CO-EVOLVE

Promoting the co-evolution of human activities and natural systems for the development of sustainable coastal and maritime tourism

3rd Steering Committee Meeting
MINUTES

Venue: NH VALENCIA LAS ARTES Avenida Instituto Obrero, 28
46013 Valencia - España
Dates: 16 & 17 November, 2017

Type of meeting	3rd Steering Committee Meeting		
Date – Time	16 November 2017 - 09:00 - 16:30 17 November 2017 - 09:30 - 13:45		
Hosting partner	VALENCIAPORT FOUNDATION		
Venue	NH VALENCIA LAS ARTES Avenida Instituto Obrero, 28 46013 Valencia - España		
Attendees – 1st day / November 16th, 2017			
N°	Name	Role	Organisation
1	Ibañez Sara	PP17	FVP
2	Muñoz Andrea	PP17	FVP
3	Peña Clara	PP17	FVP
4	Torregroso Antonio	PP17	FVP
5	Marasmi Christian	PP3	Emilia Romagna Region
6	Bellacicco Silvia	PP10	ISMAR
7	De Faveri Roberta	PP5	Po Delta Park Veneto
8	Vitelletti Maria Letizia	PP5	Po Delta Park Veneto
9	Chouridou Paraskevi	LP	REMTH
10	Livadiotou Maria	LP	REMTH
11	Prem Marko	PP4	PAP/RAC
12	Carbonnel Philippe	PP7	CD34/ HERAULT
13	Montanari Roberto	PP3	Emilia Romagna Region

14	Franceschini Sabrina	PP3	Emilia Romagna Region
15	Gorostiza Pablo	PP17	FVP
16	Radnić Srećko	PP8	JU RERA SD
17	Magni Filippo	PP9	IUAV
18	Aprotti Federica	PP9	IUAV
19	Company Rafa	PP17	FVP
20	Karampourniotis Konstantinos	LP	REMTH/ External
21	Pozniak Iva	PP6	DUNEA
22	Evers Veronique	PP4	PAP/RAC
23	Strangis Davide	PP1	CPMR – IMC
24	Maniscalco Emmanuel	PP1	CPMR – IMC
25	Prce Ivana	PP6	DUNEA
26	Novak Mili	PP8	JU RERA SD
27	Koutsopoulou Tonia	PP2	UTH
28	Chamitidou Maria	LP	REMTH
29	Andrea Barbanti	PP10	ISMAR
30	Orzalesi Alice	PP7	CD34/ HERAULT

Attendees – 2nd day / November 17th, 2017			
N°	Name	Role	Organisation
1	Prem Marko	PP4	PAP/RAC
2	Evers Veronique	PP4	PAP/RAC
3	Vitelletti Maria Letizia	PP5	Po Delta Park Veneto
4	Novak Mili	PP8	JU RERA SD
5	Muñoz Andrea	PP17	FVP
6	Ibañez Sara	PP17	FVP
7	Radnić Srećko	PP8	JU RERA SD
8	Chamitidou Maria	LP	REMTH
9	Maniscalco Emmanuel	PP1	CPMR – IMC
10	Marasmi Christian	PP3	Emilia Romana Region
11	Livadiotou Maria	LP	REMTH
12	Andrea Barbanti	PP10	ISMAR
13	Montanari Roberto	PP3	Emilia Romana Region
14	Chouridou Paraskevi	LP	REMTH

15	Koutsopoulou Tonia	PP2	UTH
16	Pozniak Iva	PP6	DUNEA
17	Prce Ivana	PP6	DUNEA
18	De Faveri Roberta	PP5	Po Delta Park Veneto
19	Franceschini Sabrina	PP3	Emilia Romagna Region
20	Carbonnel Philippe	PP7	CD34/ HERAULT
21	Gorostiza Pablo	PP17	FVP
22	Karampourniotis Konstantinos	LP	REMTH/ External
23	Bellacicco Silvia	PP10	ISMAR
24	Peña Clara	PP17	FVP
25	Navarro Carolina	PP17	FVP
26	Antonelli Francesca		APV
27	Mata Jaume		Turismo Valencia
28	Orzalesi Alice	PP7	CD34/ HERAULT
29	Aprotti Federica	PP9	IUAV
30	Magni Filippo	PP9	IUAV
31	Ortega Leticia		IVE
32	Mateo Carolina		IVE
33	Strangis Davide	PP1	CPMR – IMC

