

Moving Europe towards a
sustainable and safe railway
system without frontiers.

DECISION n° 330

of the Management Board of the European Union Agency for Railways amending the Single Programming Document 2023 (amendment n°3)

THE MANAGEMENT BOARD OF THE EUROPEAN UNION AGENCY FOR RAILWAYS,

Having regard to Regulation (EU) N° 2016/796 of the European Parliament and the Council of 11 May 2016 on the European Union Agency for Railways (hereinafter referred to as "the Agency") and repealing Regulation (EC) No 881/2004 (hereinafter called "the Regulation"), and in particular Article 51(1)(b) and 52(4) thereof,

Having regard to Decision n° 310 of the Management Board adopting the Single Programming Document 2023 and to any subsequent amendments adopted,

Having regard to Decision n° 206 of the Management Board adopting the new ERA financial regulation,

Having regard to Decision n° 317 of the Management Board on delegating powers to the Executive Director to adopt non-substantial amendments to the Single Programming Document and repealing Decision n° 289,

HAS DECIDED AS FOLLOWS:

Article 1

The text in the Annex to MB Decision n° 310 of the Management Board adopting the Single Programming Document 2023, as amended by MB Decisions n° 325 and n° 328, is further amended with the substantial changes listed in the Annex to this decision.

Article 2

This decision shall enter into force on the day following that of its adoption. It will be published on the Agency's website.

For the Management Board

Clio LIÉGEOIS
The Chairwoman

Annex: SPD 2023 substantial amendments #3

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Annex: SPD 2023 substantial amendments #3

1. Substantial amendments of the SPD 2023 multi-annual narrative and annexes

#	Description of the amendment	Justification for amendment	SPD section	Substantial criteria (MB Decision n°317 Art.2)
1	<p>Amendment of KPI #4 and its target under Strategic Statement 8:</p> <p>% Increase of the output achievement rate compared to the previous year</p> <p>Target: ≥10%</p> <p>Achievement rate</p> <p>Target: Increase of the output achievement rate compared to the previous year</p>	<p>As the achievement rate is already high (~80%), it is more meaningful and realistic to aim for an increasing trend.</p>	<p>Multi-annual programming 2023-2025</p>	<p>amendment of the multiannual work programme</p>
2	<p>Amendment of Annex XI “Plan for grant, contribution, or service-level agreements”.</p> <p>The Agency will add the newly awarded Contribution Agreement from the European Commission, DG REFORM on “Technical support on the deployment of the European Rail Traffic Management System (ERTMS) in Greece.</p> <p>This contribution agreement amounts to 250,000 EUR and lasts for three months. No FTE is foreseen in this contribution agreement. The precise starting date of the contribution agreement will be filled in as soon as the information will have been received by the Agency from DG REFORM.</p> <p>This amendment will also be reflected in all relevant tables which include “grants, contribution, or service level agreements” details.</p>	<p>The SPD needs to reflect the recently awarded Contribution Agreement and ensure its annex XI reflects the agreements the Agency has in place.</p>	<p>Annex XI</p>	<p>amendment of the overall financial and human resource planning with a direct connection to or impact on the EU budgetary procedure</p>
3	<p>Amendment of Annex XI “Plan for grant, contribution, or service-level agreements”.</p> <p>The Agency will add the Contribution Agreement from the European Commission <i>Pilot project – Single European Railway Area – Prototype Corridor Munich-Verona</i>. This pilot project will support the generation of knowledge and invaluable lessons with the goal of accelerating the completion of the Single European Railway Area, in particular for the Rhine Alpine rail corridor between Munich and Verona.</p>	<p>The SPD needs to reflect the new Contribution Agreement and ensure its annex XI reflects the agreements the Agency has in place.</p>	<p>Annex XI</p>	<p>amendment of the overall financial and human resource planning with a direct connection to or impact on the EU budgetary procedure</p>

<p>This contribution agreement is foreseen at the moment for 790,500 EUR and will last until the end of 2025. No FTE is provisioned in the contribution agreement.</p> <p>The final budget and starting date will be added to the SPD as soon as the agreement will have been signed by both parties.</p> <p>This amendment will also be reflected in all relevant tables which include “grants, contribution, or service level agreements” details.</p>			
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2. Substantial amendments of the SPD 2023 outputs, indicators and/or targets

