

MEETING OF THE THEMATIC NETWORK ON SIMPLIFICATION

Paris, Ministry for Employment, 27-28 October 2016

Minutes

IN BRIEF (text published on the Europa website)



With 24 Member States on board and two Directorate Generals of the European Commission (DG EMPL and DG BUDG) taking part in the meeting, the Thematic Network on Simplification led by Belgium Flanders, is now a key forum where ESF professionals can exchange their experience and views about the simplification of ESF management.

Hosted by the French Ministry for Employment in Paris, this 4th meeting

of the Network covered a vast agenda. The survey of practices related to simplified cost options supervised by the Czech representatives represents an unprecedented collection of choices made by Managing Authorities throughout Europe. Flat rates and standard scales of unit costs are widespread, while lump sums are rarer. Additional data will be collected on some specific aspects, and Member States that have not contributed yet are invited to join the survey.

The Network then discussed in more detail five uses of simplified cost options – for professional training of employees in the Czech Republic, the Swedish delegated act, the Flemish call for transnational projects, the lump sums set up in Finland and the unit costs linked to the Youth Guarantee in France.

The second session initially addressed legal harmonisation and gold plating, which is the imposition of extra administrative requirements and burdens on beneficiaries by ESIF national and sub-national authorities. The Finnish member presented the results of a survey on 'How the lack of legal harmonisation and gold plating can represent an obstacle for the wider and better use of SCOs', based on data from 13 countries. Next, France presented the clarifications it sees as needed on state aids (see important legal clarifications provided by DG EMPL). Lastly, Greece presented its experience on the voucher system.

A lot of progress has been made since the Network started to explore EU-level simplified cost options, jointly designed by the Commission and the Member States. In June, the Commission had proposed the adoption of a number of unit costs by Delegated Act under art. 14(1) of the ESF Regulation in order to set up optional simplified costs valid for all interested Managing Authorities. In Paris, DG EMPL commented on its note proposing to develop, by autumn 2017, EU-level simplified cost options in five areas: technical assistance, education, training for people in employment, training for unemployed people, and employment services – a single pathway to work.

The members of the Network have many more ideas for further common work, to be put in perspective with the work programme prepared by the thematic expert, Luca Santin.

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SHARED FILE REPOSITORY: (Google Drive)
<https://drive.google.com/open?id=0B6vn2n4LHrcKSzRtLU1SRDVOQjA>

ACTION POINTS



161027-28 TNSIMPL
Paris - expense form

- send the **expenses claim form** with the original invoices and boarding passes/tickets to ESF Transnational Platform – AEIDL, 260 Chaussée Saint-Pierre, 1040 Bruxelles BELGIUM (contact point: Aleksandra KOWALSKA



Reimbursements
2Feb16.docx

(ako@aeidl.eu). Reimbursement rules:

- **EU SCOs:** submit the template prepared by DG EMPL by Dec 15
- **Legal harmonisation and gold-plating:**
 - MS that have not yet sent their feedbacks are kindly invited to submit their templates by Dec 15
 - A short Survey report will be prepared by Jan 31
- **Map of SCO practices:** submit the extended templates by Dec 15
- **State Aid:** submit the templates by Jan 15

A detailed **WORK PLAN** with links to the relevant documents and templates is enclosed

NEXT MEETING:

In Madrid on 9-10 February 2017, hosted by the Spanish Ministry for Employment and Social Security.

Agenda and participants:



AGENDA 4TH
MEETING SIMPLIFICA



List of participants

(DAY 1)

1. WELCOME BY THE HOST MEMBER STATE

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By Franck Ollive, Deputy head of ESF department, Managing Authority for national OPs, Directorate for employment and vocational training, Ministry of labour, employment, vocational training and social dialogue, France



Franck Ollive welcomed all participants and emphasised the capacity of the Simplification Thematic Network to achieve highly useful operational results. He informed participants that his administration had created a dedicated IT tool to support the audit trail, and that France already submitted a number of simplification measures to the European Commission.

