

**Committee of Senior Representatives (CSR)  
Twentieth Meeting  
Helsinki-Vantaa, Finland  
19-20 April 2012**

<b>Reference</b>	CSR 20/2/2
<b>Title</b>	Provisional annotated agenda
<b>Submitted by</b>	Secretariat
<b>Summary / Note</b>	This document provides explanatory notes regarding the items included in the provisional agenda and specifies actions requested from the meeting participants.
<b>Requested action</b>	For reference

### **1. Opening of the meeting and welcome**

The meeting will be opened by Ms. Liisa Ollila, the NDPHS CSR Chair, who will chair it.

Ms. Soili Mäkeläinen-Buhanist, Head of Unit, Department for Russia, Eastern Europe and Central Asia, Finnish Ministry for Foreign Affairs, will welcome the participants.

### **2. Adoption of the agenda**

The Meeting will be invited to **adopt** the Provisional agenda with timetable (cf. document CSR 20/2/1).

### **3. Statements by the invited guests**

The CSR Chair has invited Mr. Harry Ekestam, a Finnish representative in the Joint Programming Committee of the Baltic Sea Region Programme for the EU funding period 2014-2020, to attend the meeting and deliver a presentation (cf. document CSR 20/3/Info 1).

The Meeting will be invited to consider the provided information and **decide**, as appropriate.

### **4. Information by the NDPHS Chairmanship and the NDPHS Secretariat**

The Chair and the Secretariat will briefly inform about the following:

- Meetings in which they recently took part or plan to attend (cf. document CSR 20/4/Info 1);
- Their other main activities during the period from the PAC 8 in St. Petersburg, Russia, which will not be addressed during the following agenda items.

The Meeting will be invited to **take note** of the presented information and **decide**, as appropriate.

## 5. Information by the NDPHS Partners and Participant

The European Commission will be invited to present documents CSR 20/5/Info 1, CSR 20/5/Info 2 and CSR 20/5/Info 3.

Further, the Partners and the Participant will be invited to present information regarding their activities of relevance to the NDPHS, which are not covered in other agenda items. It is recommended that the focus of the presentations be on the issues that the Partners and the Participant would like to propose that the NDPHS would follow up on in the future. It should also be noted that the Chair has decided that only five minutes will be allocated for each presentation.

The Meeting will be invited to **take note** of the presented information.

## 6. Implementation of the NDPHS Strategy and the health sub-area of Priority Area 12 in the EUSBSR Action Plan

### 6.1 Progress and future steps toward implementing the NDPHS goals and mid-term operational targets

The focus in this item will be exclusively on the issues concerning the progress and future steps toward implementation of the NDPHS Goals and Operational Targets and presentation of concrete NDPHS results and their impact, as decided by the CSR at its 19<sup>th</sup> meeting.

With reference to document CSR 20/6.1/Info 1, the Expert Groups will be invited to briefly inform about the progress in the implementation of the respective NDPHS goals and operational targets, with a focus on those operational targets where further efforts are warranted.

#### a) **Goal 1: The role and working methods of the NDPHS are strengthened**

The Secretariat will inform about the progress in the implementation of Goal 1 and propose issues for possible decision by the Meeting.

The Meeting will be invited to consider the presented information and proposals, and **decide**, as appropriate.

#### *Thematic area 1: Containing the spread of HIV/AIDS and tuberculosis*

#### b) **Goal 2: Prevention of HIV/AIDS and associated infections in the ND-area has improved; and Goal 3: Social and health care for HIV infected individuals in the ND area is integrated**

The HIV/AIDS&AI EG will be invited to inform about the progress in the implementation of Goals 2 and 3 and to propose issues for possible decision by the Meeting.

The Meeting will be invited to consider the presented information and proposals, and **decide**, as appropriate.

#### c) **Goal 4: Resistance to antibiotics is mitigated in the ND area**

The PPHS EG, on behalf of the AMR TG, will be invited to inform about the progress in the implementation of Goal 4 and to propose issues for possible decision by the Meeting.

The Meeting will be invited to consider the presented information and proposals, and **decide**, as appropriate.

### ***Thematic area 2: Accessibility and quality of primary health care***

**d) Goal 5: Inequality in access to qualified primary health care in the ND area is reduced**

The PPHS EG will be invited to inform about the progress in the implementation of Goal 5 and to propose issues for possible decision by the Meeting.

The Meeting will be invited to consider the presented information and proposals, and **decide**, as appropriate.

### ***Thematic area 3: Prison health care policy and services***

**e) Goal 6: Health and other related needs of people kept in places of detention are readily met, access to the health services is improved, and gender specific needs are addressed**

The PPHS EG will be invited to inform about the progress in the implementation of Goal 6 and to propose issues for possible decision by the Meeting.

