



PROGRAMME (version 29/11/14)

13th IMPEL General Assembly

11-12 December 2014,
Ministry of Foreign Affairs, Rome, Italy

Thursday 11 December 2014

Time	Activity
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09h00 – 09h30	Registration
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09h30 – 10h00	Session 1: Welcome Chair: <i>John Seager</i>
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1. Opening address by Chair of IMPEL

2. Adoption of the agenda

** Decision required by GA to adopt or amend the agenda*



Annex - GA Agenda

3. Welcome presentation by ISPRA, speaker to be confirmed

4. Welcome to the new IMPEL National Coordinators

The new National Coordinators of Denmark, Finland, Iceland and Latvia are asked to introduce themselves to the General Assembly.

10h00 – 11h00	Session 2: Concluding the development of IMPEL & future strategy Chair: <i>John Seager</i>
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1. Summary of progress so far

John Seager will make a short introductory statement reminding the GA on progress so far and on the decisions to be made at this meeting

2. Prioritising IMPEL work

A closer look at the mechanism for prioritising IMPEL's work in future years. Presentation by the provisional Expert Team Leaders

** Decision required by GA to adopt or amend the prioritisation mechanism*

11h00 – 11h30	Coffee break and networking
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11h30 – 13h00 **Session 2 continued... : Concluding the development of IMPEL & future strategy**
Chair: *John Seager*

3. Implementation Challenge study

Chris Dijkens to lead the update on the work of the Implementation Challenge study. Supported by a presentation from Terry Shears on draft conclusions of study.

4. Composition of IMPEL Board and Cluster Management Group

A closer look at the cluster management group and their role. There will also be a proposal to amend the structure of the Board

** Decision required by GA to adopt proposal on Board composition*



Annex - Proposal on Composition of IMPEL Board and Cluster Management Group

13h00 – 14h00 **Buffet lunch and networking**

14h00 – 16h00 **Session 2 continued... : Concluding the development of IMPEL & future strategy**
Chair: *John Seager*

5. IMPEL rules and Statute

Agreement required on transposing the strategy changes into the IMPEL rules & Statute

** Decision required by GA to adopt or amend the rule & Statute changes*



Annex - Draft IMPEL rules with proposal for changes



Annex - Draft IMPEL Statute with proposal for changes

6. Expert Teams

How do they work, who is involved, how can IMPEL members get involved, what next and how do we get more members involved in these groups? The GA will be reminded that the provisional arrangements for Expert Team Leaders and their Deputies should be discussed and voted on at the first Expert Team meetings of 2015. The roles will then be approved by the General Assembly (via correspondence) in 2015.

16h00 – 16h10 **Family photo**

16h10 – 16h30 **Coffee break and networking**

16h30 – 17h00 **Session 3: IMPEL activities**
Chair: *John Seager*

1. Approval of 2013 & 2014 project reports and activities

Comments, questions and approval of 2014 project reports and activities.

** Decision required by GA to adopt IMPEL project reports & outputs (listed below)*



Annexed Final Reports (FR) to approve:

- *FR-2013-05 DECO (June 2014)*
- *FR-2013-16 Achieving better compliance in the agricultural sector through networking and partnership working of environmental and agricultural inspectorates*

- *FR-2013-19 & 2014-03 Waste Sites II*
 - *FR-2014-12 Choosing Appropriate Interventions, phase 3*
 - *FR-2014-12 Choosing Appropriate Interventions, phase 3: Guidance document*
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17h00 – 17h45

Session 4: IMPEL work programme 2015


Chair: John Seager

1. Work Programme 2015

Discussion and agreement on the 2015 work programme.

** Decision required by GA to adopt the 2015 work programme*


 *Annex – 2015 IMPEL Work Programme – consolidated list*

 *Annex – 2015 ToRs*

2. Board proposal on budget of IMPEL in 2015

Michael Nicholson from the IMPEL Secretariat to present a summary of the proposed 2015 budget of IMPEL on behalf of the IMPEL Board.

** Decision required by GA to approve the 2015 budget*

 *Annex – 2015 Budget*

17h45 – 18h00

Close of day 1 by the Chair of IMPEL, John Seager

1. Summary of day 1

2. Practical announcements

- *18.00-19.00 – transport to reception*
 - *19.00 – cocktail reception by the hosts.*
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Friday 12 December 2014

Time	Activity
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09h00	Open of day 2 by the Vice Chair of IMPEL, <i>Chris Dijkens</i>
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09h15 – 10h00	Session 5: IMPEL success stories 2014 Chair: <i>Chris Dijkens</i>
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1. IMPEL success stories 2014.