For the first time, the French regions took part in a meeting of the ESF Transnational Platform, thanks to the attendance of a representative from *Régions de France*, the association representing French regions at national level, and a representative of Aquitaine region.

1. AGENDA OF THE MEETING AND THE STATE OF PLAY OF THE TN

- **Introducing the activities and objectives of the meeting**
- **Brief update on what has been done so far in the Network**

By Louis Vervloet, General Director, Dept. of Work and Social Economy, Flanders (Belgium) and Luca Santin (Thematic Expert)

Presentation:



The Network is still growing, with participants from 24 Member States, and ESF Authorities from UK and IE now on board. Also, DG BUDG from the Commission is taking part for the first time.

With this 4th meeting, we intended to demonstrate that:

- the work of the network is based on concrete issues and ESF practices;
- we work not only on simplified cost options (SCOs) but also on a number of other points, in line with our mission to address the various dimensions of simplification;
- the Network is developing new connections at European level, and participants are strongly encouraged to develop discussions on these issues with other ESF entities in their country;
- we intend to innovate, notably by developing EU-level SCOs - a prospect that looked like science fiction until a few months ago.

SESSION I – MAP OF SCO PRACTICES

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3. Survey of SCO practices

- **Presentation of results of the survey based on the extended version of the template approved at the 3rd meeting (Task “C” of the TN’s work plan)**
By Věra Palowská (Ministry of Labour and Social Affairs, Czech Republic)



I.O. Survey on SCO practices CZ.pdf

From the 13 answers received so far, the conclusions concerning the types of SCOs used/considered are the following:

- flat rates are widespread, and direct costs, direct staff costs and indirect costs are defined in a very similar way among Managing Authorities;
- standard scales of unit costs are also widespread, alone or in combination with other SCOs;
- lump sums are used only in PL, FI and BE/Flanders, for small projects like feasibility studies, events or innovative projects. Yet lump sums can be used to cover the costs inherent in only a part of an operation, and staged payment based on milestones are possible.

The attached presentation details the various types of operations in which these different SCOs are used.

	Period 2007-2013: SCO in use	Period 2014 - 2020: SCO in consideration	Period 2014 - 2020 : SCO in use
Flat rate for financing indirect costs (max. 25 % of direct costs, max. 20 % in period 2007 - 2013)	BG, CZ, FI, FR, HU, LV, MA, PL, SK, ES, SI (11)	ES, SI (2)	CZ, FI, FR, HU, LV, MA, PL (7)
Flat rate for financing indirect costs (max. 15 % of direct staff costs),	---	SK, ES, SI, HR (4)	FI, FR, HU, LV, SE, SK, EE, HR (8)
Flat rate based on existing methods and corresponding rates for a similar type of operation and beneficiary	---	ES (1)	IT, LV, SK (3)
Flat rate financing (max. 40 % of eligible direct staff costs)	---	BG, CZ, SK, ES (4)	CZ, FI, FR, LV, MA, NL, SK, EE (8)
Standard scales of unit costs	CZ, LV, NL, PL, SK, ES, EE, SI (8)	BG, CZ, FR, LV, MA, NL, PL, SK, ES, EE (10)	CZ, FI, FR, HU, LV, MA, PL, SE, SK, EE, IT (11)
Lumps sums	FI, PL, SI (3)	LV, ES (2)	FI, PL (2)
Others	NL (1)		NL (1)

Note: 16 MS in total, no data for Italy for period 2007-2013 and for 2014-2020 – SCO in consideration

Next steps (by 15 December):

- fill in the template (for participants who have not yet done it);
- complete the extended template, now also collecting data on calculation methods and data source used;

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- share these results outside the Network and collect further information from ESF authorities that do not participate in the Network.

4. PRESENTING THE PRACTICES

- **Introducing a first group of 5 practices selected from those described the templates**

By the representatives from the MSs which have implemented the selected practices

The five practices presented come from BE, CZ, FI, FR and SE. They have been selected because of some of their key features as examples of implementation of SCOs.

