



1st STEERING COMMITTEE MEETING AND KICK-OFF CONFERENCE

Ferrara (IT), 19th and 20th September 2013

MINUTES

Morning session

Paolo Lupino (Lazio Region) opens the meeting and welcomes all participants.

Then, he gives the floor to **Pavlos Damianidis** (Deputy Governor - REMTH) who speaks about REMTH region and the projects in which REMTH is involved.

Paolo Lupino asks **Curzio Cervelli** (JTS - MED Programme) to confirm that the cluster FACECOAST was the only one to be set up. He is sure that the JTS will appreciate the fact that the project intends not only to capitalise best practices but also the way in which they are produced.

He makes his presentation which gives a general overview of the project. Coastgap intends to pursue the objective specified in the TORs: to feed future actions and strategies for the next programming period 2014-2020 also considering emerging trends, challenges, debates (including macro-region perspectives) and the EU 2020 strategy.

Paolo Lupino mentions the fact that 3 main macro-regional strategies were presented during the project MedGovernance and discussed during the latest ICM Political Bureau. In particular the 3rd strategy: a macro-region assembled around several structural big projects. He also recalls the Bologna Charter 2012.

Then, **Paolo Lupino** gives the floor to **Curzio Cervelli**.

Curzio Cervelli says that it was really difficult to organise the capitalisation calls. The idea was to break usual networks between project partners, Thus including new partners from other areas of Europe, and coming also from new programmes like FP7.

He presents the 13 capitalisation projects that were approved in the different priorities.

He is very happy about the progress made so far by Coastgap (rules of procedures, other documents, etc.).

He stresses the fact that it is up to partners to organise the activities and deal with the internal difficulties, because if one partner has a problem related to the project this could cause problems for the all partnership as well as delays.

He presents the expectations for the implementation phase. The continuation of activities after 2014 depends on the quality of the activities carried out by the capitalisation projects. The current programme ends on 31st December 2015, so project activities must be carried out on time. Most of the times problems are related to payments and certifications by the administrations.

JTS is organising an online library of deliverables and outputs coming from all projects funded by the MED programme. (www.programmedmed.eu/library)

About communication, he lists the main problems faced in the past. Communication strategy needs to be organised since the beginning. Stakeholders are a key issue. Communication strategy must take into account the fact that our programme and COASTGAP project are transnational.

Priorities of the new MED programme will be discussed in Athens next week: innovation, SME, energy efficiency and environment (including coastal defence and risks). So Coastgap and its capitalisation may have new possibilities in the new programming period.

The discussion about macro-regions is now: what kind of macro-region for the future? MED Programme is open to discuss with Adriatic area to launch a technical cooperation, because coastal problems are common.

JTS is preparing the last call in October specific for maritime issues. It will have few resources. 5 million Euros maximum probably (ERDF budget), not more than 10 projects with a duration of 12 months, maximum 5 or 6 operational partners (not institutions), with only 1 work package and no communication activities. They will be focused only on orientation for the future and state-of-the art. Time will be limited so projects will have to give priorities and concrete orientations for the new programming period. There will be 4 priorities: innovation, transports and accessibility, environmental aspects and governance aspects.

The call will be launched in October and probably end in December. The selection process will be finalised in February. Activities will start in April.

The aim of this new call is to experiment something new. So there will be no capitalisation and communication tasks in the operational projects (belonging to the first 3 priorities), but rather only 1 technical component concerning state of the art and orientation. No expenditures lines for promotion will be included. Exceptionally, external experts expenditures.

Roberto Montanari (Emilia Romagna Region) asks a question about the participants allowed to take part in the call.

Curzio Cervelli answers that only operational partners (research centres, universities) are allowed to take part to the three first priorities, so no institutions because of their administrative burdens. **Paolo Lupino** asks whether institutions are allowed to take part in the 4th priority. **Curzio Cervelli** answers yes, because discussion will focus on governance/macro-regions and not on technical aspects.

Paolo Lupino adds that Coastgap will try not to experience delays. He also asks if some flexibility is allowed considering the short duration of the project.

Curzio Cervelli answers that only the expenses related to the First Level Controller and social security costs can be paid after the end of the project.

Paolo Lupino asks partners to quickly introduce themselves.

Then, he presents the main work packages of the project. In particular, he stresses the importance of the mainstreaming activities (WP4). He also invites partners to visit the COASTGAP stand at the Expo.

Finally, he gives the floor to **Selene Pedetta Peccia** (Lazio Region) who presents the administrative and financial aspects.

She explains how to certify expenses and presents the Presage system. She also indicates the deadlines and the reporting periods.

Corinna Artom (Liguria Region) asks Selene Pedetta Peccia how partners can pay the travel expenses of their external partners.

Selene Pedetta Peccia answers that the best way is to sign a contract with a Travel Agency that will make the bookings, and then certify this expenditures under the services budget line.

Curzio Cervelli stresses the importance to select the 1st level controller as soon as possible.

Luigi Cipriani (Tuscany Region) gets back to the travel expenses of the external partners and how to report them, because travel expenses are only for partners.

Curzio Cervelli replies that partners have to certify the cost of the contract with the travel agency and not the single tickets bought.

Fatima Navas (University Pablo de Olavide) asks if budget modifications are possible.

Curzio Cervelli replies that 30% of the budget is the maximum that can be modified, but modifications are not allowed at the beginning of the project. Should some partners be unable to spend, the Application Form in Presage has to be modified but this is a complex process.

He reminds partners that all the documents for the certification of expenses must be paid before the end of the project and certificate by two months later as maximum, otherwise expenses will not be reimbursed.

