# Agenda

## A. Opening of the meeting

1. **10’** Adoption of the agenda

## B. Items for decision

2. **20’** Approval of the minutes of the 7 September 2023 meeting and implementation status of actions points

3. **20’** Decision on the selection of Associated Members of the Clean Aviation Joint Undertaking under the procedure laid down in Article 7 of the SBA

4. **20’** Decision on the approval of the Clean Aviation Joint Undertaking Communication Policy

## C. Topics for discussion

5. **1h’** Lessons learnt from call 1 and 2

6. **1h’** Preparation of Phase 2 of the programme

## D. Items for information

7. **30’** Board Report  
   - a) Clean Sky 2 progress  
   - b) Clean Aviation updates  
   - c) Corporate updates: communication activities  
   - d) Planning of upcoming written procedures  
   - e) Planning for the next GBs: 5 March, 20 June and 14 November

8. **20’** Updates from the States Representatives Group and Scientific Advisory Body

9. **20’** Update from the Commission (standing item)

10. **20’** Update on synergies (standing item)

## E. Any other business & closure of meeting

1. **10’**
A. Opening of the meeting

The Chair, Rosalinde van der Vlies (Commission), welcomes the participants, and acknowledges the existence of the quorum.

1. Adoption of the agenda

The Chair asks the Board members to review the agenda and to declare any conflict or conflict of interest, which may influence or bias the judgment, and to declare any potential conflict that may arise during Governing Board discussions. No conflict of interest is declared.

The Chair reminds that the members are required to act in the general interest of the Joint Undertaking and to respect the confidentiality of the proceedings.

**Outcome:** The agenda is adopted.

2. Approval of the minutes of the 7 September 2023 meeting and implementation status of the action points

The Chair informs that the minutes of the last Governing Board have been circulated and that no comments were received.

The Executive Director (ED) informs about the status of implementation of the action points from the previous meeting, and ongoing actions related to DG CLIMA Innovation Fund, undertaken by the volunteer group led by Sabine Klauke.

The Chair praises the fast-paced collective action to also maximise the opportunities for the Clean Aviation community in the context of Innovation Fund.

**Outcome:** The minutes of 7 September 2023 meeting are adopted.

B. Items for decision

3. Decision on the selection of Associated Members of the Clean Aviation Joint Undertaking under the procedure laid down in Article 7 of the SBA

The JU presents the selection process of associate members, highlighting that out of the initial 26 applications, 20 were pre-selected. All 20 entities signed a letter of commitment. Details on the geographical distribution, including representation from SMEs and universities are provided. The significant representation of SMEs (7 from 7 countries) in this call is emphasised and appreciated by the Board.

The Governing Board Chair raises questions regarding the EU geographical diversity and widening in the JU membership asking whether any new entity from Central-Eastern Europe were selected. The JU explained that the application from “VZL” from CZ was retained and underlined the openness of the call and the external evaluation performed by the experts.

The Chair highlights the need to consider a stronger outreach of future call for expression of interest in Central and Eastern Europe.

The Chair welcomed the enlargement of the CAJU membership and emphasised the enriching competence base of the Joint Undertaking with the addition of new members.
The new associated members are encouraged by the JU to engage with the Technical Committee (TC) for the preparation of Phase 2 of the programme and were already asked to provide a brief paper to the Technical Committee on their competences and possible technical contribution to phase-2, subject to the open calls process. Considering the increased number of members, the JU stresses the need to organise the TC meetings appropriately because of the high number of TC Members and highlights the importance to involve all Associated Members in the discussions and priorities setting related to Phase 2. In this regard, the JU also highlights that based on the Governing Board rules of procedure and the Membership Agreement, the new Associated Members shall be invited to join the relevant Governing Board Groups in a spirit of inclusiveness and cooperation.