4.1. CZ - professional training of employees



I.2. CZ further
education units_AS.p

Standard scale of unit costs for professional training of employees has been developed in the Czech Republic, as a way to alleviate the administrative work related to hundreds of small ESF projects on staff training. For a list of eligible courses, unit costs have been calculated on the basis of statistical data and market research. They cover one hour of training for one person, when participants have completed at least 70% of the course. Additionally, a flat rate of 19% of the direct costs covers the indirect costs. Payments are based on attendance sheets and certificates of completion. This SSUC has transformed the way the Managing Authority selects the projects (largely using numerical indicators, without external evaluators needed) and proceeds with the administrative verifications (descriptive parts have now disappeared from the templates to be filled in by beneficiaries).

4.2. SE - a delegated act



I.5 SETN
simplification okt 2016

SSUCs have been set up for wages (several classes) and participants' allowances. Indirect costs are covered at a 15% flat rate (but claimed outside the scope of the delegated act). But real costs are still used for other types of expenses, such as those related to monitoring and research.

Project promoters have welcomed the implementation of SCOs. Yet there is still some internal debate about possible over- or under-compensation of costs. Financial follow-up is still considered too heavy, but as the national Audit authority was involved from the start of this process, so far SE has had no audit issues.

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4.3. BE/Flanders - call for transnational projects



I.1. BE/FLANDERS
SCOCalltransnational

In Flanders, a lump sum of €15,000 is used in the call for proposals on transnationality, to cover the costs of the preparatory phase of the projects, in which project promoters look for partners and develop a common understanding of what the project should be. The amount of the lump sum was established following similar past experiences, and after validation by the Audit Authority (following a series of discussions). Beneficiaries are invited to calculate their real costs to get more benchmark material for the future. The payment is based on the delivery of a report, which must respect a pre-defined structure. Once the project has received a positive evaluation of its preparatory phase, other SCOs are used to pay for eligible costs.

4.4. FI - lumps sums



I.3. FI Lump sums in
Finland_JH.pdf

The use of lump sums is possible for projects benefiting from max. €100,000 of public funding and whose results can be clearly defined. The fair, equitable, verifiable calculation method is a combination of the draft budget presented by the applicant and statistical / historical data / other objective information. The calculation method, amount of the lump sum, expected results and conditions for payment of the grant are enforced in the project financing decision by the IB.

4.5. FR - Youth Guarantee



I.4. FR PPT sur la
GJ.pdf

The French Youth Guarantee consists of a 12-month programme for NEETs. It combines advice and coaching (delivered by *Missions locales*) with an allowance (up to €471/month). Its budget is 400 M€ including 96M€ from the EU. France wanted to get a Commission delegated act in order to enhance the legal certainty and change the focus towards results.

The SSUC is defined as the cost for 1 participant in a 12-month programme, covering all costs (training €1,600/year + allowance €2,000/year). EU payments are based on evidence of full participation and 4 indicators of results. Beneficiaries are reimbursed on the basis of different rules.

The main difficulties have come from the following conditions: the proof of residence for the NEETs and 80 days of work experience.

5. WORLD CAFÉ ON SCO PRACTICES

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- **Participants learned about the practices and shared their experiences and points of view on the concrete implementation of SCOs. MSs were divided into small groups and a “table” was set up around each practice.**

Group discussion

The groups which discussed the 5 presentations identified the following points as noteworthy:

