepared and given follow-up at administrative level by a more intense cooperation between EP DGIPOL and the CoR's legislative directorates. In the same vein the cooperation with EPRS has increased and regular contacts at work level have been established.

Moreover, a strong cooperation in the field of communication and information activities, incl. in view of the European elections in 2019 has been established.

The cooperation on the administrative aspects of the agreement has equally advanced and the agreement will continue to be the basis for reinforcing synergies between the CoR and EP secretariat.

11. Which local events did the 77 members of the Committee participate in, as mentioned on page 34 of the Annual Activity Report?

CoR answer to question 11:

A listing of the events in 2016 including the topics and the cities in which they were held in and the names of the 77 CoR members involved follows by Annex 1.

12. How many former MEPs, Commissioners or high officials (from AD 14) still receive money from the budget of your institution as advisors, contract agents or others? What are their tasks and their respective salaries?

CoR answer to question 12:

There is no former MEP or Commissioner working at the CoR.

In line with the provisions of article 5 of Annexe IX to the Staff Regulations concerning the Disciplinary Board, the CoR appointed two former senior Commission staff members as President and alternate President of the CoR Disciplinary Board. As this mandate only very rarely requires concrete missions to be ensured, these colleagues have not been recruited by CoR as special advisors, contract agent or on any other permanent basis. Instead, whenever they are called to ensure a mission in the framework of this mandate, they are reimbursed for their expenses under the provisions applicable for the refund of transport expenses and the payment of flat-rate travel and meeting allowances for rapporteurs' experts and speakers who participate in the activities of the CoR. This body has not met in 2016.

In addition, the CoR has a former senior official as special adviser supporting the CoR member driven Audit Committee in 2016 as an external expert. The salary amounted to 1/22 part of the monthly salary for grade AD16/01 per day working less taxation in the highest tax bracket 45%. The Budget Authority has been notified about this contract in accordance with the Article 123 of title 6 of the Staff Regulations of Officials and the conditions of Employment of Other Servants of the European Economic Community and the European Atomic Energy Community.

13. What was the amount dedicated by the Institution to travel in 2016 for Members?

CoR answer to question 13:

8,245,066€ were dedicated by the Institution to Members who travel from their home countries to participate in meetings to fulfil the CoR's role by providing their expertise and knowledge from local and regional authorities across Europe.

14. Has the Committee adopted measures to reduce mission costs? Please identify them.

CoR answer to question 14:

The CoR Mission Guide requires that the authorising officer by sub delegation (AOSD) approves the costs involved, confirming that the mission programme will best achieve the objectives in terms of cost efficiency, taking account, among other things, of the means of transport to be used, the travel time and the terms of fares. This check by the AOSD ex ante stimulates a rational use of resources. As a practical measure staff is advised to use, where available, low cost airlines. In case transport tickets can be purchased more economically by the staff directly instead of going through the travel agency contracted by the CoR, this is strongly encouraged. Travellers are encouraged to plan their itinerary in such a way as to reduce the cost of the total trip.

15. What were the three most important actions taken by the institution in favour of equality? What were the three most important actions taken by the institution in favour of disabled people?

CoR answer to question 15:

In latter part of 2016 the CoR has adopted a new, 5-year Equal Opportunities (EO) strategy 2017-2021 including the introduction of new features meant to ensure that the strategy generates tangible, concrete actions and results: the elaboration of annual action plans and the appointment of an EO Officer so as to coordinate and monitor the implementation of the EU strategy. Besides the new strategy itself, the three most important actions are;

1. The efforts undertaken in respect of gender equality, in particular in respect of gender equality within the CoR management team are as follows:

- organisation of a conference in March 2016 on "Women in leadership" and participation in interinstitutional conferences on that topic;
- the start of an informal network for (current and future) female managers, with as mission *i.a.* to help identify potential talent among the female CoR workforce and to set up a mentoring scheme for women administrators interested in becoming Head of Unit and for female Heads of Unit aspiring senior management functions.
- promotion of internal training actions and training courses organised by the European School for Administration (EuSA) for candidate managers, in particular women.

2. Further improvement of the conditions for an adequate balance between working life and private life of staff members has taken place. More in particular through a revision of the decisions in place in respect of flexitime and on telework, further consolidating the instruments for flexible work arrangements and introducing more flexibility both in terms of structural teleworking and occasional teleworking.

3. With regard to people with a disability, the new EO strategy includes a separate section dedicated to disability and which aims at identifying and demolishing the barriers that

prevent people with disabilities from fully participating in professional life. In 2016 the focus has largely been on the search for individual reasonable accommodation wherever appropriate, combining not only structural measures (such as infrastructural, ergonomic and/or IT adaptations of the workplace) but also financial assistance and/or specific measures in terms of flexible working conditions.