The Meeting will be invited to consider the presented information and proposals, and **decide**, as appropriate.

### ***Thematic area 4: Lifestyle-related non-communicable diseases and good social and work environments***

**f) Goal 7: The impact in the ND countries on society and individuals of hazardous and harmful use of alcohol and illicit drugs is reduced**

**g) Goal 8: Pricing, access to and advertising of alcoholic beverages is changed to direction, which supports the reduction of hazardous and harmful use of alcohol**

**h) Goal 9: Tobacco use and exposure to tobacco smoke is prevented and reduced in the ND area**

The ASA EG, on behalf of the ADPY TG, will be invited to inform about the progress in the implementation of Goal 7 and to propose issues for possible decision by the Meeting.

Further, the ASA EG will be invited to inform about the progress in the implementation of Goals 8 and 9 and to propose issues for possible decision by the Meeting.

The Meeting will be invited to consider the presented information and proposals, and **decide**, as appropriate.

- i) **Goal 10:** The NDPHS Strategy on Health at Work is implemented in the ND area
- j) **Goal 11:** Public health and social well-being among indigenous peoples in the ND area is improved

The NCD EG, on behalf of the OSH TG and IMHAP TG, will be invited to inform about the progress in the implementation of Goals 10 and 11 and to propose issues for possible decision by the Meeting.

- k) **Goal 12:** The impact of all main causes / risk-factors of lifestyle related NCDs in the ND countries are addressed (in addition to alcohol and tobacco targeted through Goals 7-9): overweight, low fruit and vegetable intake, trans fat avoidance, high salt-intake, insufficient vitamin-D intake, high blood pressure, high blood cholesterol, low physical activity (sedentary lifestyle), and factors related to mental health problems

The NCD EG will be invited to inform about the progress in the implementation of Goal 12 and to propose issues for possible decision by the Meeting.

The Meeting will be invited to consider the presented information and proposals, and **decide**, as appropriate.

## 6.2 Monitoring of and reporting on the NDPHS progress

The OSH TG Chair will be invited to introduce a proposal for the presentation of concrete NDPHS results and their impact (cf. document CSR 20/6.2/1).

The Meeting will be invited to consider the presented proposal and **decide**, as appropriate.

## 6.3 Targets and indicators for the EUSBSR

With reference to the document presenting the consolidated EG/TG proposals regarding the targets and indicators for the EUSBSR (cf. document CSR 20/6.3/1/Rev 1), the EG Chairs and ITAs will be invited to briefly introduce their EG's and the respective TG's proposals.

The Meeting will be invited to consider the presented proposals and **approve** them for subsequent presentation to the European Commission, as appropriate.

## 6.4 Revision of the NDPHS Goal 9 and corresponding mid-term operational targets and indicators

With reference to the document presenting the proposal regarding the revision of the NDPHS Goal 9 and corresponding mid-term operational target and indicators (cf. document CSR 20/6.4/1), the ASA EG will be invited to briefly introduce its proposal.

The Meeting will be invited to consider the presented proposals and **decide**, as appropriate.

## 6.5 Possible topics for inclusion in the list of joint EU-Russia projects in the Baltic Sea Region

An EU-Russia meeting to discuss joint EU-Russia projects in the Baltic Sea Region took place on 22 February 2012, in Moscow, Russia. A list of joint projects currently consists of 18

projects sent by Russia to the EC in October 2011; one of these projects is of relevance to the NDPHS, namely the Alcohol and Drug Prevention among Youth (ADPY) project. During the meeting, the Russian Ministry of Health and Social Development as well as the NDPHS Secretariat stressed that it would be valuable if the list could be enlarged and additional health and social well-being related projects be included on it. In response, both the EU and the Russian Federation expressed their readiness to include additional health and social well-being related projects on the list.

The Secretariat will present possible topics for inclusion in the list of joint EU-Russia projects in the Baltic Sea Region (cf. document CSR 20/6.5/1).

The Meeting will be invited to consider the presented proposals and **approve** the list of topics for submission to the EU-Russia dialogue group for consideration and inclusion on the list of joint EU-Russia projects in the Baltic Sea Region, as appropriate.

## **6.6 Other matters**

With reference to document CSR 20/6.6/Info 1, the Meeting will be invited to discuss the future of Goal 11 and the IMHAP TG after the withdrawal of Canada from the Partnership and the NCM's decision to withdraw from co-leading the IMHAP TG, and **decide**, as appropriate.

Further, the Meeting will be invited to consider a request from the Kaliningrad regional non-governmental organisation "Young Leaders Army" (YLA) to grant the NDPHS project label to project: "Taking Up The Challenge: Developing Services to Contain the Spread of HIV and TB among Injecting Drug Users in Kaliningrad Oblast" (cf. document CSR 20/6.6/1) and **decide**, as appropriate.