- **CZ:**
 - Five proposals from internet (market survey) could be enough data on which to calculate the unit cost
 - Process-based SCOs could mean less motivation for results
 - Checking each hour of training is burdensome
 - Attendance records problems: 70%-2/3-day course of employed is ok
- **SE:**
 - The choice of using the SCOs came from the similarities of the projects they used to finance during the previous period
 - Need to have the stakeholders on board
 - The adoption of SCO could require changes in National Legislation
 - Best to have SCO based on 14(1)
 - Don't mix Art. 14(1) with Art. 67(5)b or Art 68(1)b (audit trail stays!)
- **BE:**
 - The lump sum can be paid for a preparatory phase even if the proposal does not reach the next phase (i.e. is not selected by the MA)
 - The Audit Authority was involved
 - Work in partnership with the Commission and the beneficiaries
 - Easier to define and achieve results when you have result-based approach (i.e. focussing more on the result, rather than on how it is achieved)
 - When going for DA under 14(1), better to link the results to programme indicators (so the EU-level SCOs should be linked to the common ESF indicators)
- **FI:**
 - Using the lump sum to achieve the results and not focus on the way the beneficiary achieves the results
 - The method creates a risk if no clear benchmark is set to assess the costs
 - Better not to use them for training courses
 - A common assessment method has to be developed for the budget, based on the principle of sound financial management
 - Higher risk and legal uncertainty in the absence of clear benchmarks for costs
 - Milestones could be identified with linked staged payments to reduce the impact of a binary approach

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- FR:
 - Verifying the 80 days of work experience can be difficult
 - The safest way to do simplification is to base it on a scheme already financed at national level
 - Linking the DA under Art. 14(1) to national legislation is a good option

Possible developments for the next meeting: more time given to interact, discussing draft budgets, discussion on the participants' own programmes, discussion on lump sums and milestones.

The Commission gave the following clarifications: lump sums are most suitable to simple or one-off actions with a single output. Although payment can be binary, it is possible to build in staged payments based on milestones. Outputs should be clearly defined and any elements that would be subject to interpretation should be left outside the scope of a lump sum. If you want a lump sum, do not go for a process-based approach, go for results, deliverables. But you can still establish quality criteria (e.g. in reports: number of pages, degree of detail etc.).

Session II – Sub-themes

6. LEGAL HARMONISATION AND GOLD-PLATING

- **Results of the survey on "How can the lack of legal harmonisation and gold plating represents an obstacle for the wider and better use of SCOs" (Task D of the TN's work plan)**

By Jenni Hyvärinen, Ministry of Employment and Economy, Finland



II.1 FI Legal
Harmonization_Gold F

Gold-plating consists of the imposition of extra administrative requirements and burdens on beneficiaries by ESIF national and sub-national authorities, which goes beyond the requirements of the EU legislation. However, not every national legislation should be considered as gold-plating.

The survey carried out by FI on the **impact of gold-plating on SCOs** has explored four aspects: issues, solutions, recommendations at MS level, and recommendations for the EU. The preliminary key findings are based on feedback from 13 countries. In short (see the presentation for further details):

- Issues: evidence of real cost still required in some cases; demand driven indirect gold-plating;
- Solutions: change rules, strengthen coordination, mandatory use of SCOs, hierarchy between rules, standards, capacity building actions for beneficiaries, communication with AAs;

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- Recommendations to countries: improve harmonisation, strengthen coordination, national methodologies, encourage use and explain advantages to beneficiaries, common control and audit approach, ex-ante validation by national auditors;
- Recommendations to the EU: better guidance (incl. public procurement, more precise definitions, thresholds), EU-level SCOs, more off-the-shelf rates, revision of flat rates, rules optimisation, harmonised approach (e.g. among different funds).

Next steps:

- comment on these key findings
- send new templates by Dec 15
- finalise the survey
- an in-depth analysis of selected issues.

7. INTRODUCING NEW SUB-THEMES FOR THE TN

7.1. • State Aids (introduced by France)



The legal definition of state aid is broad: any advantage in any form whatsoever conferred on a selective basis to undertakings by national public authorities. As a result, in France, a large majority of ESF co-financed activities fall under the scope of state aid rules.

State aid legislation is thus considered as not aligned with the ESF regulations. This also leads to complex management verifications. State aid granted to an undertaking is passed on to other undertakings (the end users of an operation can be several dozen, and the Managing Authority has no contractual relations with them). Some state aid schemes require checking real costs, which appear to go against the principle of SCOs.

