

## **SAB Chairperson's Report to the Clean Aviation Governing Board on the Activities of the Scientific Advisory Body (SAB): Feb 2022—Apr 2022**

**Author:** Trevor YOUNG (Interim Chairperson, SAB)

**Date:** 13 May 2022

### **Scope**

This report has been prepared by the Interim Chairperson of the Scientific Advisory Body (SAB) of the Clean Aviation Joint Undertaking (CAJU), with input from members of the SAB. The assistance of the CAJU is acknowledged: the CAJU has provided administrative and secretariat support to the SAB to facilitate the execution of assigned tasks, in accordance with Article 21 of Council Regulation (EU) 2021/2085.

### **Formal meetings of the SAB**

- Meeting no. 1/2022 (first meeting of the newly formed SAB) was held on 4 February 2022 (remotely). The minutes of the meeting are attached (annex).
- Meeting no. 1#bis/2022 (supplemental meeting) was held on 24 Feb 2022 (remotely). The minutes of the meeting are attached (annex).

### **Key actions/events associated with these meetings**

- The rules of procedure for the SAB were established and agreed.
- Short “bios” were prepared by members of the SAB for publication on the CAJU’s website.
- The SAB was tasked to review the Clean Aviation (CA) Amended Work Programme and Budget 2022–2023 and to provide the GB with a consensus opinion on the appropriateness of the Work Programme (WP) in the context of the Clean Aviation Strategic Research and Innovation Agenda (SRIA). The SAB was also asked to review the draft *1st Call for Proposals: Preliminary List and Description of Topics* (28 Jan. 2022). The consensus report of the SAB (dated 28 Feb. 2022), which addressed both tasks, was submitted to the GB via the CAJU.
- The SAB was tasked to review the CA’s *Rules for submission, evaluation, selection, award and review procedures of Calls for Proposals* (no date) and to provide a consensus opinion on the draft document. The SAB report (dated 7 March) was submitted to the CAJU.
- On 11 March 2022, the CA Executive Director launched a consultation with the SAB, with a request that an opinion be provided on certain specific issues related to Call#1 Topic HPA-01 and Topic HPA-02. The SAB’s report (dated 15 Mar. 2022) was submitted to the GB via the CAJU.

- In compliance with Article 21, section 7(b) of Council Regulation (EU) 2021/2085, which states that the SAB shall “*advise on the scientific achievements ... described in the annual activity report*” (AAR), the SAB conducted a review of the CAJU’s draft AAR. Their assessment report (dated 26 Apr. 2022) was submitted to the GB via the CAJU.
- Certain members of the SAB participate in the Annual Reviews of the Clean Sky 2 SPDs (System & Platform Demonstrator). Feedback to the SAB and CAJU will be provided at the next meeting of the SAB.

### Chairperson’s notes

Although only established a few months ago, the SAB has undertaken several major tasks (see above), within compressed timescales. The chairperson notes an extremely positive attitude by all members of the SAB to address the challenging tasks assigned to it. The SAB has implemented effective methods for collaborative working, and will endeavour to refine these methods over the next months.

Signed by,



Trevor Young

(Interim Chairperson, SAB)

## **Annex**

- 1. Minutes of Meeting no. 1/2022**
- 2. Minutes of Meeting no. 1#bis/2022**



Scientific Advisory Body  
of the Clean Aviation Joint Undertaking  
Meeting no. 1

04 February 2022  
10:00 – 12:30  
Virtual Teams Meeting

Minutes of the Meeting

<b><i>Final Agenda</i></b>	
<b>1.</b>	<i>Welcome to Scientific Advisory Body [SAB] members and brief round of introductions</i>
<b>2.</b>	<i>Short reminder of the role of the SAB as laid down in the Regulation 2021/2085.</i>
<b>3.</b>	<i>Establishing the SAB's Rules of Procedure</i>
<b>4.</b>	<i>Electing a Chair and Vice Chair of the SAB</i>
<b>5.</b>	<i>Brief introduction to the Clean Aviation programme incl SRIA &amp; Technology Roadmap</i>
<b>6.</b>	<i>Upcoming Work Programme 2022-2023 and the consultation of the SAB</i>
<b>7.</b>	<i>Next steps and meetings</i>
<b>8.</b>	<i>AOB</i>