AGENDA
1st day of the meeting / 16th November, 2017

09:00 - 09:15	Welcome address by Hosting Partner
09:15 – 9:30	**Opening of the Steering Committee Meeting**
9:30 – 13:45	**WP3 Session**
9:30 – 10:30	From the MED analyses T3.2-3.6 (Threats) & T3.8-3.12 (Enabling Factors) to the MED Syntheses T3.7 (Threats) & T3.13 (Enabling Factors) Debate *(Coordinated by ISMAR & PAP/RAC)*
10:30 – 11:30	The Pilot Areas Analyses by Threats & Enabling Factors T3.14 & T3.15 Debate *(Coordinated by REMTH)*
11.30 – 11.45	Coffee Break
11:45 – 12:45	The Tourism Sustainability Analyses of Pilot Areas T3.17 from the "Tourism Sustainability Toolkit" (T3.16) Debate *(Coordinated by UTH)*
12:45 – 13:45	The Tourism-driven strategic planning on Pilot Areas T3.18 Debate *(Coordinated by IUAV)*
13:45 – 14:30	Light lunch
14:30 – 16:30	**WP4 Session** *(coordinated by RER)*
	Testing Activities • Introduction/ anticipations on the WP4 Coordination plan (Roberto Montanari) • Schedule of WP4 activities about confrontation and monitoring of pilot actions implementation (Christian Marasmi) • Local participation in WP4 pilot actions – Elements to setup and run local participatory processes (Sabrina Franceschini) • Round table on pilot areas progress (5 minutes for each pilot area, all partners involved) Debate, remarks, conclusions
	End of 1st day meeting
19:00 – 21:30	**Port City tour visit**
21:30	**Dinner (Place: VINOTINTO C/ San Vicente Mártir 44, Valencia)**

	2nd day of the meeting / 17th November, 2017
09:30 – 10:30	**WP1 Session (coordinated by REMTH)**
	Project Management and coordination • Overall progress & update on management activities • Project Management Evaluation System & Project Quality • Financial Progress overview • Identified Problems • Goals & Next Steps Debate
10:30 – 12:00	**WP2 Session *(coordinated by CPMR)***
	Project Communication and synergies • Overall progress/future steps/upcoming deliverables • Relations with other MPs 3.1 and update on HP3.1 • Update on the MEDCOAST4BG initiative • Information on PANORAMED • Update on UfM Conference on BE and WestMed maritime initiative *Presentation of ALTER ECO, Carolina Mateo, IVE* *Presentation of SUMPORT, Carolina Navarro, FVP* *Presentation of SIROCCO, Giovanni Marinucci, Port of Civitavecchia* Debate
12.00 - 12.15	Coffee Break
12:15 – 13:15	**Session on the planning of next project event - March 2018**
	Draft Agenda + Debate with hosting partners and partnership
13:15 – 13:45	**Conclusions of the meeting**
	End of 3rd Steering Committee Meeting