Staff

16. What was the amount of the highest pensions for officials of your institution paid in 2015? What was the average pension paid in 2016 for officials of your institution? What is the average pension paid for officials of your institution who retired in 2016?

CoR answer to question 16:

EU pension rights are acquired by staff in proportion to the service rendered throughout their whole career across all EU institutions and bodies. As the EU Pension scheme is unique and there are no specific pensions associated with individual EU institutions or bodies, the Commission will provide consolidated figures for all Institutions, including the CoR.

17. What were the costs in 2016 respectively for away days, closed conferences or similar events for staff? How many staff members participated in the respective events? Where exactly did these events take place?

CoR answer to question 17:

Type of event	Number of events	Number of participants	Total cost (all events)	Average cost per participant
Away days	15	285	11,310.00€	39.68€
Management Seminars	2	85	8,015.14€	94.30€

These events took place mostly in Belgium (7 in Brussels and 9 in other Belgian cities) and 1 in Den Haag (the Netherlands).

18. How many officials in which functions and grades were retired in 2016 in the interest of service according to Article 50 of the staff regulations?

CoR answer to question 18:

No CoR officials were retired in 2016 in the interest of the service pursuant to article 50 of the Staff Regulations.

19. How many working days were granted as vacation days in 2016 for years of service in your institution? How many persons were concerned?

CoR answer to question 19:

Pursuant to article 2.1 of the CoR decision on leave in force in 2016 (n° 18/2014), "*the Appointing Authority shall award a 5 working days' leave to officials completing 20, 25, 30, 35, 40 or 45 years in the European public service. This leave shall be granted for the calendar year during which the number of years in question is reached. These 5 days for years of service should be taken as a single uninterrupted period*".

On this basis, 19 staff members were granted these 5 days of years of service in 2015, which represents a total of 95 working days.

20. We would appreciate a comprehensive overview of staff on sick leave in 2016 broken down by the number of staff members that were on sick leaves and by how many days they were on sick leave? How many days lasted the three longest cases of sick leave? How many days of sick leave concerned Mondays and Fridays in 2016?

CoR answer to question 20:

Sick leave is measured in calendar days. When staff is sick on weekends and holidays, this is included in the total.

In 2016, 453 staff members took at least half a day of sick leave. With a reference population of 525 staff members:

- ✓ 72 staff members (13.7% of the total) took no sick leave during 2016;
- ✓ 245 staff members (46.7% of the total) took between 0.5 and 7 days of sick leave;
- ✓ 320 staff members (60.9% of the total) took between 0.5 and 14 days of sick leave.

It follows that more than 60% of the reference population took between 0 and 7 sick leave days in 2016, i. e. less than a week including a weekend.

Moreover, 74.7% of staff took between 0 and 14 sick leave days in 2016. This means that an overwhelming majority, i.e. nearly three quarters of staff, have been sick less than two weeks (including weekends) in 2016.

The three longest cases of sick leave respectively lasted 366, 308 and 274.5 days. The first case (366 days) corresponded to a serious illness; the concerned staff member was ultimately admitted to the benefit of the invalidity allowance then passed away.

The second case (308 days) corresponded to a long-term illness with no perspective of reintegration to work; the concerned staff member was admitted to the benefit of the invalidity allowance.

The third person (274.5 days) was successfully re-integrated in the CoR following a personalised return-to-work approach.

Please find below the requested comprehensive overview of staff on sick leave in 2016, broken down by the number of staff member that were of sick leave and by how many days they were on sick leave.

Number of days on sick leave in 2016	Number of staff members	Total Days
0.5	10	5
1	43	43
1.50	6	9
2	36	72
2.50	2	5
3	28	84
3.50	6	23
4	27	108
4.50	8	36
5	27	135
5.50	10	55
6	24	144
6.50	5	32.5
7	13	91
7.50	1	7.50
8	10	80
8.50	2	17
9	7	63
9.50	3	28.50

10	11	110
10.50	5	52.50
11	8	88
11.50	3	34.50
12	3	36
12.50	3	37.50
13	10	130
13.50	1	13.50
14	8	112
14.50	3	43.50
15	7	105
15.50	1	15.50
16	5	80
16.50	5	82.50
17	2	34
17.50	2	35
18	6	108
19	5	95
19.50	3	58.50
20	1	20
21	2	42
21.50	2	43
22	2	44
22.50	3	67.50