**Action:** To agree on the allocation of the 20 new associated members amongst the different GB groups/domains (Aircraft M., Engines, Equipment/Systems, RTOs, Universities, SMEs), the JU will contact the different GB Groups and will seek in parallel the intention of the new Association Members in terms of affiliation.

The set-up by the JU of an SMEs GB group in order to ensure proper representation at the Governing Board level as laid down in the GB rules.

The list of new Associated Members is approved by the GB. As laid down in the decision text, the Membership of the two UK stakeholders is approved with the caveat that it shall be subject to the signature and entry into force of the HE Association Agreement as of 1 January 2024.

In addition, it is highlighted that the in-kind contributions (IKC) committed by the UK entities is very significant constituting approximately 50% out of the approx. 600 million of IKC committed globally by the new 20 Associated Members.

**Outcome:** The Decision on the selection of Associated Members of the Clean Aviation Joint Undertaking under the procedure laid down in Article 7 of the SBA is adopted.

### 4. Decision on the approval of the Clean Aviation Joint Undertaking Communication Policy

The Communication Policy was presented, highlighting the five pillars on which it was built: awareness, engagement, informing and influencing stakeholders, demonstrating progress, and branding.

The strategy aims to reinforce the Joint Undertaking's positioning and reputation as the key Aviation Public-private Partnership contributing to the European Green Deal objectives.

The main focus will be on digital communication, thought leadership, and showcasing the Clean Aviation progress in sustainable aviation.

Board Members expressed support for the Communication Policy, emphasising the need for engagement, long-term planning, and particular attention to environmental considerations in events participation.

**Action:** Clean Aviation Members to reinforce participation and engagement at the right level in the already existing Communications Network and support in the implementation of the Communication Policy with a strategic alignment regarding:

- the long-term planning of participation to events, trade fairs and exhibitions,
- agreement on key messages and joint branding,
- and a particular attention on communication outreach towards the Eastern European Countries.
Outcome: The decision on of the Clean Aviation Joint Undertaking Communication Policy is adopted.

C. Topics for discussion

5. Lessons learnt from call 1 and 2

The Technical Committee presented an overview of the lessons learned exercise from Call 1 and Call 2, encompassing Members feedback from the three pillars and totalling ~50 comments and possible suggestions for improvement, mainly related to procedural aspects. The specific feedback have not been shared yet with the JU, however they cover areas such as programme and calls definition, evaluation process, grant preparation phase, project execution.

The Governing Board members indicated that possible process improvements should be carefully analysed to enhance the effectiveness of the programme. The importance of clear understanding and alignment by the experts on the topic objectives and impact sought in the programme was reiterated. In this regard, the need to provide the right level of inputs and briefing into the expert groups was highlighted.

Discussions also emphasised the importance of aligning the experts understanding of the programme’s long-term impact goals which will be even more important for phase 2 calls evaluations. The TC Chair informed that the plan is to conduct a workshop with the JU and the main contributors.

Action: Preparation of a Technical Committee workshop in Q1 2024 with a clear focus on defining a list of actionable points by mid-next year in order for the right possible quality improvements to be implemented ahead of launching the Phase 2 calls. The conclusions of the Workshop are to be presented to the next Governing Board meeting of on 5 March 2024.

Concerning the confirmed UK association to HE and possible top-up of Clean Aviation budget, the JU informs that the Director General of DG RTD, Mark Lemaitre, conveyed a letter to the JUs Executive Directors that there is no automatic top-up of UK contributions to the JUs, and invited the JUs to formulate a duly justified proposal in terms of funding request including the ability of the UK Members to match and leverage such a possible additional funding. In relation to the requirements indicated by DG Lemaitre, the JU is actively working on the technical and financial proposal and is on contact with the JU Members having relevant competences in the UK to cluster their technical contributions relevant for phase 2 in order to provide a solid file to the Commission and a strong technical rationale for requesting the funding top-up.