MINUTES

1st day / 16th November, 2017	
Title of the session	**WP3 Session**
Welcome address	At 9:30, Antonio Torregrosa from FVP (Valenciaport Foundation) welcomed all partner representatives and introduced the FVP team to the audience. He mentioned that the port of Valencia is growing at a rate of 16% per year and thus, it needs solutions to ensure the sustainability of tourism activities in the area.
9:45 – 10:50 From the MED analyses T3.2-3.6 (Threats) & T3.8-3.12 (Enabling Factors) to the MED Syntheses T3.7 (Threats) & T3.13 (Enabling Factors)	**Silvia Bellacicco from CNR-ISMAR**, the WP3 Leader, started this session with a presentation on the general progress of WP3 activities. Almost all the work has been completed using the official templates, except 3.14, 3.15, and 3.16. She also indicated that the deliverables 3.14 and 3.15 must be uploaded on Google drive. The WP3 ongoing Tasks are Syntheses of Threats & Enabling Factors analyses at MED scale (3.7 and 3.13), the Tourism Sustainability analysis of pilot areas (3.17) and their Tourism-driven strategic planning (3.18). WP3 contains indeed the "Threats & Enabling Factors analyses", the "Tourism Sustainability toolkit" and the Tourism-driven strategic plans that will be useful for WP4 Pilot Actions as well as WP5 concerning transferability plans at the local and regional scale. The outputs of WP3 were then briefly presented, along with the corresponding deadlines. Concerning the current work of synthesis 3.7&3.13, the specific contributions of each WP3 task to the "Key outcomes contributing to CO-EVOLVE objectives" and the "most original results / products compared to the state-of-the-art" were presented by Mr. Andrea Barbanti from ISMR, for tasks 3.2 through 3.6, and by Ms. Veronique Evers from PAP/RAC, for tasks 3.8 through 3.12. In order for all available information and analysis to be integrated in the synthesis of threats and enabling factors at a Med scale, an outline synthesis (excel document) has already been produced with the aim of guiding the work and ensuring that the synthesis will be consistent. The synthesis of all threats and enabling factors will create a short book that will enable the reader to understand all interactions between threats and enabling factors.
10.50 – 11.00 The Pilot Areas Analyses by Threats & Enabling Factors	**Maria Chamitidou from REMTH** then presented the contributions of the 3.14-3.15 tasks the "Key outcomes contributing to CO-EVOLVE objectives" and the "most original results / products compared to the state-of-the-art".

T3.14 & T3.15 Debate (Coordinated by REMTH)	She mentioned that all prime task reports on threats and enabling factors were read and the proposed methodologies from Med/National scale to local/Pilot scale were adopted and that the related deliverables were successfully uploaded on the shared folder on time during the 15th of November. The first part of this task included the aspects of threats and enabling factors on a local scale. The second part was to collect data on each threat and enabling factor for all 10 pilot areas.
	Data was organized and analyzed according to indicators proposed by task 3.16. Data was collected both by task leaders and pilot area coordinators. In addition all pilot area coordinators were given the opportunity to present all relevant issues or problems that may have not taken into consideration on a regional (Mediterranean) and national scale. The prioritization of the threats and enabling factors that was completed provided a first idea of the issues that every pilot area is going to work on during the implementation of WP 4.
	In this pilot area analysis, the Mediterranean scale has been included to feed a more detailed analysis that will be carried out and to provide some keystones for the sustainability analysis and strategic planning.
	Short comments through skype were provided by REMTH's external expert Ms. Eleni Chouli. Ms. Chamitidou finally added that the deliverables which are aimed to be public should use layman's terms in order to be understandable by the public.
11:45 – 12:05 The tourism sustainability analyses of pilot areas t3.17 from the tourism sustainability toolkit (T3.16)	After a coffee break, **Ms Tonia Koutsopoulou from UTH** gave a presentation on tourism sustainability at a local scale through a Sustainability Index - Pilot area analysis. She indicated that there are two tasks, "Adapting tourism sustainability evaluation methods to local needs (D 3.17.1)" and "Evaluation of tourism sustainability in the Pilot Areas (D 3.17.2)", to be delivered by December of 2017 and January 2018 respectively.
	The general work plan of implementing sustainability at Pilot areas contains the development of the methodology, the interaction with the pilot areas and the adaptation at pilot area level. The joint analysis will then feed task 3.18 and WP4. The speaker illustrated that they are currently at the stage of interacting with the pilot area coordinators in order to prioritize the indicators and finalize the measuring. Each PA was able to enrich, and adopt these indicators according to their needs under the tables provided in 3.16. The first question indicated the relevance or importance of each indicator in their pilot area. The next thing achieved was to check for data availability and check for important data gaps. If there was no data, qualitative sources were searched. So far, availability data

have been collected for 4 out of the 7 areas, with the contribution of data from Polesine Camerini & Rosolina Mare, Po Delta Park (Veneto), Valencia Port (Valencia), and Neretva Delta (Dubrovnik-Neretva) still pending.