23	3	69
23.50	2	47
24	2	48
25	1	25
26	3	78
26.50	1	26.50
27	1	27
28	3	84
28.50	2	57
29.50	1	29.50
30	2	60
31	4	124
32	1	32
32.50	1	32.50
33	1	33
34	2	68
36	2	72
36.50	1	36.50
38	2	76
38.50	1	38.50
40	1	40
40.50	1	40.50
42	1	42
43	2	86

45	2	90
46	1	46
49	2	98
50	1	50
53	2	106
54	2	108
55	1	55
62	1	62
63	1	63
67	1	67
68	1	68
68.50	1	68.50
70	2	140
80.50	1	80.50
81	1	81
82	1	82
87	1	87
91	1	91
109.50	1	109.50
117.50	1	117.50
118.50	1	118.50
122.50	1	122.50
131.50	1	131.50
132	1	132

145.50	1	145.50
168.50	1	168.50
222	1	222
223	1	223
239	1	239
244	1	244
253	1	253
263	1	263
269	1	269
274	1	274
274.50	1	274.50
308	1	308
366	1	366
TOTAL	453	9250

Please find below how many days of sick leave concerned Mondays only and Fridays only, in 2016:

Weekday	Number of sick leave in 2016
Monday only	249.50
Friday only	211.50
Total	461

In order to further the fight against absenteeism at the Committee, throughout 2016 the CoR has consolidated a comprehensive policy on well-being, health and absence management.

On the one hand, a holistic health and well-being policy has been further developed based on primary prevention so as to reduce psycho-social risks and burn-out.

This comprehensive policy includes first of all the pursuit of a holistic preventive health policy based on primary prevention, optimizing action towards as many factors as possible that determine the health of an individual (including in the private sphere), so as to reduce psycho-social risks and burn-out in particular.

Furthermore, absence management has been strengthened, with a much tighter personal follow-up of each person either on long-term sick leave (more than 3 weeks) or on repetitive short-term sick leave. The concerned staff members are systematically invited to meet the Medical Officer and/or the Social Worker in order to detect possible wider health or well-being problems and to offer individualised follow-up and/or coaching. Wherever possible, a personalised return-to work approach is put into place with all stakeholders involved (including the colleagues' superior). In the same context, also the CoR decision on sick leave has been updated in order to underpin this new, more flexible and gradual approach to return-to-work.

Finally, it may be stressed that promotion of well-being and a healthy working environment figure among the development areas listed in the action plan adopted as a follow-up to the results of the CoR Staff Satisfaction Survey conducted in 2016. Among other actions, info sessions related to well-being were organised and a management session on dealing with absences and return-to work took place with CoR management.

21. What was the cost for the expatriation allowance in 2016? How many persons received such an expatriation allowance?

CoR answer to question 21:

The expatriation allowances paid in 2016 amounts to 4,943,592€ and 415 persons received such allowances.

22. Why were only 35% of the commitments on Social Welfare used in 2016? What measures have been taken to promote the Committee's staff welfare? What were the figures relating to sick leave of staff?

CoR answer to question 22:

The type of assistance covered by budget line 1630 (Social Welfare) is aimed at extraordinary measures adopted towards individual staff members facing a particularly difficult situation as a result of serious or protracted illness or by reason of a disability or family circumstances as foreseen under the provisions of article 76 of the Staff Regulations.

As these types of exceptional situations are almost impossible to predict, and considering that they may suddenly arise until the very end of the year, it is particularly difficult to estimate the necessary budget and to monitor expenses in a proactive manner. In fact, a

single child with a heavy impairment could give rise to a financial intervention which exceeds by far the originally budgeted amount. As concerns the measures taken to promote staff members' well-being in general, it may be noted that in the course of 2016, the CoR organised a Staff Satisfaction Survey which included several questions in relation to well-being, welfare, health prevention and absenteeism. On the basis of the answers received, a follow-up action was elaborated and will be implemented in the course of 2017-2018.

In the field of health prevention and welfare, the CoR now resolutely concentrates on primary prevention so as to reduce psycho-social risks and burn-out. That is to say: a personalised approach optimizing action towards as much factors as possible that determine the health and well-being of the individual staff member (including in the private sphere), going well beyond a more traditional policy of secondary and tertiary prevention (detecting and remedy pathologies in a timely manner). This implies, *i.a.*:

- a broad risk analysis: blood analysis, stress survey (and possible 'First beat' stress measuring during a few days), eye screening (Visiotest), Body Composition measurement, etc. – notably in the context of the annual medical check-up;
- a holistic, multi-disciplinary approach in order to inform, follow-up, assist the person and make him/her responsible to develop a healthy lifestyle: possible action on psycho-social aspects, ergonomics, nutrition, epigenetics (external influences that induce changes in the genes; e.g. influence of lifestyle on cancer), etc.;
- a personalised advice and follow-up: the person is actively invited for follow-up interviews with the CoR medical service.