The decision will be taken by the HE Directors Group, the GB Chair is the responsible Director for the HE Cluster 5. The decision will also require the endorsement by the HE Programme Committee, which consists of Member States representatives.

6. Preparation of Phase 2 of the Programme

The JU presented the guiding principles of Phase 2, referring to the upcoming content definition, road mapping exercises, and future Work Programme preparation.

It is emphasised the need to duly assess the efforts distribution through Phase 2, particularly with the goal of defining disruptive technologies to be integrated on new aircraft concepts with target “EIS” 2035. It is reminded ed that the ongoing Phase 1 is focussing on disruptive
technologies and technology maturation, leading to the down-selection of the most promising options and solutions for further development. The envisaged phase-2 objectives – in line with the SBA specific targets - and overall timeline is presented, including the revision of the SRIA by June, the preparation of technology road mapping by October, and the launch of the first large call in February 2025. It is envisaged to plan for up to three calls, depending on the roadmap and the activities/efforts that will be proposed, with the overall objective of reaching maturity levels and industrial readiness level compatible with launching a new aircraft programme by the end of the decade.

The phase-2 will be articulated in terms of architecture around aircraft concepts with a credible exploitation path "EIS" 2035. The proposed approach is expected to select via a call the most industrial credible European aircraft concepts for SMR and Regional segments. In parallel a gap analysis and road mapping exercise should be conducted to support the identification of additional needs and requirements and the maturation of technological options for aircraft integration.

The JU outlines the importance of connecting this exercise with investments and synergies ongoing at national and regional levels, emphasising the need for support from the Members involved in those programmes, from the States Representatives Group (SRG), Scientific Advisory Body (SAB) and the Technical Committee (TC).

The JU mentions the importance of ensuring the necessary focus on European aircraft concepts and underlines the importance to support parallel technology streams with the necessary involvement of Academia and SMEs via a “fast-track” mechanism for innovation, in areas such as, simulation, demonstration, and investigation of parallel routes. The JU reminds that the financial volume of activities resulting from this exercise is acknowledged to require going much beyond the initial Clean Aviation €1.7 billion funding and 2.4 billion of in-kind, with the necessity of articulating the necessary additional financing under the MFF and with the national programmes.

Board members highlighted the importance of considering factors beyond technology, such as certification and testing facilities, and suggest analysing the bigger picture for prioritisation.

The Chair highlights also the need for collaboration with the Alliance for Zero Emission Aviation (AZEAA) to address regulatory and testing challenges.

The Board members agree on the importance of a focused and strategic approach to allocate resources effectively towards the programme HLGs and impact and support the European aviation industry global competitiveness. The GB Members expressed support for the proposed preparation approach for Phase 2 including on aligning efforts and collaborating with national programmes.

The impact monitoring framework was also discussed also in relation to how consider under the impact dimension those non-integrated technologies requiring further assessment and alignment with aircraft concepts.

Overall, the Board members acknowledged the challenges and opportunities, expressing their commitment to working collaboratively for the success of the Clean Aviation programme.

D. Items for information

7. Board Report

a) Clean Sky 2 progress

The JU presents the progress overview for Clean Sky 2 at Grant Agreement for Members level, highlighting that corrective actions were taken where necessary, and that the execution plan is on track to completion. It is highlighted that in 2022, 83% of the deliverables are completed and 78% of the milestones are passed. The JU highlights a continuous excessive consumption of resources (person/month) compared to the achieved progress levels (49% deliverables,
41% milestones). This discrepancy is attributed to the incorrect inclusion of additional efforts by some members, primarily in Airframe and Engines.

Despite the challenges, the SPDs have reaffirmed their commitment to completing outstanding and delayed activities within the Clean Sky 2 timeframe. To address delays beyond 2023 and mitigate risks in achieving project goals, the JU mentions implementing measures for close monitoring of deliverables and milestones. These measures are set to be executed at Steering Committee level, indicating a proactive approach to manage and mitigate project risks. Private members are asked to ensure focus on delivery of the demonstrators within the very limited remaining CS2 timeframe.