Sustainability assessment at PA level can be reached by measuring with quantitative, proxy, and qualitative data. So far heterogeneity in tourism activities (beach/maritime, urban/cultural, cruising, recreational boating, ecotourism) and relevance of indicators to each PA has been observed. Heterogeneity has also been observed in quantitative data and quality assessments. Therefore one has to concentrate on what needs to be measured and not the data available.

Important gaps have to be studied; quality assessment and stakeholders' involvement should be considered. Moreover the elaboration and interpretation of data will feed 3.18 with a short sustainability assessment analysis. In conclusion some questions regarding gaps in data availability, data type, and destination scale have to be answered.

Ms. Koutsopoulou highlighted that the origin of the data (proxy data, quantitative data, etc.) should be clearly identified in order to facilitate their work and that a skype meeting for the pilot areas should be arranged for the implementation of 3.17.

12:05 – 13:40 The Tourism – driven strategic planning on Pilot Areas T3.18 Debate (Coordinated by IUAV)	**Mr. Filippo Magni from IUAV (University of Venice)** gave a presentation on "The Tourism-driven strategic planning on Pilot Areas (T 3.18)". After describing the aim, outputs and deliverables for T3.18, he went into detail on the "Construction of Tourism-driven Strategic Planning Guideline", which will be adapted to the UNEP ICZM PROCESS - Roadmap towards coastal sustainability (2012). Mr. Magni then talked about the proposed planning process, including identification of the Pilot areas' main tourism-driven dynamics, and the identification of Pilot areas' Strategic Planning objectives/priority. The speaker called attention to the data information needs for each pilot area and for all WP3 task leaders, then concluded with a presentation of the relevant time schedule and future steps. Mr. Marko Prem interjected with an important observation; a lot of the data needed for 3.18 is detailed information that will be extracted through WP4. Mr. Magni added that the data needed at this point in time mainly concerns strategic planning, concluding that 3.18 will cover scoping needs before WP4. Mr. Davide Strangis mentioned some sources and projects that can possibly provide useful spatial data/information (or tools/inspiration for synergies): OTREMED with its SDIMED, 3 ESPON projects and data base, MITOMED + and PANACeA (that is working on indicators/integration of data, and on a

	Biodiversity Knowledge Data platform, as a pilot for Interreg MED), OPEN STREETS MAPS: which is built upon users contributions and has a lot of data. In this sense, he proposed that partners could look into possible synergies (not only for T3.18) with a series of other projects on the indicators sets and possibly data collection, even if it is very difficult at pilot area level (e.g. synergies with Mitomed+ on the global reflection on the indicators sets/selection/use for comparability and complementarity, possibility for pilots' areas of CO-EVOLVE to participate in the transfer of the Pilot 1 of Mitomed + on indicators/online platform, Green Beach model etc.). Ms. Maria Chamitidou added that, due to the specific geographical scope of the pilot areas, for the time being it is very hard to find useful and relevant data from other projects. Ms. Iva Pozniac commented that data collection has proven particularly challenging; most necessary data is unavailable, and the project aims specifically to acquire the relevant information and as a result, 3.18 will contain general data from their side in order to facilitate the initial work of the University. Mr. Magni stressed the need to work off existing data and not attempt to overanalyze at this stage. Finally, Mr. Barbanti commented on the need to define pilot areas in order to facilitate the work that is required to be implemented next.
Title of the session	**WP4 Session (coordinated by RER)**
14:45 – 16:45	Following a brief lunch break, the meeting resumed with the WP4 Session coordinated by RER. **Mr. Roberto Montanari of the Emilia-Romagna Region** gave a presentation on the Elements of the WP4 Coordination Plan, mentioning the aim of the Coordination plan – i.e. to achieve at the end of the process not just the expected deliverables, but concrete results for Pilot Areas - in use or ready to be used - to enhance local conditions and sustainability of tourism, commenting on the timetable and main outputs of WP4, and presenting a table of Area coordinators and other contributing Partners per pilot area. The presentation included a detailed WP4 implementation roadmap, setting out the following steps: 1. Preparation work on Pilot Areas (during 2017), 2. Preparation of administrative procedures/procurements (during 2017), 3. Acquiring reference outputs and results from WP3 analyses (Dec.2017-Jan.2018), 4. Training courses directed to Partners and local actors (March-Sept2018), 5. Local Action Plans and other tools preparation (2018 – May2019), 6. Small Scale Investments implementation (2018-May2019).