To that effect, the para-medical skills of the medical service team members have been broadened via training. Examples:

- the social worker has been certified consultant in neuro-cognitivism (VIP2A test and coaching), to help people to better coop with stress and relations on the work floor (important tool in prevention of burn-out and handling psycho-social risks);
- the nurse has been trained in nutritional and neuro-nutritional medicine in order to provide sound advice and mentoring on healthy lifestyle.

Furthermore, the socio-medical team also organises a series of collective information sessions and prevention campaigns, either open events aimed at and relevant for all staff or targeted actions for specific populations (as identified through the process described above). Some of those events were organised in the context of the 2016 European Week of Safety and Health at Work.

As far as the figures relating to sick leave of staff are concerned, please refer to the CoR's answer to question 20.

23. What was the amount dedicated by the Institution to travel in 2016 for staff?

CoR answer to question 23:

The total consumed budget for work related travel by staff members in 2016 was 424,517€, of which 165,295 € was paid for means of transport.

24. What was the amount dedicated by the Institution to training for staff inside and outside the EU?

CoR answer to question 24:

The total expenditure made directly for general and IT training purposes in 2016 inside the EU amounts to 319,000€. No trainings were held outside the EU

The amount does not include indirect training related expenses (such as overhead costs for the use of the European Commission's EU Learn training management system), nor language training related expenditure (which is subject of question 30).

25. What is the average overtime of the Institution's staff in 2016? And in 2013?

CoR answer to question 25:

The table below shows the average overtime hours performed by CoR staff in 2013 and 2016, respectively.

	2013	2016
Number of overtime hours	1660	1605
Number of staff entitled to overtime compensation or payment (out of a total of 538 staff 2013 and 525 staff in 2016)	162	137
Average hours per entitled staff member	10	12
Average hours for all CoR staff	3	3

26. Were there any special leaves requested by members of staff in 2016 because of overworking? If so, how many were there?

CoR answer to question 26:

Special leave for exceptional work going beyond an official's normal obligations is foreseen at article 6 of Annex V to the Staff Regulations. Internal guidelines determine the use of this special leave at the Committee of the Regions.

In particular, special leave may be granted:

- ✓ in the context of work done on a Saturday, a Sunday or a day of closure of the institution (a half day of special leave may be granted for all combined services totalling eight hours over a period of two calendar months);
- ✓ in the context of the end-of-year permanence (one and a half day granted for each whole day worked).

In 2016, 14 days special leave for exceptional work were granted in total, to 7 staff members.

27. How many promotions to managerial posts have there been in 2016? Has the situation of gender balance in senior and middle management posts improved compared to 2015? What measures have been taken to tackle the issue?

CoR answer to question 27:

In 2016, five officials were appointed in managerial positions – one of them being a woman and four men. One official (man) was appointed as a senior manager (type of post: director). All other officials were appointed to middle management positions (type of post: head of unit). The overall proportion of female managers (middle and senior management) has hence proportionally decreased from 37% in 2015 to 33% in 2016, even though the absolute number of women carrying out managerial duties remained unchanged. The recruitment procedures and practice at the CoR fully respect the provisions of article 27 of the Staff Regulations in order to secure for the institution the services of officials of the highest standard of ability, efficiency and integrity.

Since then, and especially in 2017 as a result of the adoption of the new 2017-2021 Equal Opportunities strategy for the CoR (see Question 15), a number of measures have been adopted so as to improve the gender balance record within the CoR management team.

Thus, for instance, the CoR put in place a functional managerial structure in order to recognize the level of responsibility carried out by certain staff members (in the capacity of deputy head of unit, head of sector or team leader) and enlarge their possibilities for professional growth and career development. The ratio men/women among the staff members appointed in such functional management positions is well balanced (50% men and 50% women), thus possibly opening perspective for future appointments of additional women in middle management positions.

In order to encourage more women to apply for managerial positions, the CoR is also exploring how the working conditions of managers can be modulated in order to ensure a better balance between professional and personal life (occasional telework, part time etc.) also for this staff category.

28. How many events related to teambuilding and internal/external activities for personnel were organized in 2016? What was the cost in detail?

CoR answer to question 28:

For an overview of the organisation-building events organised at CoR in 2016, please see the CoR's answer to question 17.

Services

29. How many call for tenders did you organised in 2016? Please indicate the value and the number of applicants for each tender.