#	ERA project Code	Project Name	Output indicator in adopted SPD	Output target in adopted SPD	SAP	Amendment type	Proposed new output indicator	Proposed new output target	Justification for amendment	Substantial criteria (MB n°317 Art.2)
15	ERA1150	EU Med Rail	Contribution to the monitoring of the regional transport action plan 2021-2027 presentations / reports	2		Amend existing Indicator/Target	Contribution to the Results Reporting exercise managed by the European Commission and Completion of the logical framework matrix	2	The monitoring process for the Regional Transport action Plan 2021-2027 has not officially started yet and it will not until September. For this reason and considering other different requests from the EC, it is necessary to modify the indicator "Contribution to the monitoring of the regional transport action plan 2021-2027 presentations / reports" by Contribution to the Results Reporting exercise managed by the European Commission and Completion of the logical framework matrix	amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)
16	ERA1150	EU Med Rail	Number of national dissemination / training activities	4		Delete existing Indicator/Target			Revision of the number of activities (target) organised at regional and bilateral national level from 4 to 3 activities respectively. The project team needs to work on the preparation of the new grant and therefore needs to devote some additional time to the next programming period. The outreach effect is however maintained with the increase of the target for the indicator "No. of meetings / events organised by the Agency, where experts from the region attend" with target increased from "3" to "4" (non-substantial amendment)	amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)

17	ERA1156	Organisational strategic programming, monitoring and reporting				Add Indicator Target	New and	% of full time administrative equivalent work streamlined through efficiency gains	min 5% per year	New indicator is proposed to reflect the work being conducted on the implementation of the SAP action plan.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
18	ERA1156	Organisational strategic programming, monitoring and reporting				Add Indicator Target	New and	% of SAP vacancies filled considering budget constraints	75%	New indicator is proposed to reflect the work being conducted on the implementation of the SAP action plan.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
19	ERA1156	Organisational strategic programming, monitoring and reporting				Add Indicator Target	New and	% of SAP indicators/ targets for year N+1 on policy priority areas included and resourced in adopted SPD N+1	100%	New indicator is proposed to reflect the work being conducted on the implementation of the SAP action plan.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
20	ERA1156	Organisational strategic programming, monitoring and reporting				Add Indicator Target	New and	Topics for which the SAP Task Force made progress: 1. workload analysis and process leaning, 2. matrix and portfolio management review, 3. training and capacity building, 4. budget, 5. synergies	Progress made for all topics	New indicator is proposed to reflect the work being conducted on the implementation of the SAP action plan.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
21	ERA1235	Better together at ERA				Add Indicator Target	New and	Coordination meetings with change champions	4	New indicator is proposed to reflect the work being conducted on the implementation of the BT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
22	ERA1235	Better together at ERA				Add Indicator Target	New and	Dissemination of BT priority enablers	2 information sessions on progress for staff (GA). Progress updates to EB via EB strategic calendar	New indicator is proposed to reflect the work being conducted on the implementation of the BT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
23	ERA1235	Better together at ERA				Add Indicator Target	New and	Remaining enabler attributes - development of content	Content of 6 thinktank session prepared	New indicator is proposed to reflect the work being conducted on the implementation of the BT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
24	ERA1235	Better together at ERA				Add Indicator Target	New and	Remaining enabler attributes - dissemination	6 thinktank sessions scheduled and presented to volunteers.	New indicator is proposed to reflect the work being conducted on the implementation of the BT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD

								Results of thinktank sessions presented to staff.		
25	ERA1235	Better together at ERA				Add New and Indicator Target	Remaining enabler attributes – priority work packages	(new) priority work packages defined	New indicator is proposed to reflect the work being conducted on the implementation of the BT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
26	ERA1235	Better together at ERA	Change plan updated with the last 6 work packages	Implementation of the change plan		Delete existing Indicator/Target			Indicator is proposed to be replaced by the set of new indicators above.	amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)
27	ERA1223	Women in Transport				Add New and Indicator Target	Speed networking sessions	2nd round of sessions organised	New indicator is proposed to reflect the work being conducted on the implementation of the WiT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
28	ERA1223	Women in Transport				Add New and Indicator Target	Thematic session WiT with the Agency’s management team	Organised	New indicator is proposed to reflect the work being conducted on the implementation of the WiT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
29	ERA1223	Women in Transport				Add New and Indicator Target	Webinar on WiT	Organised	New indicator is proposed to reflect the work being conducted on the implementation of the WiT strategy.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
30	ERA1223	Women in Transport	Publication of theses/dissertations and possibly traineeship at ERA	1		Delete existing Indicator/Target			Indicator is proposed to be replaced by the set of new indicators above.	amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)
31	ERA1158	Internal Management and Control System	Agency's processes management - % of Agency processes revised in line with the ICF and leaning objectives	20%		Amend existing Indicator/Target	Agency's processes management – Agency's processes revised in line with the ICF and SAP leaning objectives – pilot phase	3	The output indicator and target are modified to be fully aligned with the SAP progress of work, specifically for the sub-topics workload analysis and process leaning. As per the SAP work planning, the Agency will develop the methodology for the workload analysis and process leaning in 2023 and will apply it to a selection of 3 processes, which are considered the most relevant for the exercise and which have been selected collectively at the level of the task force. Once the methodology is tested and	amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)

									validated with these pilot processes, it will be mainstreamed to all Agency processes starting 2024, ideally with the support of a specialised contractor.	
32	ERA1158	Internal Management and Control System	Financial verification_ Residual error rate following ex-post control	≤2%		Delete existing Indicator/Target			<p>This indicator was taken over from the previous years, when part of the Agency's financial transactions did not undergo an ex ante check, and an ex-post check had to be performed on a sample basis. Currently, this is actually fully covered by the ex-ante verification performed for all the Agency's financial transactions in the financial system (SUMMA). While very effective (100% transactions covered with an ex-ante check), this activity is time consuming and might be disproportionate to the risks.</p> <p>The Agency is in the course of revising and updating its manual of financial procedures, also reflecting the new financial system, including its ex-post control strategy with respect to the financial transactions. The Agency's objectives and scope of any ex-post control strategy will be clarified with the updated manual by the end of 2023 and any potential new indicator linked to ex post control will be reflected starting SPD 2024.</p>	amendment of an output indicator and/or target by making it significantly "easier" (i.e. the Agency needs to deliver less, slower, etc.)
33	ERA1161	Online corporate communication				Add New and Indicator Target	Implementation of changes on the Agency's website	quarterly	The Agency is proposing this new indicator due to a higher-than-expected workload in this area. This indicator will help track and manage the progress of ERA website updates and modifications, ensuring that it remains current and aligned with our goals.	adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
34	ERA1161	Online corporate communication	Community management strategy	Developed by end of December 2023		Delete existing Indicator/Target			After careful evaluation of our resources and priorities, we have decided to discontinue this indicator to better focus on essential tasks, such as implementation of changes on the ERA website that takes more time than initially expected. This decision is aimed at optimising our efficiency and ensuring that our resources are not dispersed (see also proposal for new indicator to be added under ERA1161).	amendment of an output indicator and/or target by making it significantly "easier" (i.e. the Agency needs to deliver less, slower, etc.)