At this point, Mr. Montanari underlined the importance of the basis/preliminary document that each area coordinator should prepare in advance, with the content specified (Pilot Area scenario, indications/vision for the Pilot Area, Strategies and objectives, Possible actions, measures, tools).

WP4 deliverables were presented in a detailed table, indicating the responsible partner and the month of expected delivery. The presentation concluded with a Summary of WP4 for 2018-19.

Following the presentation by her colleague, **Mr. Christian Marasmi** took the floor, with a presentation about the Monitoring of WP4 actions implementation. First, Mr. Marasmi presented some indications on the training course (PAP/RAC), aiming to get a common basis for a successful planning, leading to integrated decisions in sustainable tourism based on ICZM and MSP. The final structure and contents for the first and second training were presented, adapted according to the findings and results of tasks 3.17 and 3.18, as well as the first feedback from the Pilot Areas. Pending information to be submitted/ updated by partners was highlighted. Monitoring of ongoing activities is to be performed on a regular basis, every 3 months. The indicators of advancements /results for the different objects of the steps of monitoring, i.e. Training courses, Participatory process, Small Scale Investments, were presented in detail.

Mr. Marasmi using an analytical excel file identified all the information that are needed for the successful implementation and transition to the WP4 activities and discussed analytically with all project partners about the responsible persons and the future tasks.

The presentation that followed by **Ms. Sabrina Franceschini** outlined the Elements needed to setup and run local participatory processes, under the overarching theme of Local participation in WP4 pilot actions. Ms. Franceschini talked about the objectives and ways to achieve local participation, proposing and analyzing six methodological steps: 1. Context analysis, 2.Stakeholder involvement and partnership building, 3. Plan of activities, 4. Set up of tools, 5. Plan implementation and monitoring, and 6. Evaluation. Ms. Franceschini then went on to talk specifically about Emilia-Romagna's two pilot actions (in Cattolica and Comacchio) and the participatory process, with a list of involved subjects and main local stakeholders, and comments on local laboratories.

It was also mentioned that a training course for setting up the participation process has been created in Italian, and the Italian partner is considering

creating an English version of this online training and making it available on moodle, if it is of interest to other partners.

Concluding this session, **Ms. Maria Letizia Vitelletti** talked about the CO-EVOLVE project's actions on territories, and in particular the Pilot Action of Rosolina Mare and Polesine Camerini. After an introduction of the PO DELTA PARK VENETO REGION AUTHORITY from Ms. Vitelletti, Mr. Montanari took over and identified the pilot areas geographically. Regarding Rosolina Mare, the speaker outlined the pilot action's expected results and related deliverables, as well as the CO-EVOLVE working group for this pilot action. The same information was then presented regarding the pilot action in Polesine Camerini 3B.

This marked the end of activities for the first day of the Steering Committee meeting.

2nd day/ 17th November, 2017

Title of the Session	WP1 Session (coordinated by REMTH)
09:50 – 10:00	On the second day of the Steering Committee Meeting, **Ms. Paraskevi Chouridou from REMTH** welcomed the project partners and began her presentation on the overall Progress in WP1. After some initial remarks, she gave the floor to **Mr. Barbanti**, who briefly presented some conclusions from the previous day's discussion on WP3. For tasks 3.7 and 3.13, ISMAR and PAP/RAC will prepare the joint synthesis on T&EF at MED scale according to the outline presented, involving T&EF TLs, for inputs, where needed, and for final agreement on contents. Coordination with 3.17 and 3.18 will be ensured. Regarding Tasks 3.17 & 3.18, UTH and IUAV will proceed capitalizing on the deliverable produced (3.2-3.6 – 3.8-3.12 – 3.14-3.15 – 3.16) and data collected. Their results will anticipate and feed the development of Plans and Actions under WP4. Strong connection / intense interaction with Area Coordinators is foreseen in the coming months. TLs will support where needed. A joint teleconference with Area Coordinators will be organized on 22 November (proposed date). Key arguments of the teleconference agenda will be: detailed outlines of the reports and discussion on further information needed. More one-to-one contacts will be needed in the following weeks. It is recommended that main conclusions of IUAV and UTH work are shared and agreed with Area Coordinators before their final release. A teleconference meeting will be organized by WPL in January, before the end of WP3, to share the conclusions of 3.3-3.13, 3.17 and 3.18.