Then, **Selene Pedetta Peccia** presents the Communication and Dissemination Plan that will be sent to partners shortly after the meeting. In particular, she summarises its objectives, target audiences, main messages, publication and promotional products, and events.

She reminds all partners of the importance to use the official MED Programme logos on all publications and materials related to the project. Finally she communicates that the COASTGAP website is now online (<http://coastgap.facecoast.eu/>).

Paolo Lupino asks Selene Pedetta Peccia to send the Communication Plan to all partners so that it can be approved before 15th October.

Paolo Lupino now gives the floor to **Silvia Bellacicco** (Lazio Region) that presents the Coastgap roadmap including the activities to be carried out during the project. She discusses the Best Practices sharing process: Partners in charge and financial aspects. She presents the 12 BPs in depth and then the procedure to capitalise them: analysis and presentation of the BP; in depth verification and proposal of BP's adaptation measures; production of technical acts appropriate for the internal adoption of the BP; adoption of the BP through formal administrative act.

Then she presents the 12 "Key points" table, and the Coastgap common activities and costs.

She finally shows a slide summarising the external partners associated to each partner, and asks partners to confirm that this slide is correct.

Paolo Lupino asks partners if they have contacted their external partners that are not present to Steering Committee to know if they will be present to the next meetings.

Paolo Lupino underlines the fact that one the priorities is to have a contact person for each BP, each one designated by the related partner. Another priority is that all regions prepare a maritime strategy action plan to be included in the regional planning.

Then, **Paolo Lupino** says that Herault asked to change the date of the meeting in Montpellier and to swap the dates with those of meeting in Valencia. So, the proposition is to organise the meeting in Montpellier in June and the meeting in Valencia in March.

Paolo Gorostiza (Feports) agrees to change the dates of the meeting as proposed.

Paolo Lupino talks about the link with Marenostrom. a joint meeting Medsandcoast, Coastgap and Marenostrom to create a link between Israel and the Muslim countries. He asks REMTH to join the activities of Marenostrom, given the existing proposal of observatories in Kavala.

Curzio Cervelli asks to keep the JTS informed about these initiatives.

Finally, **Paolo Lupino** says that the the rules of procedures were sent a few days before the meeting. He asks partners if they agree with the rules of procedures and if they can be considered as approved. The external quality advisor mentioned in Article 13 was added to monitor the general quality of the project and to check if the all the project objectives are reached. in particular, PAP-RAC will act as external quality advisor. He asks if partners agree with this proposal. Tuscany region has agreed to pay the contract of the external quality advisor and to keep the contacts with the PAP-RAC.

Luigi Cipriani confirms that the Tuscany Region will make a contract to the PAP-RAC as external quality advisor.

Daria Povh (PAC-RAC) intervenes and says that she is glad to have this role.

Paolo Lupino closes the morning session.

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Afternoon session

Paolo Lupino opens the afternoon session dedicated to the presentation of the Best Practices capitalised by the Project COASTGAP:

Despoina Panagiotopoulou (REMTH) presents the Integrated Quality Model (SHIFT).

At the end of her presentation, **Paolo Lupino** asks her to send him a synthesis of the model and a first idea about how to use it as BP.

Roberto Montanari presents the Bologna Charter 2012, SICELL Littoral cells management system and ICZM Protocol Art. 8 “setback zone”. So far, Split and Cyprus have not signed the Bologna Charter yet.

Roberto Montanari asks the partner signatories of the Bologna Charter to give him the names of the contact persons in charge of following the activities.

Philippe Carbonnel asks **Roberto Montanari** if they are working to involve Arc Latin.

As regards the Bologna Charter, **Paolo Lupino** asks **Dov Zviely** (Ministry of Environment – Israel), representing Rani Amir, whether any progress has been made about the adoption of the Bologna Charter by Israel.

Dov Zviely answers that many of the methodologies that have been illustrated are already used in Israel but they have to be adapted. Rani Amir is already following the procedure leading to the signing of the Bologna Charter.

About SICELL, **Stelios Zervos** asks if it is necessary to have the same software to use the method.

Roberto Montanari answers that they only have to follow the same procedure, but a tailored software can be used.

Silvia Bellacicco introduces **Paola La Valle** (ISPRA) who presents the EIA-SIA Guidelines.

After her, **Piergiorgio Scaloni** (Lazio Region) presents the Risk Model COFLERMAP.

At the end of his presentation, **Philippe Carbonnel** asks whether the model was applied also to river floods.

Piergiorgio Scaloni answers that the model was applied to river floods but only in a static way.

Nassos Vafeidis (Christian Albrechts University) presents the DIVA Model Implementation (COMPASS).

Enrico Cipriani presents the RESMAR Coastal Observatory.

Corinna Artom presents the RESMAR Webcam Network.

François Hissel (CETMEF) presents THESEUS Decision Support System.

Due to time limits, the presentations by **Fatima Navas** about SDI and Geoportal for ICZM, **Gonzalo Malvárez** (Pablo de Olavide University) about Pegaso project, and **Françoise Breton** about the Pegaso platform were delivered on the following day (20th September).

Written in Rome, 8th October 2013

SIGNED AND APPROVED AS UNDERNEATH

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5	Decentralized Adm. of Crete	Akaterini TSOUKALA	
6	Region of Tuscany	Luigi CIPRIANI	
7	Region Liguria	Corinna ARTOM	
8	Ministry of Comm. & Works Cyprus	Stelios ZERVOS	
9	University Pablo de Olavide	Fatima NAVAS	
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