CoR answer to question 29:

According to the articles 124.3 and 124.4 of the Implementing Rules of the Financial Regulation (Article 103.2 (FR)), the CoR has the obligation to publish annually a list of contractors, specifying the subject and the value of the contract awarded, for contracts with a value greater than € 15 000 and a list with specific contracts based on framework contracts signed in the previous year of the publication. This information can be found on;

<http://cor.europa.eu/en/about/tenders/Pages/contracts-awarded.aspx>

Examples including the number of applications for each tender can be found in annexes 2 and 3.

30. What were the costs of the institution for interpretation, translation and languages classes (those not included in the category of training - see question 24)?

Answer to question 30:

Interpretation

3,669,523€ were dedicated by the Institution for interpretation.

Translation

Concerning translation, the EESC/CoR joint Directorate for Translation calculate the total cost of translation and the average cost per page using the agreed KIAPI methodology (Key Interinstitutional Activity and Performance Indicators). According to this methodology, real costs are used for all cost items, except for staff, buildings and administrative expenditure, where flat rates are used to allow for a fair comparison across EU institutions. According to the KIAPI methodology, the total cost of translation in the CoR in 2016 was EUR 27,452,314€.

Training

In addition to the expenditure for general and IT training (referred to under question 24), expenses for different types of language training organised within the EU for CoR staff in 2016 represented a global budget of 57,696.26€. No trainings were held outside the EU.

31. What cost savings could be achieved by the increased outsourcing of translation tasks? How do you assess the cost-effectiveness of the new arrangement in place?

CoR answer to question 31:

In 2016 16.61% of total translation output was outsourced. This allowed for a reduction of staff allocated to translation by 9.4%, which also led to a reduction of costs related to translation. According to the Key Interinstitutional Activity and Performance Indicators (KIAPIs), the cost per page for in-house translations in 2016 was 166€, compared to 200€ in 2015 (-17%), and the cost per page for outsourced translations in 2016 was 97€, compared to 128€ in 2015 (-25%). The quality control level and other indicators, such as deadline compliance, have remained at the same level, and the difference in costs related to translation compared to previous years can thus be considered as a net gain in terms of cost-effectiveness.

32. How much have you spent in internal events and meetings with external stakeholders?

CoR answer to question 32:

In the context of CoR communication, a total of 1,244,851€ was spent on events with stakeholders in 2016, of which:

- * 404,766€ for large-scale and local events from Budget line 2542;
- * 565,718€ for audio-visual coverage and journalists from Budget line 2600;
- * 274,367€ for events-related services, decoration etc. from Budget line 2602.

In terms of other stakeholder gatherings such as those involving rapporteurs, local events and fora a total of 351, 551€ was spent, of which;

- * 108, 836€ for reimbursement of travel costs and travel and meeting allowances from Budget line 1004;
- * 209, 850€ for interpretation from Budget line 1402;
- * 32, 865€ for experts and speakers from Budget line 1422.

33. What are the rules for the organisation of non-official receptions? How much do they cost and how can the involvement of the Protocol service be explained for this type of receptions (page 44 of the Annual Activity Report)?

CoR answer to question 33:

The Protocol service is responsible for welcoming all VIPs in the premises of the CoR. In this context, it is also in charge of the organisation of official receptions at the request of CoR President. Such receptions include the start or end of a political mandate or election of a new President. In addition and on the occasion of the Council presidencies, the CoR President and the respective head of National delegation offer a reception with the participation of members, MEPs, PermRep. The protocol service is also in charge of the annual staff reception which is also the occasion for the President to congratulate staff of 20, 30, 40 years of service and those leaving for pension. The total annual budget for these receptions is 40 000 euros.

Building

34. How many buildings / office space were you renting in 2016? Under which type of contract? Were those contracts celebrated through real state agencies? If not, could you provide the data about the property owners?

CoR answer to question 34:

CoR rents only one building - jointly with the EESC (Van Maerlant from the European Commission) – under an administrative agreement with the Commission. The remaining 5 buildings are on long-term lease (together with the EESC) based on the "long lease conferring a right in rem" and contract or right of "emphyteose".

35. How much have you spent with the maintenance of the buildings? And the furniture costs, how much are they?

CoR answer to question 35:

The CoR expenditure on maintenance in 2016 was 1,957,244.06€ and the CoR expenditure on furniture in 2016 was 54,933.93€.

36. Were there any improvements done to the organization of workspaces? What changes have there been in 2016?

CoR answer to question 36:

During 2016 all Translation directorate were concentrated in the Belliard 68 building and Trèves 74 building. This resulted in higher efficiency in the use of office areas due to more dense occupation for those translators who chose the possibility to telework on a structural basis.