That is why the French participant proposes to the members of the Network to share state aid practices, with a view to identifying issues. A template will be circulated. Members of the Network agree that clarification is needed.

In response, the Commission mentions that, first, de minimis operations are not considered to be State aid and, secondly, the amount of SCOs can be used to verify compliance with state aid rules (i.e the SCO amount can be taken as the 'real cost' to verify compliance with State aid rules). Detailed information is provided in the following Commission documents:



106 EMPL_FR_SCOs State aid.doc



107 EMPL_SCO_Stat e Aid_Flat Rates.doc



108 EMPL_SCO_Stat e Aid_Flat rates.doc

7.2. • Vouchers (introduced by Greece)



II.3 GR TN
Simplification Vouche

Vouchers are predefined amounts to buy specific services from a provider freely chosen. Like SCOs, they alleviate the administrative burden. Greece has used them since 2009 - currently for vocational training, certification of skills acquired, and child-care (day nurseries). Since they enable citizens to choose their providers, they are an incentive to upgrade the quality of the services delivered. This year for the first time, parents can choose which day nursery to use.

Flanders also uses vouchers, for training and a number of other services. The management of the voucher system has been procured from an external private organisation.

The Commission clarified that state aid rules do apply to vouchers: the money is given to a customer instead of a provider, but the control goes until the end user.

Session III – Developing the TN

8. CO-PLANNING THE NEXT TN MEETINGS AND ACTIONS:

Participants discussed activities for the next 18 months in small groups:

- a meeting with the Auditors
- Practical implementation of Art. 14(1)
- National Networks.

Many other topics were also suggested:

- designation audit: make the process easier
- draft budget: how to use it?
- eligibility of projects in terms of geographical location
- how to involve AAs in making SCOs (use their annual meetings with the EC - they have constantly been encouraged to get involved in ex-ante assessments – or rather set up a steering committee?). EU Guidelines for audit
- focus more on detailed practices

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- present national methodologies to identify MSs with similar cases (specialised 3-day seminars)
- changes in EU regulations: share ideas on simplification aspects
- auditors: start with presentation of what SCOs mean and imply, to inform them on situation in other MSs (limit: the auditors might assess ex-ante, but never develop them) ("I'm not asking you to share responsibility, but please be aware of what we are developing")
- develop a form on plans related to 14(1), so that other members, as peers, can react at an early stage
- use the last hour of the TN meetings for bilateral discussions
- practical examples of SCOs, to get the same SCOs for different OPs
- types of errors faced
- different understandings in a given MS among MAs and between MAs and AAs - heterogeneous implementation
- SCOs for unemployed - attendance risk
- how to develop lump sums in a clever way - target group is very important
- publicity - requirements imposed for publicity by the beneficiary (logo on website etc. for funding by ESF) - what reasonable effort is, since not all products ever have logo.
- requirements for documentation for SCOs as draft budgets
- share opinions with internal (national) auditors
- more info on delegated acts already in place (background)
- EU-level SCOs: subgroups for different priority areas
- fewer topics but discuss in more detail to get answers
- case studies
- discuss the omnibus
- assessment methods for draft budgets.

(DAY 2)

Session IV – EU Level SCOs

Luca Santin recapitulated what has been done so far:

Step "0" - Identify the need

Step 1 - Process design & survey

Step 2 - First proposals (and data) from MSs

Step 3 - Definitions and selection

Step 4 - Draft proposal

He also drew the attention on the main challenges on the way.

Details are attached:



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9. EU Level SCOs: designing the scope of the system

- Selecting the first subset of areas and sub-areas
- Defining the overall features of the SCO system (types of costs, types of SCOs)

10. EU Level SCOs: planning the development of the calculation methodology

- How to collect and process data
- Methodological approaches for the development of the calculation methodology

Joint planning facilitated by EC representatives

Following up the discussion during the previous meeting in Rome last July, the Commission had circulated the following note before the meeting:



This note proposes to develop EU-level SCOs in five areas:

- ESF Technical Assistance
- Education
- Training for people in employment
- Training for unemployed people
- Employment services – A Single Pathway to Work.