The JU informs that a financial update of the Clean Sky 2 Development Plan (CS2DP) is underway in order to include the latest funding evolution (e.g., transfer across SPDs, funding recovered from administrative savings or from GAPs); and a top-up of ~€12 million mainly resulting from savings in the administrative budget (EC contribution only) which was assigned to some demonstrator areas.

Other ongoing are highlighted such as contribution to the Work Programme 2024-2025 to include remaining activities (mainly delays from 2023 to be recovered in 2024) and preparation of high-level events underway with identification of speakers and selection of hardware, mock-ups and posters.

b) Clean Aviation updates

The JU informs on the call 1 projects updates, where technical activities are successfully running across the 20 projects funded. It is reported that the cumulated performance for the first three quarters is good, with 81% deliverables and milestones delivered and 80% of resources spent.

Regarding EASA, the JU informs that service contracts have been launched, but in some cases further alignment between consortia and EASA is needed.

Concerning the Periodic Reviews, it is highlighted that in a first round (9 projects) were assessed on their technical progress. The outcome presented at Scientific Advisory Body (SAB meeting of 7 November) and summarised in the Board report.

The JU informs that the validation of the first reporting period is ongoing for 20 projects (financial and technical), encompassing 446 financial forms submitted, totaling €65 million.

Concerning call 2 projects, the JU informs that a kick-off meeting was held on 14 September and that grant preparation is ongoing with signatures of grants expected by mid-December.

Other ongoing are highlighted such as contribution for Work Programme 2024-2025, publishable summaries of projects, the review of the Programme and Project Management Manual (PPMM)

c) Corporate updates: communication activities

Concerning the communication updates, the JU presents the communications timeline and the immediate planned actions which include a detailed discussion with the communications network in the next two weeks, press release on welcoming new members, the signature of a Memorandum of Cooperation with the region of Piemonte, followed by a press release, the upcoming webinar on the Green Claims Directive to address greenwashing risks.

As regards to future events, the participation in AIAA SciTech in Orlando, USA is highlighted, together with the “CAAF” Clean Aviation Annual Forum (4-5 March 2024), featuring exhibits
on Clean Sky 2 completion, the synergies event jointly organised by the JU and DG RTD, the presence at TRA Dublin and ILA Berlin as an exhibitor, participation to ICAS in Florence, European Parliament engagement pending, considering the European elections.

**d) Planning of upcoming written procedures**

The JU briefs the Board regarding the upcoming written procedure decisions, including the foreseen launch period:

- Budget 2022-2023 amendment no. 6 (to be launched on 21 November)
- Phasing out plan (preliminary version to be launched on 21 November)
- Adoption of the Work Programme and Budget 2024-2025 (to be launched on 28 November, postponed by one week in order to allow for incorporation of comments from the private members by the CAJU programme office).

**c) Planning of the next GBs**

The JU presents the schedule for the upcoming Governing Board meetings, with a focus on the agenda for these meetings. The next meetings will take place on:

- 5 March (linked with Annual Forum event) will be focused on discussing Phase II preparations and elections of the Co-Chair of the Governing Board,
- 20 June 2024 with main decisions items: SRIA update adoption, AAR 2023 approval, Annual Accounts 2023 Opinion, IKC Opinions
- GB Meeting 14 November 2024 focused on the revision of the Work Programme and Budget 2024-2025 including agreement on call 3, adoption of the updated version of the Phasing out Plan of the JU.