10:00 – 10:30	**Ms. Paraskevi Chouridou from REMTH** resumed her presentation on the overall Progress in WP1, giving an update on Management Activities, the Financial Progress (Reporting - Budget absorption), Identified Problems, as well as Goals and Next Steps regarding WP1 – Project Management and Coordination.
	Ms. Chouridou went on to brief on overall progress per WP, with details on ongoing, scheduled, cancelled or delayed activities. The partners were informed that procurement for the WP1 external expert has been successfully completed, and a contract has been signed in September with Living Prospects Development and Environmental Services Ltd. The update on Management Activities continued with mentions of the updated project organizational structure and new application form, as well as the PMES tool and Quality Handbook developed to facilitate project management and quality monitoring of the project.
	Following this presentation, **Mr. Konstantinos Karampourniotis, member of** the WP1 external support team, Living Prospects Ltd, introduced himself and informed the partners that he will act as the external evaluator of the project. He then presented an overview of the Project Management Evaluation System (PMES), a software application tool in the form of an executable file on PC, which has been developed for the assessment of the project in terms of resources (Budget and time schedule) and quality. Mr. Karampourniotis provided more information regarding storage options and access to the application, its structure and features, including separate sheets for Budget Analysis, Expenditures, Evaluation, and a GANTT Chart.
	In the next part of his presentation regarding project quality, Mr. Karampourniotis outlined the main programme requirements, explained his role as the external evaluator appointed by the LP, and provided detailed information on the Quality Handbook and its separate sections regarding Quality Design, Quality Management, and Risk Management. Mr. Karampourniotis presented the schedule for the quality reports to be submitted, and detailed the next steps on this topic. He mentioned that shortly after the meeting he we will individually contact all project partners for the purposes of the elaboration and submission of the Monitoring Form.
	Continuing the overall presentation of WP1 Progress, **Ms. Maria Livadiotou**, also representing REMTH, gave an update on the project's Financial Progress with several recommendations for all project partners, and providing a brief reminder of relevant programme rules and obligations. A note on financial absorption and a forecast for Semester III were also included.

	Finally, after a refresher on the procedure for requesting substantial or non-substantial modifications, Ms. Livadiotou highlighted some identified issues (such as delays in reporting, etc.) and presented the goals for the upcoming period along with the next steps.
Title of the Session	**WP2 session (coordinated by CPMR)**
10:30 – 12:00	**Mr. Davide Strangis and Mr. Emmanuel Maniscalco from CPMR-IMC** gave a presentation regarding WP2 – Communication. The presentation started with an update on the progress of communication activities. After discussing some internal issues, the pending website translation into Croatian, the positive feedback from the Rimini Infoday, the video strategy and the tender to be launched in November, the speakers shared some thoughts on the suggested structure of the second Newsletter and its diffusion.

The speakers then went over the list of upcoming deliverables, including articles, short books and factsheets, the four remaining Infodays and the Coordination Boards (one per pilot area) to be delivered by May 2019.

Mr. Maniscalco went on to talk about related MPs 3.1, such as the BleuTourMed Community Building event that took place in Athens in October, where several CO-EVOLVE partners were represented, the participation of representatives from the Blue Islands project in the Rimini Infoday this November, as well as the possibility of upcoming Skype meetings. Regarding BleuTourMed, a more thorough update was provided by Mr. Strangis on the purpose of the Athens event (harmonization of activities, exchange of approaches and methods), and several forthcoming events in Rome: the Sustainable Tourism community mid-term event (end of February 2018), MED Programme mid-term event (18-19 April 2018) – which will include an exhibition and publications on the MED projects, and the as of yet unconfirmed "MED Open Days" side-event.