35	ERA1226	Registers Operation and Development	RINF handover	By end of December 2023		Delete existing Indicator/Target				Since the registers team and Interoperable data teams are working under the same unit, it is not needed anymore to handover the RINF application developments.	amendment of an output indicator and/or target by making it significantly "easier" (i.e. the Agency needs to deliver less, slower, etc.)
36	ERA1227	Interoperable data	Handover to Registers team	By end of December 2023		Delete existing Indicator/Target				Since the registers team and Interoperable data teams are working under the same unit, it is not needed anymore to handover the RINF application developments.	amendment of an output indicator and/or target by making it significantly "easier" (i.e. the Agency needs to deliver less, slower, etc.)
37	ERA-PRG-006	National Technical Rules management				Add New Indicator and Target	Examination of notified national rules for vehicle authorisation	100% of notified NRs assessed according to Art 25 and 26 of ERA Regulation	Proposal to add indicator for ongoing activities for national rules for vehicle authorisation.		adding a new output indicator and/or target that entails tasks previously not foreseen by the SPD
38	ERA1218	Manage ERTMS long term evolution	CCS TSI maintenance and operational activities for CCS Framework	publication of CCS TSI application guide end 2023		Delete existing Indicator/Target				The later than foreseen finalisation of the CCS Vote in RISC and the assessment of ETCS in Greece has and will take resources from the ERTMS unit that were foreseen to work on this activity. Therefore it is proposed to delete this indicator and target in SPD2023 and to include the indicator and target in SPD2024.	amendment of an output indicator and/or target by making it significantly "easier" (i.e. the Agency needs to deliver less, slower, etc.)
39	ERA REC 129	Manage Radio Communication Evolution	CCS TSI Application Guide specific part for Radio: publication of the Guide with updates in line with the CCS TSI 2022	Q4 2023		Delete existing Indicator/Target				The later than foreseen finalisation of the CCS Vote in RISC and the assessment of ETCS in Greece has and will take resources from the ERTMS unit that were foreseen to work on this activity. Therefore it is proposed to delete this indicator and target in SPD2023 and to include the indicator and target in SPD2024.	amendment of an output indicator and/or target by making it significantly "easier" (i.e. the Agency needs to deliver less, slower, etc.)
40	ERA1237	Revision of Document Management and Archiving	Production environment of ARES put in place Internal coordination on ARES implementation within the Agency	Q1		Delete existing Indicator/Target				The Agency has made the necessary preparatory steps and provided SecGen with the requested information. The test environment is not yet open to the Agency so it is likely that the migration to the production environment will only occur in Q1 2024. The indicator is recorded accordingly in the SPD 2024 draft.	amendment of an output indicator and/or target by making it significantly "easier" (i.e. the Agency needs to deliver less, slower, etc.)

41	000MRA113 8	NoBo monitoring	No. of audits performed per year	15		Amend existing Indicator/Target		12	<p>The Agency has already carried out 8 NoBo audits in the first semester of 2023. However, some unexpected staff unavailability makes necessary to amend the target:</p> <ul style="list-style-type: none"> ▪ <i>re-direction of staff originally allocated to NoBo monitoring, to NSA Monitoring, for which the time deployment is higher than initially planned, taking into account the full scope as per the second cycle requirements</i> ▪ <i>Staff originally planned on NoBo monitoring not fully available in the second part of the year, including due to long term absences.</i> 	amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)
42	ERA1246	TSI implementation	Monitoring and facilitating the TSI implementation	Drafting implementation template finalised		Delete existing Indicator/Target			<p>The vision document on fixed installation TSI implementation concluded that the drafting of implementation templates to support NIPs is not a priority.</p> <p>The implementation plans are required in the TSIs, while the to date the latter are not published. The indicator is therefore not aligned to the current reality, which requires time for the NIPs to be prepared after the TSIs are published.</p> <p>The Agency will remain available to support national implementation in 2024.</p>	Amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)
43	ERA1246	TSI implementation	Monitoring and facilitating the TSI implementation	MS implementation study developed		Amend existing Indicator/Target		Vision on Fixed installation TSI development	<p>The implementation plans are required in the TSIs, while the to date the latter are not published. While awaiting for the publication of the TSIs and the consequent drafting of the National Implementation Plans by the Member States, the Agency has in the meantime drafted a vision on Fixed Installations TSI.</p>	Amendment of an output indicator and/or target by making it significantly “easier” (i.e. the Agency needs to deliver less, slower, etc.)

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3. Substantial amendments of the SPD 2023 procurement plan

3.1. Amendments to be made

3.1.1 Satellite for rail conference in Madrid

Title	Description	Date	Market ceiling	Type of Contract
Satellite for rail conference in Madrid	Organisation of the Satellite for rail conference in Madrid on 13 & 14th September 2023.	Q3 (August 2023)	18 000€	Direct contract

At the end of July 2023 the Agency identified an urgent need to organise a procurement for the Satellite for Rail conference to take place on 13 and 14 September. This event, which the Agency will co-organize with EURail and EUSPA, is outlined in the Communication Plan approved by the MB. Regrettably, the associated procurement was not included in the procurement plan annexed to the adopted SPD.

