

MEDLAND 2020

Design of a future Common integrated land management scheme to protect natural resources in synergy with social and economical valorisation

MINUTES STEERING COMMITTEE AND PARTNERSHIP MEETING

26-27th May 2014

Chania, Greece

1. List of participants

Etleva Papelekaj	Regional Council of Shkodra
Kozeta Vuksanlekaj	Regional Council of Shkodra
Alexandra Mendonça	Development and Innovation Network (RCDI)
Elena Šestan	Region of Istria - Association "River Mirna watershed"
Marina Berton	Region of Istria
Željko Lanča	Region of Istria
Olivier Bagarri	European University of Fragrances and Flavours (UESS)
Eduard Plana	Forest Sciences Centre of Catalonia (CTFC)
Sandra Torreadella	Forest Sciences Centre of Catalonia (CTFC)
Clementina Falco	Institute for Plant Protection (IPP)
Roberto Danti	Institute for Plant Protection (IPP)
Sophie Vallée	International Association for Mediterranean Forests (AIFM)
Chariton Kalaitzidis	Mediterranean Agronomic Institute of Chania (CIHEAM)
Eleni Stamataki	Mediterranean Agronomic Institute of Chania (CIHEAM)
Pascal Marchaison	Chamber of Commerce and Industry of Drôme (CCIDrôme)
Maria Zafra	Chamber of Commerce and Industry of Drôme (CCIDrôme)
Emanuele Compagnoni	Province of Macerata
Stefano Chelli	Province of Macerata - University of Camerino
Simonetta Alberico	Province of Turin
Florence Baptiste	Province of Turin
Ilario Abate	Province of Turin
Louis-Michel Duhén	Regional Centre of Private Forestry of Provence-Alpes-Côte d'Azur (CRPF PACA)
Nicolas Joly	Regional Centre of Private Forestry of Provence-Alpes-Côte d'Azur (CRPF PACA)

2. Minutes

Participants	Synthesis of the debate	Agreement and action derived	Limit date	Responsible
General introduction				
Eduard Plana LP CTFC	The Lead partner proposes to celebrate together the partnership and the steering committee meeting A general review on the methodology of capitalization and how the different project outputs interact is made; We are in the last part of the calendar, and the good coordination of the on going actions is crucial to achieve the objectives of the project			
Tasks and ongoing activities of the action plan				
Sophie Vallée AIFM	Policy Brief The contents of the PB are linked with the synthesis of the thematic workshops (see TW chapter). In any case, a set of deadlines have been agreed According to the budget modifications, an all partner's local language translation of the PB will be done. This should be finished by the end of the project and only FR and EN version will be necessary for the final event in Brussels	A first version of the PB will be send to the partners	15/07/2014	AIFM
		All partners should send the feedback of the first version	30/7/2014	All partners
		PB is finished and edited in FR and EN for the final event in Brussels.	1/09/2014	AIFM
Sophie Vallée AIFM	Final conference in Brussels By the moment, the available room in Brussels is not confirmed and therefore we still cannot confirm the final date, which will be on 7, 8 or 9 th of October 2014 Pablo Navascués has confirmed by email the availability of the Government of Catalonia site. CTFC is going to do the official request	CTFC will apply for the room of the Government of Catalonia.	15/06/2014	CTFC
		A draft of the program will be send to the partners for contributions and feedbacks	30/06/2014	AIFM
		Linked with the contact list (see Dissemination Plan box) the identification of potential audience (contacts in Brussels, strategic institutions known, ...) should be done and addressed to: sophie.vallee@aifm.org	As soon as possible	All partners
Sophie Vallée	Special Volume in a forest or environmental magazine AIFM asked the partnership and gathered all the articles in the good format, considering the instructions for the edition, in order to send them afterwards to the service provider chosen	All partner should send the articles to the magazine	8/06/14	All partenrs