Presentation on the positive results of IMPEL work over the last years:

- *Allison Townley & Jon Engstrom on the Enforcement Actions & Waste Sites projects*
- *Horst Buether on Supporting the Implementation of the Industrial Emissions Directive and risk assessment*
- *John Visbeen on the Illegal Killing of Birds project and development of the new 'green' area of work in IMPEL.*

10h00 – 10h30	Session 6: European Commission Chair: <i>Chris Dijkens</i>
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1. Update by Mr. *Miroslav Angelov*, Policy Officer: Legal Issues European Commission - Directorate General for Environment Unit D.4 (Governance, Information & Reporting).

2. Questions and answers, *all*

10h30 – 11h00	Session 7: Organisational matters Chair: <i>Jean Luc Perrin</i>
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1. Ratification of Cluster TFS nomination for Chair

Allison Townley has been nominated as the new Cluster TFS Chair. Allison works at the Northern Ireland Environment Agency in the UK and has been involved in IMPEL for over 10 years. She has been on the Steering Committee of the cluster and would succeed Jon Engstrom.

** Decision required by GA to approve the nomination for Chair of TFS Cluster*

2. Election of Chair & Vice Chair (2015-2017)

There are three candidates. Each will have the opportunity to address the General Assembly before a vote is taken by the delegates attending.


Candidates for Vice Chair of IMPEL:


- Mr Umberto Benezzoli (IT)
- Mr Chris Dijkens (NL)


Candidates for Chair of IMPEL:

- Dr. John Seager (UK)

** Decision required by GA on candidatures*

 *Annex – Umberto Benezzoli CV & Nomination letter from Italy.*

 *Annex – Chris Dijkens CV & Nomination letter from Netherlands*

 Annex – John Seager CV, letter from Environment Agency England, Nomination letter from High Representative Ed Mitchell on behalf of UK

3. Board report on financial state of IMPEL in 2014

Michael Nicholson from the IMPEL Secretariat to present a summary of the network's financial position.

11h00 – 11h30 **Coffee break and networking**

11h30 – 12h15 **Session 7 continued... : Organisational matters**
Chair: **Chris Dijkens**

4. Membership

a) Application for membership


Applications from the State Inspectorate of Environment & Water, Albania and from AssoArpa, the National Association of 21 regional public Agencies responsible for environmental protection in Italy.


b) Membership fees

The Board would like to review and agree the principles regarding non-payment of membership fees.

* Decision required by GA to approve membership applications

* Decision required by GA to principles of discontinuation of membership

 Annex – Letters of application from Albania and Italy (AssoARPA)

 Annex – Principles regarding non-payment of membership fees

5. Communications

a) General update incl. development of new IMPEL website, **Nancy Isarin**

General update on communications in IMPEL from Nancy Isarin including the work of the Communications group and the development of the new IMPEL website to be launched 01 January 2015.

b) Proposal on development of IMPEL logo & change to name of IMPEL network, **Chris Dijkens**


The Board would like the General Assembly to come to a decision on whether or not to re-develop the IMPEL logo. The IMPEL Board has forwarded a short discussion note to the General Assembly regarding the title of IMPEL.

* Decision required by GA on change to logo

* Decision required by GA on title of IMPEL network

 Annex – Proposal regarding amendment to IMPEL logo

 Annex – Annex to agenda item 5b session 7 - IMPEL logo Options from ALVA DESIGN consultancy

 Annex – Communications Group recommendation on website and logo

 Annex – Proposal regarding title of IMPEL

12h15 – 12h45 **Session 8: IMPEL / European Commission conference on Inspections**
Chair: **Chris Dijkens**

1. IMPEL / European Commission conference on Inspections

Simon Bingham to provide feedback to the General Assembly on the results of the conference that took place between IMPEL and the EC on 10 December 2014 in Rome.

12h45 - 13h00

Session 9: Conclusions and close of meeting
Chair: *Chris Dijkens*

1. Date of next meeting

2. Conclusions and close of meeting

13h00 – 14h30

Buffet lunch and networking