Attendees of the SAB Mtg no. 1 held 04 Feb. 2022

<b><i>Surname</i></b>	<b><i>Name</i></b>	<b><i>Attended</i></b>
<b>SAB members</b>		
<b>Alonso</b>	Gustavo	Yes
<b>Argumosa</b>	Maria Del Pilar	Yes
<b>Boelens</b>	Jan-Hendrik	Yes
<b>Burt</b>	Graeme	No
<b>Consigny</b>	Hervé	Yes
<b>De Gennaro</b>	Michele	Yes
<b>Fernberg</b>	Patrik	Yes
<b>Henke</b>	Rolf	Yes
<b>Hornung</b>	Mirko	Yes
<b>Joselzon</b>	Alain	Yes
<b>Malina</b>	Robert	Yes
<b>Pasteuning</b>	Wim	Yes
<b>Sanna-Randaccio</b>	Francesca	Yes
<b>Young</b>	Trevor	Yes
<b>Clean Aviation Joint Undertaking (CAJU)</b>		
<b>Van Manen</b>	Ron	Yes
<b>Dubois</b>	Sébastien	Yes
<b>Brouckaert</b>	Jean-François	Yes
<b>Vanderwaeren</b>	Marine	Yes
<b>Selmin</b>	Vittorio	Yes

### **1. Welcome to Scientific Advisory Body [SAB] members and brief round of introductions**

The JU welcomes all participants to this first meeting of the Clean Aviation Joint Undertaking [CAJU] Scientific Advisory Body [SAB].

The members of the Clean Aviation Joint Undertaking first introduce themselves to the SAB members.

A short tour de table follows where each SAB member introduces her/himself. Their short biographies will be available in CIRCABC.

**Outcome:** The SAB members need to send their biography and photo to [SAB@clean-aviation.eu](mailto:SAB@clean-aviation.eu) to upload on the CAJU website

### **2. Short reminder of the role of the SAB as laid down in the Regulation 2021/2085.**

Jean-François Brouckaert briefly presents to the SAB members a summary of the relevant articles of the EU Regulation 2021/2085 concerning the SAB role and duties (Art. 21 & Art. 70).

The presentation has been made available on CIRCABC.

**Outcome:** The JU sent the link to the official document (EU Regulation 2021/2085) by email to the SAB members.

### **3. Establishing the SAB's Rules of Procedure**

The JU recalls the SAB's Draft Rules of Procedure [RoP] distributed to the members by email before the meeting.

**Outcome:** The SAB members should review the Rules of Procedure for the Scientific Advisory Body.  
The SAB members are requested to give their approval or comments by Friday 11 February 2022.  
If no objections, each SAB member needs to sign the Conflict of Interest declaration and send it back to [SAB@clean-aviation.eu](mailto:SAB@clean-aviation.eu).

#### **4. Electing a Chair and Vice Chair of the SAB**

Due to the timing and the work, the JU suggests to the SAB members to consider an interim decision nominating Trevor Young as Interim Chair until the JU organises elections in mid-year 2022.

**Outcome:** The SAB unanimously endorses the nomination of Trevor Young as Interim Chair and expresses strong support and congratulations.

#### **5. Brief introduction to the Clean Aviation programme incl. SRIA & Technology Roadmap**

Sebastien Dubois presents the Clean Aviation programme to the SAB members. The JU team addresses the questions that were raised. The presentation has been made available on CIRCABC.

#### **6. Upcoming Work Programme 2022-2023 and the consultation of the SAB**

The SAB are requested to prepare for the 25 February a consensus opinion on the Work Programme 2022-2023 and on the draft Call#1 text. The JU, in order to plan for “who does what” in the SAB, asked the members for their approval for sharing their CVs. All members agree.

**Outcome:** (i) The Work Programme (WP) and the draft Call#1 documents are sent to the SAB and made available via CIRCABC. (ii) The Technology Roadmap as developed late 2021 has been shared with the SAB via CIRCABC. It is a supporting document to help SAB members better understand the content of the topic descriptions.

#### **7. Next steps and meetings**

The JU will follow up with the detailed planning of the SAB expected activities over the course of 2022 and choosing dates for the next meetings at the upcoming “working” meeting of Feb 16th proposed by Sebastien Dubois, to discuss the CAJU’s expectations concerning the SAB’s report on the WP and Call#1.

## 8. Any other business

The JU advises that the documents discussed at the meeting have been distributed to the SAB via email. A “platform” using the European Commission’s CIRCABC tool has been established for the exchange of documents with and among the SAB members. No other points were raised.

**Minutes approved by**

A handwritten signature in blue ink, appearing to read 'T. Young', with a stylized flourish underneath.

SAB Interim Chairperson

**Date:** 13 May 2022





Scientific Advisory Body  
of the Clean Aviation Joint Undertaking  
Meeting no. 1#bis

24 February 2022  
15:30 – 17:30  
Virtual Teams Meeting

Minutes of the Meeting

<b>Final Agenda</b>	
<b>1.</b>	<b><i>SAB - Key administrative points.</i></b> <ul style="list-style-type: none"><li><i>• 2 Non-CoI Declarations missing – Reminder</i></li><li><i>• A few short bios missing – Reminder – Permission to publish on website</i></li><li><i>• SAB Members Cost Claims Quarterly</i></li><li><i>• Next meetings (Doodle)</i></li></ul>
<b>2.</b>	<b><i>Motion to be adopted: Recordings of the Meetings.</i></b>
<b>3.</b>	<b><i>Formal adoption of the Rules of Procedure of the SAB</i></b>
<b>4.</b>	<b><i>Overall Timeline of SAB Activities 2022</i></b>
<b>5.</b>	<b><i>Key SAB activities and tasks</i></b>
<b>6.</b>	<b><i>SAB feedback and comments on WP 2022-23 and Call#1 document (1h30)</i></b>
<b>7.</b>	<b><i>AOB</i></b>