Further information was provided on PANORAMED (MED AXIS 4), underlining the importance of monitoring the PANORAMED Working Group on Sustainable M&C Tourism. Mr. Strangis presented information regarding MEDCOAST4BG, the UfM umbrella project retaking CO-EVOLVE's methodology/aim and expanding it to other destinations in the MED (Eastern + Southern). The final label of the 43 UfM States could be granted in December. Mr. Strangis also gave information on the ENI CBC MED proposal in the pipeline under the MC4BG umbrella: CO-EVOLVE4BG, aiming to extend CO-EVOLVE's analysis and testing activities to southern and eastern Med coastal areas. |

	Finally, an update was provided on the UfM Conference on Blue Economy and on the EU WestMed maritime initiative. Following this, the meeting coordinator welcomed representatives from other projects of the same thematic priority attending the meeting, i.e. Ms. Leticia Ortega from ALTER ECO, Ms. Carolina Navarro from SUMPORT and Mr. Giovanni Marinucci from SIROCCO project, who gave presentations on their projects and possible synergies with CO-EVOLVE.
Title of the Session	**Sessions on the planning of the next project event – March 2018**
12:45 – 13:15	After some discussion, It was proposed that the next Steering committee meeting be held on 6-8 March 2018 (Tuesday – Thursday), though the dates would have to be confirmed also through doodle. An initial search for accommodation and flights will occur using these dates as a reference.
Title of the Session	**Conclusions of the meeting**
13:15 – 13:45	It was mentioned that a recurrent element in synergy projects is the participatory process approach to planning, including discussions with stakeholders at the local level. It was proposed to look into ideas from these projects to see if there's something interesting that can also be used by Co-EVOLVE's project partners. Another theme discussed was the intention – deemed possibly too complex at the moment – of some modulars to create something similar to the Covenant of Mayors, dealing with identity and tourism in towns, linked to specific indicators to be selected. A proposal for a technical workshop on indicators was also discussed for the future events of BleuTourMed. Synergies with Mitomed + on this topic can be set up in the near future with the support of the CPMR and the respective partners of the 2 projects involved on reflections/works concerning indicators and data collection. Mr. Filippo Magni requested the word file with the Pilot actions from Mr. Marasmi as it includes significant information from the pilot areas that will facilitate the University's work. Additionally, the pilot areas should be clearly defined and described as extensively as possible. Issues that need to be further discussed after the completion of WP3 is the distribution policy of deliverables (e.g. full publicity of deliverables).

FINAL AGREEMENTS

The partners discussed the necessity of capitalizing on data/knowledge from other projects to improve their analysis and the importance of exchanging knowledge between overlapping/similar projects, ex. in pilot areas where significant gaps exist. The partners agreed to consider setting up skype meetings with identified projects to understand where synergies could exist, in preparation for the February event.

Strong efforts should be made during the next couple of months in order to successfully finish the remaining WP 3 deliverables and start the WP 4 activities.

It was decided that for tasks 3.7 and 3.13, ISMAR and PAP/RAC will prepare the joint synthesis on T&EF at MED scale according to the outline presented, also ensuring coordination with 3.18. Regarding Tasks 3.17 & 3.18, it was agreed that UTH and IUAV will proceed capitalizing on the deliverable produced and data collected. Their results will anticipate and feed the development of Plans and Actions under WP4. A joint teleconference with Area Coordinators will be organized on the proposed date of November 22nd, to discuss the detailed outlines of the reports and discussion on further information needed. The partners also decided that a teleconference meeting will be organized by WPL in January, before the end of WP3, to share the conclusions of 3.3-3.13, 3.17 and 3.18.

The partners agreed to share completed deliverables with key stakeholders at their discretion, however final publication and mass dissemination will occur in January through the website.