1/ ESF technical assistance

The COM is proposing to set up a simplified cost for technical assistance based on article 14(1) of the ESF Regulation. The calculation will rely on historical data, namely the final declarations of expenses for 2007-2013, which will include detailed data for all MS on technical assistance expenditure incurred as a proportion of total expenditure declared. This should represent a real simplification with immediate impact on the administrative burden.

Discussions with the participants led to the following clarifications and identification of elements to consider:

- TA could take the form of a lump sum (e.g. €40,000 for 1M€ of expenditure declared) – since article 14(1) does not allow flat rates
- The method will work regardless of how technical assistance is set in the OPs. Every OP for which TA matters, even when its budget is in another OP, will be taken into account.
- COM to consider how to cater for MS where TA is allocated both within an OP and to a separate OP at the same time.

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- The COM will examine whether the lump sum could be based on a combination of ESF and ERDF, with rates per country.
- The methodology envisaged clearly relies on the assumption that MSs declare their real expenditure without capping it. A real expenditure beyond the legal ceiling of 4% would lead to a lump sum of €40,000 for 1 M€. A full absorption of TA budgets will clearly put MSs in a better position. With around 500 programmes for all funds combined for 2007-2013, it would be difficult to add updated information.
- This innovation will not be detrimental to any MS in any case, since this EU-level SCO will be optional. MSs could always claim their real costs.
- Given the closure of accounts on 31 March for ESF and ERDF, the delegated act should be adopted by the autumn 2017.
- Meanwhile, MSs can declare TA expenditure as they already do. Once the DA is adopted, they could replace the amounts by the lump sum. But this has to happen before the rendering of accounts.
- MS which have historically spent more than 4% on TA, for example 7% could be able to receive a lump sum equivalent to 7% TA per submitted payment claim, until they hit the ceiling of 4% of all ESI funds (or amount mentioned in OP). This could constitute an element of frontloading. Unlike a flat rate, a financial correction to expenditure declared to the COM would have no effect on the lump sum amount of TA paid to the Member State.
- A specific calculation will be prepared for Croatia, since ESF and ERDF do not exist for 2007-2013 and the closure occurs one year later.

2/ Education

The Commission had already presented a methodology during the previous meeting. The unit cost should be available by the end of the year, allowing the delegated act to be adopted in May 2017. As the Commission intends to use Eurostat data, it should be consensual. But MSs that consider these data do not fit are invited to get in touch with DG EMPL and submit alternative data (NB since the meeting in Paris the COM has revised the amounts based on analysis and this will be communicated to TNC member separately). DG EMPL is also ready to answer questions from education ministries.

Unit costs per student will cover all costs, including the indirect ones. This simplified cost will not cover childcare facilities, but could be applied to kindergartens.

It could be based on three headcounts - dates to be defined depending on what is nationally relevant, not on attendance sheets. Using only two headcounts would be possible, but would negatively affect the financial flow (the funding not paid at the start could in this case be paid once the full operation is complete).

The audit trail will be defined in the fiche, and might consist of proof of enrolment in education, two or three headcounts.

Microdata for participants in ESF operations (the students) will have to be collected in the context of reporting on common indicators .

If the person is there, you get the payment. Only if he/she drops out, you cannot claim payment. Once the milestone is reached, it is achieved. Payments based on milestones are final payments, not advances.

3/ Training for people in employment

The note distinguishes between certified and non-certified training. We could develop a rate as follows - regardless of what training you do:

Average salary of a worker is x, average rate of consultant is y, this gives a rate per day per worker. 40% would be added for other costs to this direct salary/freelance cost.

Companies are interested in financial contributions but do the training anyway. What matters to them is avoiding red tape. Therefore it should be kept as simple as possible so that companies are willing to use it.