Attendees of the SAB Mtg no. 1#bis held 24 Feb. 2022:

<b><i>Surname</i></b>	<b><i>Name</i></b>	<b><i>Attended</i></b>
<b>SAB members</b>		
<b>Alonso</b>	Gustavo	Yes
<b>Argumosa</b>	Maria Del Pilar	Yes
<b>Boelens</b>	Jan-Hendrik	Yes
<b>Burt</b>	Graeme	Yes
<b>Consigny</b>	Hervé	Yes
<b>De Gennaro</b>	Michele	Yes
<b>Fernberg</b>	Patrik	Yes
<b>Henke</b>	Rolf	No
<b>Hornung</b>	Mirko	Yes
<b>Joselzon</b>	Alain	Yes
<b>Malina</b>	Robert	Yes
<b>Pasteuning</b>	Wim	Yes
<b>Sanna-Randaccio</b>	Francesca	Yes
<b>Young</b>	Trevor	Yes
<b>Isambert</b>	Emmanuel	Yes
<b>Clean Aviation Joint Undertaking (CAJU)</b>		
<b>Van Manen</b>	Ron	Yes
<b>Dubois</b>	Sébastien	Yes
<b>Brouckaert</b>	Jean-François	Yes
<b>Vanderwaeren</b>	Marine	No

## **1. SAB – Key administrative points**

The JU reminds that not all non-Col (non-Conflict of Interest) declarations have been returned, and it is the same for the short biographies. The JU would like to close this point at the end of February.

The SAB members ask to see the compiled document with the short biographies before giving their permission to publish the document on the website. When the JU has received all the biographies, the document will be shared with all SAB members.

The JU suggest that the SAB members claim their costs quarterly.

Concerning the next meetings, a Doodle poll will be shared with the SAB members to find the best slot for everybody. All agreed to have the next one (around mid-May) in Brussels. It will be a hybrid meeting if some people cannot attend.

It was noted that the SAB Chairperson can be invited to attend GB meetings. An invitation has been extended for the upcoming GB meeting on 16 March 2022.

<p><b>Outcome:</b> One non-Col declaration and one short biographies is missing. A reminder was sent on 4 March to both SAB members.</p>
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## **2. Motion to be adopted: Recordings**

The JU raised the point that it would be better to have a formal motion tabled at a future meeting regarding the recording of SAB meetings.

The JU recalled that the recording is only used for internal purposes to write the minutes. It is in no way considered as an alternative to attending the meeting.

The JU will make enquiries of the legal team to write this motion in the best possible way.

SAB members requested that the proposed motion indicate how long this recording will be kept before it is deleted, who can access the recording and for what purpose.

## **3. Formal adoption of the Rules of Procedure of the SAB**

The Rules of Procedure after minor modification is adopted.

## **4. Overall Timeline of SAB Activities 2022**

The JU is preparing a table with an overview of SAB activities of 2022. It will be shared with the SAB members when it is ready.

## 5. Key SAB Activities and Tasks.

Sébastien Dubois raised the point that there will be three major activities still to be undertaken by the SAB this year.

- (i) The first activity is the annual Activity Report Review, which is a brand-new activity which emerged in the in the recent regulation. The SAB members will be requested to provide a formal opinion on the technical progress, achievements and results. The JU asks to the SAB members to provide an opinion in the light of what is returned in the annual Activity Report.
- (ii) Regarding ARM participation, the JU informed the SAB that several members will be invited to participate in the upcoming ARMs (Annual Review Meetings) of the CS2 programme. Brief details on the ARMs were provided by the JU. A consolidated report will have to be prepared by the SAB thereafter. There is no requirement for the SAB to prepare a consolidated report after the IRMs (Interim Review Meetings).
- (iii) The opinion of the SAB on the updated Work Programme (WP 2023) and Call#2 will be requested later in the year (Q4/2022).

## 6. SAB feedback and comments on WP 2022-23 and Call#1 document (1h30)

The SAB members and the JU team discussed and comment on WP 2022-23 and Call#1 document.

**Outcome:** The SAB members, as a group, provide a draft report on 25 February and the finalised report for the GB on the SAB review of the CA Work Programme and Call#1 on 28 February 2022.

## 7. Any other business

No other business discussed.

**Minutes approved by**



SAB Interim Chairperson

**Date:** 13 May 2022