Harassment

37. Were there any harassment cases reported, investigated and concluded in 2016? What was the amount in 2016 budget devoted to the management/ Court sentences of harassment cases?

CoR answer to question 37:

No cases of harassment have been reported, investigated or concluded in 2016. No expenditure was incurred in 2016 for the management of harassment cases or for the execution of any Court judgment on harassment cases.

38. What is the rate of compliance of your institution with regard to the recommendations of the Ombudsman?

CoR answer to question 38:

In 2016 no specific Ombudsman recommendations were addressed to the CoR.

Transparency

39. What financial support does the CoR provide to political parties for the presentation of their views in private media? How is this financial support distributed among the parties? How transparent is this support?

CoR answer to question 39:

In the context of the budget line dedicated to communication with the media by the political groups (BL 264) financial support is provided for advertisement space as part of communication campaigns and the invitation of journalists to study visits. As for other projects, the activities are communicated internally along the workflow as described in the CoR's answer to question 8 above.

In the wider sense, these were the costs related to media activities by political group in 2016:

- EPP: 61,843.07€ mainly for a "Winter University" attended by journalists;
- PES: 8,834.04€ for ads in newspapers and social media campaigns;
- EA: 42,395.48€ the major part of which for a school competition and its media outreach;
- ECR: 4,175.05€ for covering travel expenses of journalists (study visit);
- ALDE: 0€.

Whistle-blowing protection

40. What improvements were made regarding procedures for whistleblowing?

CoR answer to question 40:

Pursuant to the adoption, on 17 December 2015, of an updated decision (n°508/2015) laying down rules on whistleblowing on the basis of Art. 22a of the Staff Regulations, the CoR engaged in negotiations with OLAF in view of the conclusion of an administrative arrangement providing a structured framework for co-operation notably in whistleblowing cases, facilitating the timely exchange of information and ensuring the effectiveness of investigations led by OLAF in respect of CoR staff. This administrative arrangement was in the end concluded on 10 May 2017, and staff and management were informed thereon.

41. How many whistle-blower cases did the institution have in 2016? What were the results of the procedure? Was/were the case(s) transferred to the Ombudsman or to the ECJ?

CoR answer to question 41:

Since the entry into force of the updated decision n°508/2015 on whistleblowing (referred to under Question 40), one whistleblowing file has been formally opened on this basis at CoR in 2016 and it was submitted to OLAF during the same year. The CoR is awaiting OLAF's final report that will close OLAF's ongoing investigation on the case. For the time being, the file has been forwarded neither to the European Ombudsman nor to the Court of Justice of the EU.

List of the events held in 2016 including the topics and cities they were held in and the names of the 77 CoR members involved

1. **Austria**, Innsbruck, "Citizens' dialogues- European Day", 09/05/2016, CoR members involved: H. Van Staa (AT/EPP), M. Markkula (FI/EPP), K.H. Lambertz (BE/PES), F. A. I Socias (ES-PES), J. Gamallo (ES/EPP), I. Gottardo (IT/EPP), M. Dus (IT/PES);
2. **Bulgaria**, Gabrovo, "Reconnecting Europe with its Citizens: Re-establishing a dialogue between the local and EU Level", 03/10/2016, CoR members involved: M. Markkula (EPP/FI);
3. **The Czech Republic**, Hradec, Kralove, " Energy Efficiency for Local and Regional Authorities: Covenant of Mayors for Climate & Energy", 13/09/2016, CoR members involved: Dan Jiránek (CZ/ECR);
4. **Estonia**, Rakvere, "the EU environment law and INSPIRE- improving reporting and compliance", 02/06/2016, CoR members involved: A. Jaadla (EE/ ALDE), U.Silberg (EE/EA), S. Hertell (FI/EPP), D.Matoniene (LT/ECR);
5. **Greece**, Nea Propontida, "ParticipOpen Minded", 14/10/2016, CoR members involved: Apostolos Tzitzikostas (EL/EPP), Ioannis Boutaris(EL/PES), Stavros Kalafatis(EL/EPP);
6. **Greece**, Heraklion, Crete, " Youth Leadership in Learning Regions: Innovative Entrepreneurship and Smart Specialization", 04/11/2016, CoR members involved: Stavros Arnaoutakis,(EL/PES), Dimitrios Kalogeropoulos (EL/EPP),Theodoros Gkotsopoulos (EL/PES); Chair of the Management Board of Flanders-Europe Liason Agency(BE/EPP);
7. **Spain**, Gijon, "Citizen Dialogue: The voice of the Citizenship in Europe", 21/09/2016, CoR members involved: Manuel Pleguezuelo Alonso (ES/EPP), Jesús Gamallo Aller (ES/EPP), Guillermo Martínez Suárez (ES/PES);
8. **Spain**, Palma de Mallorca, "Towards a more connected Europe: The best practices of the EU institutions in the social media", 27/10/2016, CoR members involved: Francina Armengol Socias (ES/PES), Abel Caballero Alvarez (ES/PES), Chistophe Rouillon (FR/PES);
9. **Spain**, Murcia, "30 years in the EU: the impact of the European Regional policy in the Region of Murcia", 18/11/2016, CoR members involved: A Sanchez (EPP), P Alonso – (ES/EPP);
10. **Finland**, Pori, "Boosting the entrepreneurial spirit in cities and regions", 14-15/07/2016, CoR members involved: M.Markkula (FI/EPP), P.Haijanen (FI/EPP), A. Karjalainen (FI/PES), S. Tietari (FI/ALDE);
11. **France**, Chinon, "Parlons d'Europe en region", 29/03/2016, CoR members involved: C.Rouillon- CoR member (FR/PES);
12. **France**, Paris, "Parlons d'Europe en region", 04/04/2016, CoR members involved: K.H. Lambertz (BE/PSE);