The unit cost would also take into consideration more specific types of training, such as specialised training for civil servants, whose cost varies a lot, and on-the-job training. Nevertheless, DG EMPL is reluctant to develop various unit costs, since this would require additional definitions and need for checking during audits. Generally speaking, the more you differentiate the more questions you trigger. And it would not be possible to define all types of existing and future training schemes. A risk to be avoided is using the unit cost for cheap training courses and not using it for the expensive ones.

With such a unit cost, the audit trail is no longer complicated: participant records (attendance OR deliverable) x unit costs (defined at EU level, VAT excl.).

The EC will first share a methodology, before a unit cost specific to each MS. It would be an illusion to have data from all MSs, so EMPL intends to use a sample of a dozen countries, to be used for countries for which information is not available, with coefficients. The more data we can collect, the better the outcome will be. The quicker we get the data we quicker it will be developed.

4/ Training for unemployed and 5/ Employment services – a single pathway to work

The proposal is to make a rate for a pathway broken down into milestones (not more than 4 or 5). Defining one rate from intake to job placement will be challenging. For counselling activities, given that a counsellor can only deal with a limited number of people at the same time, we could use the salary amount and add 40% of indirect costs to get a rate per opened file for a person. For training, we can use historical data or data from PES to calculate the average price of training. It would be much better to work on the basis of data from PES, which are already verified.

The difference between the areas 4 and 5 is that employment services *may* have a training element included, while training for unemployment is only about training. In the pathway the training element will be easier to define (most PESs are able to define a training cost) than the other elements.

The intention is to take all costs into consideration, not only the internal ones. So, if public procurement is used, this cost can be considered for the calculation of the unit cost.

The pathway is proposed to be result oriented – using the immediate result indicators among the ESF common indicators - and incentivise people to get into a job. By how much has to be discussed together.

There is a risk of ‘creaming’, namely of selecting those trainees who are the most likely to get a job. But this can be counterbalanced in the selection criteria (e.g. training targeted to the LTU).

Also, a system that has a job element in it, a result, has to be fair, so has to be based on an immediate result (not 6 months after).

To keep the audit trail as simple as possible, certificates could be used as evidence of completion for certified training.

A calculation could be: all the costs for training incurred during a year divided by successful outputs.

Participants from HR, SK, IE, LT, BG, ES, FR (Aquitaine) and PL were confident of being able to provide the data needed. EE highlighted the need to link the bills with the number of participants, which cannot be done automatically. DG EMPL’s intention is to consider the PES accounting system without differentiating between EU and national funding. If the expenses cover counselling and not only training, a share key will have to be determined.

Session V – Other tasks and wrap-up

11. Other tasks and activities

• Reporting & Indicators (Task “A” of the TN’s work plan coordinated by Belgium Flanders)

The following presentation had been prepared:



20161028-reporting
and indicators.pdf

12. Wrap-up and plan

- Follow-up on the ideas and proposals from the MSs
- Recap of the main decisions, ideas and proposals
- Timetable for 2017 (meetings and activities)

Luca Santin presented:

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EC’s validation: (name, date) Colin BYRNE

Reviewers: Toby JOHNSON, Luca SANTIN

- **the key outcomes of the session “co-planning the TN Meetings and activities”:**



III.1 CO-PLANNING_ quick debrief

- **the draft version TN work plan for the next months (final version – with all templates - enclosed)**

All presentations and available documents will be uploaded onto the TN's shared Google Drive folder. When a library is available on the ESF Transnational Platform's website (<http://ec.europa.eu/esf/transnationality/>), the files currently on Google Drive will be migrated there.

Participants asked for a detailed contact list of all the members of the Network. The list will be uploaded onto the Google Drive folder, as well.

They also expressed interest in sharing background documents related to SCOs, even in national languages (methodologies, guidelines for applicants, etc.).

The next (5th) Meeting of the ESF Simplification TN will be held on 9-10 February 2017.