The Meeting might wish to discuss other matters falling under item 6, which were not covered under other sub-items, and **decide**, as appropriate.

## **7. Legal capacity of the NDPHS Secretariat**

### **7.1 Entry into force of the Agreement on the establishment of the NDPHS Secretariat**

During the ministerial-level PAC, held on 25 November 2011, seven Partner Countries signed the Agreement on the Establishment of the Secretariat of the Northern Dimension Partnership in Public Health and Social Well-being. The Countries-signatories to the Agreement will be invited to inform about the state of play regarding the ratification of the Agreement.

Further, the remaining Partner Countries will be invited to inform about the state of play regarding the signing of the Agreement

The Meeting will be invited to consider the presented information and **decide**, as appropriate.

### **7.2 Finalization and signature of the Host Country Agreement**

Sweden and the Secretariat will inform about the progress made since the PAC 8 and further steps to be taken towards finalization and signature of the Host Country Agreement.

The Meeting will be invited to consider the presented information and **decide**, as appropriate.

### **7.3 Internal regulatory framework for the NDPHS Secretariat with its own legal capacity**

#### **a) NDPHS Secretariat Personnel Handbook**

The Secretariat will introduce draft NDPHS Secretariat Personnel Handbook (cf. document CSR 20/7.3a/1).

The Meeting will be invited to consider the presented Personnel Handbook and **decide**, as appropriate.

#### **b) NDPHS Secretariat Financial Rules**

The Secretariat will introduce draft NDPHS Secretariat Financial Rules (cf. document CSR 20/7.3b/1).

The Meeting will be invited to consider the presented Financial Rules and **decide**, as appropriate.

#### **c) NDPHS Secretariat Internship Handbook**

The Secretariat will introduce draft NDPHS Secretariat Internship Handbook (cf. document CSR 20/7.3c/1).

The Meeting will be invited to consider the presented Internship Handbook and **decide**, as appropriate.

### **8. Follow-up of discussions and decisions taken during the PAC 8**

#### **8.1 NDPHS Position Paper: Raising the Profile of Health and Social Well-being**

The Chair and the Secretariat will inform about current and planned activities to increase the profile of health and social well-being among the priorities of the funding programmes operating in the Northern Dimension region.

While keeping in mind the presentation made under the agenda item 3, the Meeting will be invited to discuss further actions to publicize and promote the ideas and messages contained in the NDPHS position paper among relevant stakeholders, including the country representatives in the Joint Programming Committee of the Baltic Sea Region Programme for the EU funding period 2014-2020, and **decide**, as appropriate.

#### **8.2 NDPHS Action Statement for implementation of the European Strategy for the Prevention and Control of Non-communicable Diseases in the Northern Dimension area in 2012-2016**

The ministerial-level PAC, held on 25 November 2011: (i) approved the NDPHS Action Statement for Implementation of the European Strategy for the Prevention and Control of Noncommunicable Diseases in the Northern Dimension area in 2012-2016, and (ii) requested the NDPHS Committee of Senior Representatives to discuss possible further development of the Action Statement.

The 13<sup>th</sup> EG Chairs and ITAs Meeting discussed the issue and agreed to recommend to the CSR to disregard the originally proposed draft Annex 2 to the NDPHS Action Statement with

an understanding that it would be taken into account by the Expert and Task Groups in their future work, as appropriate, and on a voluntary basis.

The Meeting will be invited to discuss the issue and **decide**, as appropriate.

### **8.3 Coordinated call for proposals European Social Fund BSN– NDPHS**

The ministerial-level PAC, held on 25 November 2011, recalled the need to strengthen the social well-being dimension in the NDPHS work and noted that “the recently initiated cooperation between the NDPHS and the European Social Fund Baltic Sea Network should help achieve this through jointly designed calls for project proposals as well as joint facilitation of project proposals targeting funding from, inter alia, the ESF.”

The 13<sup>th</sup> EG Chairs and ITAs Meeting considered the Swedish ESF Council’s proposal regarding a pilot scheme for synchronization of ESF-supported calls for project proposals with the NDPHS engagement (cf. document CSR 20/8.3/Info 1) and decided to pursue collaboration as outlined in the proposal.

With reference to document CSR 20/8.3/1 the Secretariat will inform about the state of play regarding synchronization of ESF-supported calls for project proposals with the NDPHS engagement and will propose further steps.

Further, the Secretariat will introduce a proposal regarding the NDPHS engagement in and support to a regional event “Working Life – Baltic Sea Arena 2012” which should be seen as a part of the above-named process (cf. document CSR 20/8.3/2).