13. **France**, Rouillon, 03/05/2017, CoR members involved: Christophe Rouillon (FR/PES);
14. **France**, Montpellier, "European Union and tourism development", 03/06/2016, CoR members involved: S.Rossignol (FR/EPP), **V. Rozière** (FR/MEP);
15. **France**, Saint-Malo, "Parlons d'Europe en region", 16/06/2016, CoR members involved: Christophe Rouillon (FR/PES);
16. **France**, Valence, "Parlons d'Europe en région: « Europe, territoires intelligents et connectés ", 23/06/2016, CoR members involved: Christophe Rouillon (FR/PES);
17. **France**, Beaumesnil, "Rural citizens, urban citizens: European citizens", 02/06/2016, CoR members involved: F.-X. Priollaud (FR/ALDE), F.-X. Priollaud (FR/ALDE);
18. **France**, Poligny, "Parlons d'Europe en region", 30/09/2016, CoR members involved: Christophe Rouillon (FR/PES);
19. **France**, Puget-Théniers, "Parlons d'Europe en region", 31/10/2016, CoR members involved: Christophe Rouillon (FR/PES);
20. **Croatia**, Dubrovnik, Citizens' dialogue – Reflecting on Europe, 28/10/2016, CoR members involved: Nikola Dobrosravić (HR/EPP), Markku Markkula (FI/EPP), Snježana Bužine (HR/PES), Michael Schneider (DE/EPP);
21. **Hungary**, Főjér Megye, "Let's build Europe together!", 26/08/2016, CoR members involved: Árgyelán J R(HU/NI), Ribanyi J (HU/ EPP), Borboly C (RO/EPP), I. Zachariás (SK/EPP), K.Laszlo (HU/NI), A. Magyar (HU/EPP), K. Raymund (HU/EPP);
22. **Hungary**, Heves County, "Let's Talk About Europe – Citizens' Dialogue", 04/10/2016, CoR members involved: Micheal Schneider (DE/PPE);
23. **Ireland**, Cork, "What is the role of regions and cities in the European Union'?", 19/11/2016, CoR members involved: M. Markkula, Cllr. Michael Murphy (IR/EPP), Cllr. Deirdre Forde, (IR/EPP), Cllr. Mary Freehill, (PES), Cllr. Kieran McCarthy (IR/EA), Cllr. Enda Stenson (IR/EA), Cllr. Kate Feeney (IR/ALDE), Cllr.Hughie McGrath (IR/EA), Cllr. Gerry Murray (IR/not aff), Cllr. Jerry Lundy(IR/ALDE);
24. **Italy**, Cagliari, "Addressing the under 2°C target – experiences and good practices at regional level and Citizens' Dialogue on Climate Change", 21/10/2017, CoR members involved: F. Pigliaru (IT/PES);
25. **Italy**, Florence, 17/06/2016, CoR members involved: E. Rossi – (IT PES), M. Markkula (FI/EPP), A. Bore (UK/PES);
26. **The Netherlands**, "Cities and City Makers enhancing enhancing the (Im)Pact of Amsterdam", 29/05/2016, CoR members involved: M.Markkula (FI/EPP), H.Dunger Loper (DE/PES), CoR Lamers (NL/EPP);
27. **Poland**, Poznan, "Independent Ukraine: European balance", 02/12/2016, CoR members involved: M.Woźniak (PL/EPP), Stanisław Szwabski, (PL/EA).