**8. Updates from the States Representatives Group and Scientific Advisory Body**

The Chair of the SRG provided a comprehensive overview of the SRG annual report for 2022 and 2023, covering aspects such as the SBA compliance, Member States composition, meetings outcomes and collaborations with other JUs SRGs. Main activities were highlighted, including synergies with national and regional research programmes, along with consultations and on-going plans for new activities in the upcoming year. The SRG’s composition at the different meetings and engagement of the Members were detailed, emphasising the need for an increased participation and addressing concerns from some Member States about the level of participation in the Clean Aviation programme. The report also outlines activities related to national funding programmes, contributions to CAJU formal consultations on documents, and dissemination efforts. For 2024, new activities such as coordination with the European Commission for the European Research Action Pilot 12 and workshops on synergies were mentioned. The SRG Chair informed that the written report will be shared with the Board in the coming days.

The Chair of the SAB provided a summary presentation of the activities undertaken in 2023, which included engagement in four consultations, including opinions on the implementation of impact monitoring, the high-level achievements of Clean Sky 2 programme regarding NOx reduction, and participation in periodic reviews for 18 ongoing Clean Aviation projects. The SAB Chair also highlighted the pragmatic approach proposed by the SAB concerning impact monitoring compliance and discussed the challenges in achieving low NOx performance in cruise, particularly for certain aircraft concepts. Additionally, the SAB participated in the annual reviews of nine Clean Aviation projects and reviewed the draft Work Programme and Budget for 2024-2025. The SAB Chair informed that the comprehensive opinion on the work programme will be shared with the Board in the coming days.
9. Update from the Commission (standing item)

The Commission representative informs that a Sustainable Aviation Fuel (SAF) event is scheduled on 30 November, focusing on specific technologies within the HE projects and exploring opportunities for advancement of SAF’s use. The event will feature presentations from companies, including those involved in sustainable aviation fuel production, and discussions on funding instruments such as the Innovation Fund and European Innovation Council. Additionally, efforts to engage potential investors, including oil majors, were mentioned.

The Commission representative informs that another upcoming event is a Non-CO₂ Workshop organised jointly by DG RTD, DG CLIMA and DG ENV, including participation of SESAR JU and CAJU on 13 and 14 December, aiming to assess the current state of scientific knowledge based on projects funded by the EU, including Horizon 2020 and Horizon Europe. The workshop will identify existing gaps and discuss the progress on Monitoring, Reporting, and Verification (MRV) system.

10. Update on synergies (standing item)

The JU informs the Board on the actions related to the Innovation Fund, a €40 billion fund under the Commission's responsibility and operated by DG CLIMA and financed by EU Emissions Trading System (EU ETS) charges and covers various topics within the EU's economy-wide commitments under the Paris Agreement. A Clean Aviation working group, consisting of 9 CAJU Members led by Board’s Co-Chair, Sabine Klauke, was formed to explore the possibilities for aviation to benefit from the fund to support sustainable technologies performed under Clean Aviation and foster market uptake. The group had its first meeting on 9 November, discussing topics such as aviation lifecycle, investment scenarios, and alignment of metrics on impact monitoring. The Co-Chair explained that the next steps include analysing the eligibility criteria for the upcoming call, with a goal to prepare a position paper for early 2024 underlining the importance of the evolution of criteria better aligned with the Clean Aviation roadmap.

Additionally, the JU informed on ongoing actions related to synergies. Memoranda of commitment with regions like Piemonte, and discussions with regions including Andalusia, Hamburg, Puglia, and the Czech Republic are underway. The goal is to build regional aligned technical roadmaps contributing to Clean Aviation and maximise use of public funding under such programmes. The DG RTD – CAJU - European Committee of the Regions (COR) joint High-Level event on Synergies between European & national/regional programmes in aviation organised on 4 March, involving various regions, was discussed, aiming to gather support and participation.

The possibility to launch a “fast-track” mechanism funded under Cluster 5 (Aviation Collaborative Research) was also mentioned to explore ways to better connect collaborative research to Clean Aviation, subject to funding availability and Commission’s approval. Further updates on these initiatives will be provided as progress continues.

E. Any other business & closure of meeting

The Chair thanks the Board members for their active and efficient participation at the meeting. The meeting is closed.