ESF THEMATIC NETWORK (TN) ON SIMPLIFICATION
TN's WORK PLAN

TASK 1: EU LEVEL SCOs (Coordinated by: Belgium Flanders)

ACTIONS:

1.A – SHORT SURVEY ON THE TYPE OF DATA AVAILABLE IN THE MEMBER STATES

Object:	The Purpose of this short survey is to collect information on the type of data which is available in the Member States to support the types of SCOs which were outlined at TNC on Simplification in Paris in October 2016. MS are kindly invited to submit their templates by e-mail to: louis.vervloet@esf.vlaanderen.be ; lucasantin@libero.it
Who is involved:	All Member States
Deadline:	December 15, 2016
<u>Template</u>	 COM data form - EU level SCOs final.docx

Related documents:	
Note on “EU Level SCOs: State of Play” (prepared by DG EMPL)	 State of play EU level SCOs - November

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TASK 2: LEGAL HARMONIZATION - GOLD PLATING (Coordinated by: Finland)

ACTIONS:

2.A – COMPLETING THE SURVEY ON "HOW CAN THE LACK OF LEGAL HARMONISATION AND GOLD PLATING REPRESENT AN OBSTACLE FOR THE WIDER AND BETTER USE OF SCOS"

Object:	MS that have not yet sent their feedbacks are kindly invited to submit their templates by e-mail to: jenni.hyvarinen@tem.fi ; lucasantin@libero.it
Who is involved:	EL - HR - LT - LU - LV - NL – RO – IE - UK (and all MS that would like to revise/integrate the templates already submitted)
Deadline:	December 15, 2016
Template	 Template on Leg Harmonization and Gc

Related documents:	
Templates already submitted by MS	 MS TEMPLATES_OCT 2016
Preliminary key findings	 PRELIMINARY KEY FINDINGS _ OCT 201

2.B – DRAFTING A SHORT SURVEY REPORT

Object:	A short report will be drafted to systematize the feedbacks from the MS and support an in depth analysis of a selected number of issues and solutions (to be discussed at the next meeting)
Who is involved:	Coordinating MS (FI) & Thematic Expert
Deadline:	January 31, 2017

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TASK 3: MAPS OF SCO PRACTICES (Coordinated by: Czech Republic)

ACTIONS:

3.A – DEVELOPING THE MAP OF SCO PRACTICES (EXTENDED TEMPLATE – REV 3.)

Object:	MS are invited to submit the "extended version" of the template approved at the 4th Meeting (Template Rev. 3 – just 1 column added) by e-mail to: vera.palowska@mpsv.cz ; adam.severyn@mpsv.cz ; Iva.Sotolarova@mpsv.cz ; lucasantin@libero.it
Who is involved:	All Member States
Deadline:	December 15, 2016
<u>Template</u>	 Use of SCO_extended_temp

Related documents:	
Example: how to fill in the Template (by CZ)	 EXAMPLE CZ_Use of SCO_extended_temp
Templates (previous version) already submitted by MS	 MAPS OF PRACTICES REV 2
Overview of the map of SCOs presented at the 4 th Meeting	 I.0. Survey on SCO practices CZ

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EC's validation: (name, date) Colin BYRNE

TASK 4: STATE AID (Coordinated by: France)

ACTIONS:

4.A – COLLECTING INFORMATION ON STATE AID PRACTICES IN THE MS

Object:	MS are kindly invited to return the template, prepared by FR, on “State Aid Rules and ESF projects” by e-mail to: annabelle.KARGL@emploi.gouv.fr ; alice.chonik@emploi.gouv.fr ; lucasantin@libero.it
Who is involved:	All Member States
Deadline:	January 15, 2017
<u>Template</u>	 State aid template REV 3

Related documents:	
Introduction to the State Aid Task	 II.2 FR State Aid _Aides d'Etat
Interpretation Q&A on State Aid	   108_EMPL_SCO_Stat e Aid_Flat rates.doc 107_EMPL_SCO_Stat e Aid_Flat Rates.doc 106 EMPL_FR_SCOs State aid.doc

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