Article 72(1) of the ERA Financial Regulation specifies that there needs to be a financing decision before a budgetary commitment. Given the timing the need was identified and the absence of an MB meeting before the event's organisation, coupled with the insufficient time to successfully complete a written procedure, the Agency, faced with this force majeure, was not in the possibility to amend the SPD including amended procurement plan prior to the event.

The Agency has considered and assessed all possible solutions and has concluded that an ex-post amendment of the SPD, including amended procurement plan, was the most viable option. Withdrawing from the organisation of the event would have posed significant reputational risks for the Agency.

As a medium to long term follow-up solution, the Agency shall make sure to have a timely planning of the events to be organised, including a 1-to-1 mirroring in the procurement plan.

3.1.2. Deletion of the European Year of skills event

Title	Description	Date	Market ceiling	Type of Contract
European year of skills	Event putting the skills gap in Railways and Women in Transport in the focus	Q1	25,000€	Direct contract

By its activities in 2023, the ERA Academy has been continuously contributing to the European Year of Skills. At the Safety Days Conference in September 2023 learning is a major topic. In addition, it is developing its e-learning platform, organising trainings, and making the utmost out of the available resources by e.g., organising an additional introductory visit for NSA staff to its premises, performing a training needs analysis and continuing its active participation in the Staffer initiative.

However, due to the pressure on internal resources, the Agency has not had the opportunity to organise this event in 2023. It will be re-considered for future years.

3.1.3 Amendment of the Conference on Multimodal Transport

Title	Description	Date	Market ceiling	Type of Contract
Conference on Multimodal Transport	Conference on Future of Multimodal Freight Transport on 25-26 October in Hamburg, Germany	Q4 (25-26 Oct)	35,000€	Framework contract

The event was originally planned to use a direct contract, with a market ceiling of EUR 25,000. However, in June 2023 it was identified that due to a newly discovered clause in the framework contract concerning its term of validity until the end of 2023, it became apparent that the conference will have to be organised via SCIC framework contract and not, as originally planned, via direct contract. As a consequence, the market ceiling had to be raised from EUR 25.000 to EUR 35.000 in order to cover the entire range of services needed.

Proposal of updated and consolidated procurement plan for 2023 (following the changes described above)

Title	Description	Date	Market ceiling	Type of Contract
InnoTrans sqm and AUMA fees	Innotrans is the leading international trade fair for transport technology and takes place every 2 years in Berlin. ERA participates as an exhibitor in 2024. Sqm must be booked one year before the event.	Q1	50,000.00 €	Direct contract

Conference on Multimodal Transport	Details included in the Communication and Dissemination Plan.	Q4	35,000.00 €	Framework contract
Services d'interprétation	Interpretation services ("simultanée, consécutive, chuchotée") are required for meetings/ events organized by the Agency in France (mainly Valenciennes and Lille) or abroad.	Q1	830,000.00 €	Framework Contract
ERA Information Systems Development 7 (ESP-EISD 7)	Open procurement procedure for the provision of external services aimed to the off-site development of information systems and related studies and support	Q3	9,000,000.00 €	Framework Contract
Call for tender for Framework contract on Event services	The Agency seeks a contractor to organise its major events planned for 2024-2027	Q3-Q4/2023	2,000,000 €	Framework Contract
ERTMS Conference	Valenciennes, Q2/2024 Important biennial conference by ERA as system authority for ERTMS	Q3/2023 - Q2/2024	220,000 €	Direct contracts (interim period until FWC is in place)
20 Years ERA	Valenciennes. Q2/2024	Q3/2023 - Q2/2024	30,000 €	Direct contracts (interim period until FWC is in place)
Linked Data/Digitalisation in Rail- Conference	Place tbc, important conference on digitalisation and data developments in railways Q2/2024	Q3/2023 - Q2/2024	150,000 €	Direct contracts (interim period until FWC is in place)
Belgian Presidency event – Connecting Europe Days	Venue and content tbc (Q1-Q2/2024)	Q4/2023 - Q1/2024	25,000 €	Direct contracts (interim period until FWC is in place)
Satellite for rail conference in Madrid	Organisation of the Satellite for rail conference in Madrid on 13 & 14th September 2023.	Q3 (August 2023)	18 000€	Direct Contract