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Eduard Plana CTFC (excusing Pablo Navascués from DIBA who could not attend the meeting)	Database DIBA will send shortly instructions to the partners regarding the information compilation for the database. This should be coordinated in those elements necessities with the ebook	DIBA is sending instructions to the partners for the Database establishing the needed deadlines	03/06/2014	DIBA
		All partners should send sent the required information according to the deadlines of the instructions	15/6/2014	All partners
Pascal Marchaison CCI-Drôme	e-Book The template of the ebook is presented. A set of deadlines have been agreed. According to the budget modifications, an all partner's local language translation of the eB will be done. This should be finished by the end of the project and only FR and EN version will be necessary for the final conference In Marseille	CCI-Drôme will send the final template of the ebook to the partners.	03/6/2014	CCI-Drôme
		All partners should return the templates full filled to CCI-Drôme	15/6/2014	All partners
		A first version of the eB will be send to the partners	15/07/2014	CCI-Drôme
		eB is finished and edited in FR and EN for the final conference in Marseille	1/09/2014	CCI-Drôme
Florence Baptiste Simonetta Alberico Province of Turin	Dissemination Plan A unique list of potential target end-users of Medland outputs and audience for the Final Conference in Marseille and Brussels should be created to coordinate the dissemination of results and of the event. The minimum information necessary will be Name of the institution and email address. This list can include information of the concrete person who will receive the information (this personal information will be used internally in all cases)	Those partners who has not done already, should provide a list of persons/institutions potentially interested in the project outputs and events using the template provided by Florence Baptiste baptiste@poliedra.it	15/6/2014	All partners
Eduard Plana CTFC	Thematic workshops The JTS confirmed that the resources available for the expert mobilization in the workshop can be reallocated to the same BL for the Final Conference in Marseille without a modification of the budget (Please, see Financial issues box) Because of unexpected internal difficulties within the work team of the Lead Partner, the results of the first workshop could not be sent to the partners as was agreed	The synthesis of the results of the first and second workshop will be sent to the participants	30/6/2014	CTFC
		Those partners that have not done, should complete the excel file with the information of the tools and best practices to be capitalized. This should be sent to CCCIDROME-CTFC-DIBA	15/06/2014	All partners

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Nicolas Joly Louis-Michel Duhen CRPF - PACA	Final international conference in Marseille CRPF – PACA shows a first draft of the “Initiative Village”, where to present the results of 13teen MED projects in a simultaneous half an hour sessions of short 3-4 project presentations organised by topic. The general methodology is agreed The need of having a proactive role in identifying key stakeholders and audience is mentioned. With the unique contact list (please, see Dissemination Plan chapter), CRPF-PACA will be in charge of the mailing dissemination of the event with a common short text of presentation The budget available and not used in the thematic workshop for the mobilization of the experts from the Panels will be used for the Final Conference. National and regional experts can be also mobilized with the same resources. For this reason, those who have regional/national experts identified to be invited to the workshop (paying them the expenses), should inform the Lead Partner to assess the total capacity of the available resources Two side events will be organised to increase the audience: a meeting of the IV Forest Mediterranena Week Committee and a meeting of ARCEMD (Forest Owners association of the Mediterranean) The day before, 17 th September, in the afternoon, a Partnership meeting will be held in Marseille. More information regarding logistics will be provided by CRPF-PACA	The general methodology is agreed and each partner should provide CRPF-PACA the names of the members of the project they are representing in Medland, and the subject of the presentation they could do in the “Initiative Village”	15/6/2014	All partners
		All partners should provide a list of persons/institutions potentially interested in the Final Conference – Please see Dissemination Plan chapter	15/6/2014	All partners
		In case, partners should give a list of national/regional experts that they would be invite in the Final Conference to the LeadPartner to assess the availability of resources for the experts mobilization	30/06/2014	All Partners
General and Financial issues				
Eduard Plana CTFC	Deadlines summary (2014): June 3th: eBook templates are send by CCI-Drôme June 8th: All partners should return the article for the forest magazine June 15th: All partners should send the Contact list (see Dissemination Plan box), Excel file (see Thematic workshops box) the eBook templates and the Database files July 15th: A first draft of the eBook and Policy Brief will be send to the partners July 31th: All partners feedback on the eB and PB first version September 1st: eB and PB are finished September 18th: eB is published in EN and FR October 7-9th: PB is published in EN and FR December 31th: eB is published in the rest of partner’s languages			

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	Next steps and next monitoring meetings Next Partnership meeting will be held in Marseille September 17th			
Dúnia Riu CTFC (by skype)	Financial issues <u>IMPORTANT</u> <ul style="list-style-type: none"> SECOND REPORTING PERIOD: Declare on time paid expenses until June 30th 2014 Declare the certification for the validation process of the Coordinator before July 15th 2014 For the Portuguese, Greek and Spanish partners try to close before the deadline because 2 validations are necessary (FLC and NA). Inform the coordination as soon as any problem is detected. For example delays in declaration, validations, etc. <u>OTHER ISSUES</u> <ul style="list-style-type: none"> According to the Joint Technical Secretariat (JTC) the mobility expenses of the external experts included in the "Service" budget line could be reallocated in the WP of the final conference of the project in Marseille Reallocations of expenses between WP are allowed in the same budget line 			

3. Contact

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MEDLAND2020 – Partnership and Steering Committee meeting

26-27th May 2014 – Chania (Greece)