Tenders in 2016

No.	Name/ Scope -(specific info)	Amount in Euros	Number of tenderers per call for tender
1.	Execution de travaux de parachevements (framework contract)	Contract signed - 3.675.200,00 EUR for 4 years	8
2.	Improve building safety equipment – nacelles: Travaux de mise en conformité des équipements de protection collective d'accès aux façades et aux toitures des immeubles des Comités à Bruxelles – framework contract	Contract signed – 355.390,25 EUR for 4 years	1
3.	Replacement of electrical heating with gas boiler TRE/ Remplacement d'un système de chauffage électrique par un système de chauffage au gaz, dans un immeuble bureaux – direct contract	Contract signed – 467.218,72 EUR for 10 months	3
4.	Installation of energy counters on heating/cooling and ventilation systems/ Installation compteurs d'énergie - framework	685.000 for 4 years	No participation in the mandatory visit. The procedure has been cancelled. A new restricted procedure has been launched in 2017 - ongoing in 2017

	contract)		
5.	Modification of the cooling system B68/ Rénovation de la production frigorifique au B68 - direct contract	Contract signed - 382.308,46 EUR for 5 months	4
6.	Security film on front of the building/Film de sécurité façade JDE – framework contract	Contract signed - 165.170,00 EUR – for 4 years	6
7.	Maintenance omnium des nacelles et des équipements d'accès aux façades des bâtiments – framework contract	Contract Signed- 57.662,50€ for 30 months	5
8.	Registre et veille réglementaire environnementale et conseils spécialisés dans le domaine de la réglementation et de la gestion environnementale en Région de Bruxelles-Capitale. EMAS – framework contract	Contract Signed - 52.184,44€ for 4 years	6
9.	Contrôle service de nettoyage – framework contract	Contract Signed - 72.500€ for 4 years	2
10.	Laboratoire pour effectuer des prélèvements et des analyses – framework contract	Contract Signed - 51.150€ for 4 years	1
11.	Assistance technique pour contrôle des prestations de maintenance	Contract Signed - 219.500,00 EUR for 4 years	4

	d'installations techniques d'immeubles de bureaux – framework contract		
12.	Services notaire" – Services d'assistance pour la levée d'option d'achat des bâtiments en emphytéose - contrat-cadre	Contract signed: 74.415,17 EUR	2
13.	Avis de prospection d'immeubles	rental contract-20 years	8 (5 for LOT 1 and 3 for LOT 2). It has been cancelled- the rental contract with the European Commission for the Van Maerlant building has been extended until end of 2021.
14.	Removal and recycling, for humanitarian purposes, of goods for which the Committees no longer have use — furniture and miscellaneous equipment – 2 lots – framework contract	Contract signed: 18.135 EUR for Lot 1 and 2.040 EUR for Lot 1, for 4 years	2

Annex 3 - Tenders in 2016

N°	N° Procédure	Type de procédure	INTITULE/OBJET	Nombre d'offres reçues	Marché attribué	Valeur du marché
1	CDR/COM/ 22/2016	Ouverte	Services audiovisuel	2	oui	2.000.000
2	CDR/COM/ 33/2016	Négociée (art.134.1.b)	Abonnement "Agence Europe"	1	oui	23.926,64
3	CDR/COM/ 48/2016	Ouverte	Lot1: articles promotionnels / Lot 2: cadeaux officiels / Lot 3: Trophées et médailles	Lot 1: 9 / Lot 2: 5 / Lot 3: 2 + 1 offre non conforme	oui	Lot 1 : 600.000 / Lot 2 : 100.000 / Lot 3: 25.000
5	CDR/MEM/ 126/2016	Négociée	Achat de matériel audiovisuel divers pour la rénovation des salles de réunion JDE 51, 52, 53, 2253 ,3253 et Atrium 5 du Comité des Régions	2	oui	27.799,82

Annex 3 - Tenders in 2016

N°	N° Procédure	Type de procédure	INTITULE/OBJET	Nombre d'offres reçues	Marché attribué	Valeur du marché
6	CDR/TL1/7 7/2016	Ouverte	Affaires Constitutionnelles, Gouvernance à Multiniveaux, Dévolution	2	oui	600.000
7	CDR/TL1/6 2/2016	Ouverte	Agriculture, Santé et Politique Maritime	1	oui	400.000
8	CDR/TL1/6 8/2016	Ouverte	Environnement, Changement Climatique, Energie et Politique Spatiale	8	oui	400.000
9	CDR/TL2/1 4/2016	Ouverte	Multiple framework service contract on Cohesion policy, Transport policy and Urban policy	Lot 1 : 7 / Lot 2 : 6 / Lot 3: 4	oui	Lot 1 : 320.000 / Lot 2 : 200.000 / Lot 3 : 200.000