The Meeting will be invited to consider the presented information and **decide**, as appropriate.

## **9. Preparations for forthcoming PACs and related events**

### **9.1 PAC 9 and its side-event in 2012**

Germany will be invited to inform about the modalities of the PAC 9 and its side-event to be held the day before, as well as the proposed thematic focus of the side-event (cf. document CSR 20/9.1/Info 1).

The Meeting will be invited to **consider** the presented information and **decide**, as appropriate.

### **9.2 Ministerial-level PAC 10**

Finland, which will host the ministerial-level PAC in 2013, will be invited to inform about the modalities of the event.

The Meeting will be invited to consider the presented information and **decide**, as appropriate.

### **9.3 Other regional NDPHS events in 2013**

Finland will inform about other regional NDPHS events in 2013 and introduce its proposal to hold a separate NDPHS event instead of the PAC 10 side-event.

The Meeting will be invited to consider the presented information and **decide**, as appropriate.

## 10. Forthcoming periodic evaluation of the NDPHS

With reference to document CSR 20/10/1, the Secretariat will introduce issues pertaining to the forthcoming periodic evaluation of the NDPHS and will propose further steps in this regard.

The Meeting will be invited to consider the presented information and **decide**, as appropriate.

## 11. Financial matters

### 11.1 Statement of accounts and Audit report for FY 2011

With reference to document CSR 20/11.1/Info 1 the Secretariat will introduce the Statement of accounts of the NDPHS Secretariat for the FY 2011. The statement presents the amount of income and the actual expenditures and is accompanied by an explanatory memorandum.

The external audit of the FY 2011 accounts of the CBSS Secretariat, which has started in March 2012 and is being performed by the Swedish State Audit Office, is supposed to be finalized before the CSR 20 Meeting. It also covers the NDPHS Secretariat as a unit of the CBSS Secretariat.

The Meeting will be invited to consider the submitted documents and, if appropriate, **discharge** those accountable from responsibility with regard to the implementation of the NDPHS budget in FY 2011.

### 11.2 Appropriations Account

With reference to the Statement of accounts of the NDPHS Secretariat for the FY 2011 (document CSR 20/11.1/Info 1) the Secretariat will present information about the funds transferred to and spent from the NDPHS Appropriations Account since the CSR 19 and the funds currently available in the account.

The Meeting will be invited to **take note** of the information provided by the Secretariat and **decide** on possible using of the funds from the Account.

### 11.3 Current financial situation of the NDPHS Secretariat and contributions to the NDPHS budget for FY 2012

With reference to the document presenting actual and projected contributions and expenditures during 2011-2013 (cf. document CSR 20/11.3/Info 1), the Secretariat will inform the Meeting about the current financial situation of the NDPHS Secretariat. As regards the contributions to the NDPHS budget for FY 2012, the CBSS Secretariat Administration has confirmed that as of 9 April 2012 annual contributions have been received by the NDPHS Secretariat from the following countries: Estonia, Finland, Germany (first 50% instalment), Latvia, Lithuania, Poland and Sweden. Partner Countries, which have not paid their contributions so far, will be encouraged to do so promptly to ensure the Secretariat's financial liquidity. To that end, it should be noted that in late 2011 Iceland has requested to continue as a NDPHS Partner and be exempted from paying contributions for the next two-three years, and Canada has left the NDPHS.



The Meeting will be invited to consider the presented information and request, and **decide**, as appropriate.

#### **11.4 NDPHS budget for FY 2013**

The Secretariat will introduce a proposed NDPHS budget for FY 2013 (cf. document CSR 20/11.4/1).

The Meeting is invited to consider the presented proposal and **decide**, as appropriate.

#### **12. Future CSR meetings**

The Partners will be invited to consider offering to host the CSR meeting in spring 2013, and inform the Meeting accordingly. To facilitate Partners' considerations the Secretariat submits information about the dates, locations and hosts of the CSR meetings up to the CSR 20 (cf. document CSR 20/12/Info 1).

The Meeting will be invited to consider the proposed date and place, and **decide**, as appropriate.

#### **13. Any other business**

The Meeting might wish to discuss any other business not covered under other agenda items and **decide**, as appropriate.

#### **14. Adoption of the CSR 20 meeting minutes**

The Secretariat proposes that it would send out draft CSR 20 meeting minutes to the participants on 11 May 2012 and that comments on the draft would be due, at the latest, on 18 May 2012. The revised minutes would be distributed on 21 May 2012 to be adopted *per capsulam* provided that no further comments are submitted within one week.

The Meeting will be invited to **decide**, as appropriate.

#### **15. Closing of the meeting**

The Meeting is expected to terminate on 20 April 2012 at 12:30 hours.