

Terms of Reference International Steering Committee

for the Priority Area on Clean Shipping of the EU Strategy for the Baltic Sea Region

Adopted on 1 August 2014

The EU Strategy for the Baltic Sea Region was adopted and the accompanying Action Plan taken note of by the European Council in October 2009. The Strategy is implemented by means of a number of thematic priority areas and cross-cutting horizontal actions, among one is the Priority Area on Clean Shipping. The Priority Area aims at making the Baltic Sea Region a model region for clean shipping.

1. Terms of reference

1.1 The Steering Committee is created in order to advice and assist Denmark represented by the Danish Maritime Authority in its capacity as Priority Area Coordinator for the Priority Area on Clean Shipping (abbreviated “PA Ship”) in the EU Strategy for the Baltic Sea Region, with the view to ensure that actions are anchored all over the region and to encourage the use of results and actions of the Priority Area at national level.

2. Members and observers

2.1 The Members of the Steering Committee are: Denmark, Estonia, Finland, Germany, Latvia, Lithuania, Poland, Sweden and the European Commission.

2.2 The Steering Committee may decide to invite other countries from the wider Baltic Sea Region which support the objectives of the EU Strategy to become members of the Steering Committee.

2.3 Members are represented in the Steering Committee by a relevant ministry, or agency operating in the field of clean shipping. In case of several competent authorities in a country, members will ensure dialogue among these authorities in order to ensure coordination and coherence.

2.4 The European Commission is represented by a representative of the relevant service(s).

2.5 Flagship Projects and Seed Money Projects within the Priority Area on Clean Shipping are entitled to attend Steering Committee meetings.

2.6 Regional organisations and associations with an interest in clean shipping may be invited to attend meetings of the Steering Committee.

2.7 The Steering Committee may assign the status of Observer to other states, organisations or financial instruments, having a legitimate interest in the priority area. The Steering Committee may invite third parties as guests to its meetings.

3. Actions by the Steering Committee

3.1 The Steering Committee provides advice and assistance to the Priority Area Coordinator by serving as a forum for policy discussions on the actions of the Priority Area on Clean Shipping as outlined in the Action Plan for the EU Strategy for the Baltic Sea Region and in the tasks and responsibilities of implementing stakeholders¹.

3.2 The Steering Committee is to discuss and recommend actions pertaining to the implementation of the priority area. This may include such issues as the monitoring and review of the targets and indicators set

¹ Roles and responsibilities of the implementing stakeholders of the EUSBSR and a flagship project concept, January 2013.

and review of the Priority Area's section of the Action Plan. This implies that members are expected to have knowledge of their own country's or organisation's policies related to the individual actions and have a mandate to discuss the macro-regional use and implementation of the results achieved under actions of the priority area.

3.3 The Steering Committee may, within the mandate given to the priorities, initiate and implement projects relevant to the enhancement of clean shipping in the Baltic Sea Region and explore their financing with a view to focusing work in areas where it creates most added value. The Steering Committee may propose the addition, modification or deletions of Flagship Projects.

3.4 The Steering Committee will also serve as a forum for dialogue among flagship projects.

3.5 The Steering Committee may establish and terminate sub working structures, such as task forces, to deal with specific tasks having a clear and time-limited mandate.

4. Rules and Procedures

4.1 The Steering Committee takes overall political guidance from the EU Strategy for the Baltic Sea Region and its Action Plan as well as from the Annual Stakeholder Forums and the High Level Group. The Steering Committee may also consider policy documents on the Baltic Sea Region from relevant states or organisations.

4.2 Decisions within the Steering Committee are taken by consensus among members. However, possible non-EU members are not in the position to block cooperation among EU members in a given field, but may instead choose to opt out of a particular field of cooperation.

4.3 The Steering Committee is chaired by the Priority Area Coordinator.

4.6 Progress reports on the priority area and its projects may be circulated to and discussed among members before submission to the European Commission.

5. Meetings and finance

5.1 The Chairman of the Steering Committee prepares the agenda for the Committee meetings. Members may present their proposals for the agenda to the Chairman.

5.2 In-between meetings, the Steering Committee may reach decisions by means of written communication.

5.3 The Steering Committee holds meetings, as needed.

5.4 All Steering Committee meetings are conducted in English.

5.5 Participants may bring interpreters at their own expense.

5.6 The member hosting meetings bears the costs connected with the meeting, unless otherwise decided. Participants in the meetings cover their respective travel and accommodation expenses.