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from : Council General Secretariat

to : Delegations

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Subject : **Ad-hoc Group work programme 2009 and working methods**

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Delegations will find annexed the Work Programme of the Ad Hoc Group of the Employment Committee for 2009.

# The Employment Committee



## Ad-hoc Group work programme 2009 and working methods

### Ad Hoc Group role and working methods

In 2008 it has been agreed that the Ad Hoc Group will reinforce its function of preparatory body to EMCO and therefore their agendas will be closely coordinated. In order to reinforce this preparatory role and provide sufficient support for EMCO deliberations, the Ad Hoc Group will base its work on three types of activities:

- Analytical work – building-up knowledge and fact-based argumentation and providing analytical grounds for further policy debates (to be fed with input from the Commission services and EMCO Support Team, external experts, as well as existing experience collected from Member States);
- Thematic reviews – discussing and exchanging national experience, progress with reforms and best practices on EU employment policies through the thematic sessions in order to strengthen the multilateral surveillance process and feed-in the Cambridge Review with more detailed information;
- Drafting sessions – preparation of input and discussion papers /opinions based on a specific EMCO mandates (eg. Renewed Social Agenda).

The terms of reference of the Ad-Hoc Group are amended accordingly with the above (see annex). The organisational aspects of thematic reviews will include collecting information from Members through questionnaires (max 1-2 pages). Based on the gathered replies and the discussions, the Ad Hoc Group will draft a report in view to transmit its conclusions to EMCO. Emerging trends and best practices as identified by the Group may be portrayed in the report in more detail.

### Main EMCO activities and priorities for 2009

The main focus of EMCO activities will be around the following themes:

- Lisbon cycle and the economic crisis;
- Lisbon post-2010;
- New skills for new jobs;
- Employment and climate change;
- Flexicurity;
- Bringing more people into work.

Where relevant, the Ad-Hoc Group will prepare EMCO discussions on these issues.

### *Lisbon post-2010*

Several external speakers will be invited to present their views/studies on the challenges for post-2010. Ad-Hoc Group will report to EMCO on the conclusions of these debates.

### *New skills for new jobs*

The Ad-Hoc Group will contribute to the development of this policy theme mainly by carrying a specific review on new skills and the needs identified at national level. It will submit the report to EMCO as a contribution to the 2009 Cambridge Review report. It will also carry a drafting session to prepare an opinion on skills and mobility.

### *Employment and climate change*

Following a specific mandate from EMCO, the Ad-Hoc will prepare a report on the employment implications of the shift towards a low-carbon economy to be submitted to EMCO in September 2009. The report will present the current state-of-play at EU and national level and propose some policy orientations that could constitute basis for (draft) EMCO discussion paper to be adopted in October 2009.

### *Bringing more people into work*

The Ad-Hoc group will carry a thematic review on inclusive labour markets and submit the report to EMCO as a contribution to the 2009 Cambridge Review report. It will also conduct drafting sessions to prepare an EMCO discussion paper or opinion (tbc) on the need to bring more people into work.

### **Planning of meetings**

Six Ad-Hoc Group meetings are envisaged for 2009 (two 2-day meetings in March and September). The information on likely allocation of topics between 2009 meetings, the nature of discussion and expected inputs for it is presented in the timetable below.

The agendas of these meetings will be drafted depending on the outcome of previous discussions and on any specific mandates decided by EMCO during the year.

## 2009 Ad Hoc Group calendar

26 January	
themes	inputs
work programme 2009 climate change and employment  thematic review 'skills' (contribution to 2009 Cambridge Review)	/ debriefing: EMCO conclusions / debriefing: EMCO conclusions and roadmap / country fiches
3/4 March	
themes	inputs
<i>1<sup>st</sup> day</i> 2009 thematic review – draft report (contribution to 2009 Cambridge Lisbon post 2010 (analytical work – prep. EMCO 26/27 March)	/ (draft) report based on thematic review on skills hold on 26 January / analytical input from the Commission and/or external expert
<i>2<sup>nd</sup> day</i> Opinion: Skills and mobility	/ drafting session
11 June	
Themes	inputs
implementation of flexicurity policies (analytical work) climate change and employment (analytical work) migration (analytical work)	/ analytical input from the Commission and/or external expert / country fiches; analytical input from the Commission / analytical input from the Commission and/or external expert
28/29 September	
themes	inputs
<i>1<sup>st</sup> day</i> discussion paper /opinion: bringing more people into work climate change and employment (analytical work)	/ input from SE Presidency: studies, policy papers / (draft) discussion paper
<i>2<sup>nd</sup> day</i> thematic review 'inclusive labour' markets and make work pay' (contribution to 2009 Cambridge Review)	/country fiches
20 October	
themes	inputs
(cont.) discussion paper /opinion: bringing more people into work 2009 thematic review – final report (contribution to 2009 Cambridge Review)	/ drafting session / (draft) report based on 2 thematic reviews hold earlier that year
24 November [Joint Ad Hoc / Indicators meeting]	
themes	inputs
climate change and employment (analytical work)	/ analytical input from the Commission and/or external expert

**Terms of Reference of the Ad Hoc Group**

Adopted by the Committee on 2 May 2000

Amended by the Committee on 17 February 2009

1. The Employment Committee hereby establishes an Ad Hoc Group to assist the Employment Committee in promoting co-ordination between Member States on employment and labour market policies. The Employment Committee retains the responsibility for formulating opinions for the Council and Commission and for contributing to the preparation of the Council proceedings referred to in Article 128 of the Treaty. The Employment Committee may call upon the Ad Hoc Group to prepare its deliberations.
2. Each Member State and the Commission will nominate one 'core' member to the Ad Hoc Group. In addition, Member States and the Commission can be represented at each meeting by a second 'rotating' Member (in function of the issue being discussed).
3. The Ad Hoc Group will be chaired by an elected vice-Chairperson of the Employment Committee. The Chairperson of the Ad Hoc Group will be appointed for a term of two years in line with his/her term as an elected vice-Chairperson of the Employment Committee.
4. The Ad Hoc Group will meet approximately four/five times a year as required by the Employment Committee.
5. The secretariat to the Ad Hoc Group and support to its Chair will be provided by the Support Team of the Employment Committee. The Support Team will assist the Chairperson in the preparation, organisation and follow-up of the meetings of the working group.
6. In line with its overall strategic role, the Employment Committee will approve the work programme of the Ad Hoc Group early in each year.
7. The outputs of the Ad Hoc Group shall be submitted to the Employment Committee. To this end, the Chairperson of the Ad Hoc Group shall report to the Employment Committee as required.
8. The key task of the Ad Hoc Group, under the delegated authority of the Employment Committee is to undertake certain elements of preparatory work (defined by the full Committee) on behalf of the Employment Committee. These will include *inter alia*:
  - i. Preparatory examination of the National Reform Programmes through thematic country reviews organised during the working year contributing to the annual Cambridge Review process;
  - ii. Bringing in-depth analytical work with sound results and collect the relevant information from the Member States, focused on providing fact-based argumentation and strategic policy orientation on EU policies in the field of employment, and;
  - iii. Based on the specific mandates from the Employment Committee preparing the drafts of opinion and/or discussion papers with a view of adoption by the full Committee and transmission to the EPSCO Council.