



Baltic Marine Environment Protection Commission

Making the HELCOM eutrophication assessment operational (EUTRO-OPER)
Videoconference 3 September 2014

EUTRO-OPER 3-2014

Document title	1-1, Provisional Annotated Agenda
Code	1-1
Category	DEC
Agenda Item	1 – Adoption of the agenda
Submission date	20.8.2014
Submitted by	Secretariat
Reference	HELCOM EUTRO-OPER 2-2014

Background

With reference to the minutes of the second meeting of project on Making the HELCOM eutrophication assessment operational (HELCOM EUTRO-OPER 2-2014), the third project meeting (HELCOM EUTRO-OPER 3-2014) will be held as a videoconference on **3rd September 2014**.

The meeting will start at **12:00 o'clock (CEST) on Wednesday 3 September 2014** and is expected to end by **16:00 (CEST)** of the same day.

The purpose of the meeting is to discuss the progress of EUTRO-OPER work phase 1 (1 April – 31 Aug 2014) and elaborate deliverables for work phase 2 (1 September – 31 December 2014). The aim is to plan in further detail the work on setting up the assessment data flow, testing the HEAT assessment tool in coastal areas and the development of the new eutrophication indicators on total nutrients (lead Germany), nutrient ratios (lead Germany), spring bloom intensity (lead Finland), cyanobacterial blooms (lead Finland) and oxygen consumption (lead Sweden).

Participants are requested to register to the meeting as soon as possible, but **no later than 31st August 2014**. Registration is done through responding to the participation survey (<http://portal.helcom.fi:81/meetings/EUTRO-OPER%203-2014-158/Lists/MeetingSurvey/overview.aspx>).

The meeting will be held using the Office Live Meeting. Registered participants will receive an e-mail invitation with instructions on how to join the meeting. You may **agree a test meeting** arranged by the Project Manager by indicating during registration. Please note, that installation of the Office Live Meeting client on your computer is a prerequisite to attending the meeting (instructions on this also in the e-mail invitation).

Meeting documents for the Workshop will be submitted by the Secretariat via the new HELCOM Meeting Portal and may be accessed via <http://portal.helcom.fi:81/meetings/EUTRO-OPER%203-2014-158/MeetingDocuments/Forms/AllItems.aspx>.

In order to access the meeting documents and receive participation survey for registration, one has to be signed up to the meeting portal. If you haven't already signed up, you may do so through the following link: <http://www.helcom.fi/helcom-at-work/events/meeting-portal-instructions/sign-up/> (instructions and link to sign-up).

The Secretariat requests those meeting participants wishing to provide their contributions for the Meeting, to submit documents at the latest on **27 August 2014** in electronic form to the Project Manager (vivi.fleming-lehtinen@helcom.fi).

Action required

The Meeting is invited to adopt the agenda.

Opening of the Meeting

The meeting will be opened by the Project Manager.

Agenda Item 1 Adoption of the Agenda

The Meeting is invited to adopt the Agenda as contained in document 1-1.

Agenda Item 2 Information by the Secretariat, Project Manager and Contracting Parties

The Meeting is invited to take note of the information provided by the Secretariat on HELCOM activities that are of relevance to the Meeting.

Agenda Item 3 Setting up assessment data flow

The meeting is invited to agree on next steps to set up the assessment data flow during work phases 2 (1 September – 31 December 2014) and 3 (1 January – 31 May 2014) of the EUTRO-OPER project. This includes defining datasets, data streams and procedures for updating the present core indicators DIN, DIP, chlorophyll-*a*, Secchi depth and oxygen debt as well as identifying roles of institutes within contracting parties participating in the work flow.

Agenda Item 4 Testing of the HEAT assessment tool on coastal areas

The Meeting is invited to discuss the first results of testing HEAT assessment tool on coastal areas, and agree on how to proceed with the work. Germany is invited to present the final results of the national project on testing HEAT in German coastal waters. Sweden, supported by the Secretariat, is invited to present the preliminary findings of testing the HEAT tool in coastal waters of other contracting parties, based on information and results delivered also by Poland, Latvia, Estonia and Finland.

Agenda Item 5 Developing new core eutrophication indicators

The Meeting is invited to agree on next steps in developing new eutrophication indicators, keeping in mind that the new indicators should be finalized by the end of 2014. Contracting parties are requested to present the progress of the oxygen consumption- (Sweden), coastal oxygen (Germany), cyanobacteria- (Finland), spring bloom (Finland) and total nutrient (Germany) indicators.

Agenda Item 6 Work progress and road map: tasks under work phases 1 and 2

The Meeting is invited to discuss the progress of EUTRO-OPER work phase 1 in light of the agreed the roadmap (document 6-1).

The meeting is invited to agree on the expected deliverables of work phase 2 (1 September – 31 December 2014), based on the agreed road map.

Agenda Item 7 Future work

The Meeting is invited to review and update the list of nominated project members if necessary (document 6-1).

Agenda Item 8 Any other business

The Meeting is invited to discuss any other matters related to eutrophication data flow, indicators, targets and assessment.

Agenda Item 9 Closing of Meeting

Draft Minutes will be prepared by the Secretariat for consideration and adoption.